



## CITY COUNCIL REGULAR MEETING AGENDA

AUGUST 10, 2026  
7:30 PM

### [Zoom Link](#)

Dial-in: 301-715-8592

Webinar ID: 878 8867 2429

Passcode: 207732

### I. ORGANIZATION - 15 minutes (7:30 - 7:45 p.m.)

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

Suggested Action: **Reading of the Greenbelt Community Pledge: The strength of Greenbelt is diverse people living together in a spirit of cooperation. We celebrate all people. By sharing together, all are enriched. We strive to be a respectful, welcoming community that is open, accessible, safe, and fair.**

4. Petitions and Requests
5. Consent Agenda

Suggested Action: 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.)

- a. \* Minutes of Council Meetings

Suggested Action:

- \* Work Session, July 6, 2026
- \* Special Meeting, July 8, 2026
- \* Interviews, July 8, 2026
- \* Special Meeting, July 8, 2026 (2)
- \* Regular Meeting, July 13, 2026
- \* Work Session, July 15, 2026

- b. \* Committee Reports

- \* Board of Elections Report #2026-04 (Draft Ranked-Choice Voting Legislation)

Suggested Action: It is recommended that Council accept this report. The Board of Elections will provide an overview of its recommendations at the September 23 worksession.

- c. \* Board Membership Update

Suggested Action: Approval of this item on the consent agenda will confirm the Council's intent not to reappoint B. Rudd to the Employee Relations Board. This decision was made by a 5-1 vote during the Closed Session that was held on July 8, 2026.

d. \* Reappointment to Advisory Board/Committee

Suggested Action: The following individuals have expressed their willingness to continue serving on their respective Boards and Committees:

- Beth Novick, Forest Preserve Advisory Board (FPAB)
- Abigail Taylor, Youth Advisory Committee (YAC)
- Carol Maveaux, Park and Recreation Advisory Board (PRAB)
- Mary Thomas, Advisory Committee Advancing Public Safety (ACAPS)
- David Whaples, Board of Appeals (BoA)
- Elisabeth Kevorkian, Senior Citizens Advisory Committee (SCAC)
- Nicole Shyong, Board of Elections (BoE)

Approval of this item on the Consent Agenda will confirm the City Council's intent to reappoint these individuals to new terms on their respective Boards and Committees.

e. \* Appointment to Advisory Board/Committee

Suggested Action: The City Council interviewed Catherine Terry-Crusor on July 1, 2026, for the appointment to the Advisory Committee Advancing Public Safety (ACAPS).

Approval of the consent agenda will indicate the Council's intent to appoint Ms. Terry-Crusor to the Advisory Committee Advancing Public Safety (ACAPS).

f. \* Commercial Façade Improvement Grant – First Round Awards

Suggested Action: Staff has reviewed the applications for the first round of the CFGI program. This DHCD reimbursable grant program will assist businesses in center Greenbelt improve their properties.

6. Approval of Agenda and Additions

**II. COMMUNICATIONS - 15 minutes (7:45 - 8:00 p.m.)**

7. Presentations

a. National Civility Month Proclamation

Suggested Action: Mayor Jordan will present a proclamation declaring August as National Civility Month.

8. Minutes

a. Statement of Record — Closed Session, July 8, 2026

Suggested Action: Closed Session of July 8, 2026: The following motion is needed: In accordance with the General Provisions Article, Section 3-06(C)(2) of the Annotated Code of the Public General Laws of Maryland. I moved that the minutes of tonight's meeting reflect that the Council met in closed session on Wednesday, July 8, at 7:05 pm (first portion); and at 8:47 pm (second portion), both virtually via Zoom. The Council held this closed meeting in accordance with Section 3-305(b)(1) of the General Provisions Article of the Annotated Code

of the Public General Laws of Maryland to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

The purpose of this meeting is personnel matters — City Manager's evaluation and appointments to Advisory Boards and Committees.

Vote to close session:

|                        | Yes | No | Abstain | Absent |
|------------------------|-----|----|---------|--------|
| Councilmember Fritz    | X   |    |         |        |
| Councilmember Knesel   | X   |    |         |        |
| Councilmember McKinney | X   |    |         |        |
| Councilmember Pompei   | X   |    |         |        |
| Councilmember Pope     |     |    |         | X      |
| Mayor Pro Tem Weaver   | X   |    |         |        |
| Mayor Jordan           | X   |    |         |        |

Staff members present: Josué Salmerón (7:05–7:35 pm)

Other individuals in attendance: None

Actions Taken: Decided on appointments and reappointments to Advisory Boards and Committees, most by consensus; one motion not to reappoint voted on 5-1 (Jordan).

b. Statement of Record - Closed Session, July 15, 2026

Suggested Action: Closed Session of July 15, 2026: The following motion is needed: In accordance with the General Provisions Article, Section 3-06(C)(2) of the Annotated Code of the Public General Laws of Maryland. I move that the minutes of tonight's meeting reflect that the Council met in closed session on Wednesday, July 15, 2026, at 9:43 pm, in the Council Chambers. The Council held this closed meeting in accordance with Section 3-305(b)(1) and (8) of the General Provisions Article of the Annotated Code of the Public General Laws of Maryland, 1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals; and 2) to consult with staff, consultants, or other individuals about pending or potential litigation.

Vote to close session:

|                        | Yes | No | Abstain | Absent |
|------------------------|-----|----|---------|--------|
| Councilmember Fritz    | X   |    |         |        |
| Councilmember Knesel   | X   |    |         |        |
| Councilmember McKinney | X   |    |         |        |
| Councilmember Pompei   | X   |    |         |        |

|                      |   |  |  |   |
|----------------------|---|--|--|---|
| Councilmember Pope   |   |  |  | X |
| Mayor Pro Tem Weaver | X |  |  |   |
| Mayor Jordan         | X |  |  |   |

Staff members present: Josué Salmerón, City Manager

Other individuals in attendance: None

Action taken: None

#### 9. Administrative Reports

Suggested Action: The link will display the weekly report for the City Manager and City Departments. [Weekly Reports Greenbelt. MD](#)

### III. LEGISLATION - 15 minutes (8:00 - 8:15 p.m.)

10. A Resolution to Repeal Resolution 2107 and to Establish Admission Fees and Pass Rates for the Greenbelt Aquatic and Fitness Center, September 8, 2026
  - 1st Reading, Suspension of the Rules
  - 2nd Reading, Adoption

Suggested Action: The FY2027 Budget includes an increase of five percent (5%) for all pass fees, \$.25 cents for resident daily admission and \$.75 cents for non-resident daily admission at the Greenbelt Aquatic & Fitness Center. This Resolution increases these fees accordingly. Andrew Phelan, Assistant Director of Recreation Facilities and Operations will be present.

It is recommended the resolution, suspend the rules, and adopt the resolution at this meeting.

Note: Per Council's Standing Rules, six (6) votes in the affirmative are needed in order to suspend the rules.

### IV. OTHER BUSINESS - 75 minutes (8:15 - 9:30 p.m.)

11. Authorize the City Manager to Execute a Contract for the Greenbelt Skate Park Mural Project

Suggested Action: Staff recommends that Council authorize the City Manager to proceed with the Greenbelt Skate Park mural project and execute any necessary contracts, provided no individual contract exceeds the City Manager's \$10,000 spending authority and the total project cost does not exceed \$50,000.

12. Authorization for the City Manager to Execute the Purchase of Two Replacement Public Works Vehicles and One New Additional Vehicle

Suggested Action: Included in the Council packet is a memorandum outlining the request and proposal for approval. Staff request approval of these purchases.

13. Authorization for City Manager to Approve Contracting with Steven Winter Associates

Suggested Action: Included in the Council packet is a memorandum outlining the request for approval. Staff recommend approval for City Manager to utilize Steven Winter Associates' existing GSA Schedule Contract and proceed with execution of an agreement for the Decarbonization Roadmap and Building Electrification Feasibility Study, contingent upon grant award and availability of funding.

14. Policy Discussion: Landscaping and Playground Maintenance Agreements with HOAs and Private Property Owners

Suggested Action: Council will discuss the City's policy for entering into, renewing, and administering agreements with homeowners associations, condominium associations, and private property owners for the maintenance of City-owned landscaping, traffic circles, private playgrounds, and other public improvements.

15. Discussion of Proposed Prince George's County Council Legislation Regulating Gas-Powered Leaf Blowers

Suggested Action: Prince George's County Council has introduced CB-075-2026 to phase out most gas-powered leaf blowers and establish a 70 dBA noise limit. The noise standard would begin July 1, 2027, with full enforcement and a prohibition on the sale of new gas-powered leaf blowers beginning July 1, 2028. Comments are due August 11, 2026.

16. Greenbelt Armory Development Options Discussion

Suggested Action: The City engaged the AMAR Group to assess the current conditions of the Greenbelt Armory and to propose redevelopment options for its use. The result from the consultant's analysis and feedback from the four (4) community meetings were three options put forward, with the Municipal Center/mixed-use commercial option receiving the most support from the residents attending the workshops, staff review and the results of the Community Questionnaire. Council direction sought.

17. Discussion: City Council Sub-committee Working Group(s)

Suggested Action: Enclosed in the Council packet are proposals submitted by several members of Council regarding the establishment of City Council Working Groups. This item is presented for Council review, discussion, and consideration of the proposed working groups and their intended roles.

18. Discussion: Proposal for a Tenant Advisory Board

Suggested Action: Enclosed in the Council packet is a proposal submitted by Councilmember Pompei regarding the establishment of a Tenant Advisory Board. This item is presented for the Council's review, discussion, and consideration of the proposed Tenant Advisory Board.

19. Council Reports

20. Council Activities

21. Meetings

Suggested Action: Proposed Meeting Schedule Adjustments for November and December

Following the discussion on Monday, August 3, Council reviewed the November and December meeting calendar and identified a few additional scheduling conflicts and holiday-related adjustments. It is recommended that the following changes be added to the meeting schedule.

**Proposed Changes:**

- **Wednesday, November 11** – No work session due to Veterans Day.
- **Wednesday, November 18** – No work session due to the NLC City Summit. This date also conflicts with the PRAB meeting.
- **Week of Thanksgiving**
  - Move the regular meeting currently scheduled for **Monday, November 23**.
  - Cancel the **Wednesday, November 25** work session.
- **Monday, November 30** – Hold the rescheduled regular meeting.

- **Weeks of December 21 and December 28** – No meetings or work sessions in observance of the Christmas and New Year's holidays. This is consistent with the standing rules, which provide for only one regular meeting in December.

Council approval is sought.

a. Closed Session

Suggested Action: Tonight, the City Council will hold a closed session, immediately following the Council's Regular Meeting, in Council Chambers, to discuss personnel and legal matters. The following motion is required to move into closed session: I move the Council to go into closed session in accordance with Section 3-305(b)(1) and (7) of the General Provisions Article of the Annotated Code of the Public General Law of Maryland: 1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals; and 2) to consult with counsel to obtain legal advice on a legal matter.

The purpose of this meeting will be 1) to discuss personnel matters; and 2) to consult with counsel to obtain legal advice on a legal matter.

**WORK SESSION OF THE GREENBELT CITY COUNCIL** was held Monday, July 6, 2026, to receive a presentation and discuss the 60% Design Plan for the Hanover Parkway Bicycle Facility.

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

**PRESENT WERE:** Councilmembers Frankie S. Fritz, Amy E. Knesel, Danielle P. McKinney, Jenni A. Pompei, Silke I. Pope, Mayor Pro Tem Kristen L.K. Weaver, and Mayor Emmett V. Jordan.

**STAFF PRESENT WERE:** Josué Salmerón, City Manager; Ryan Sigworth, Community Planner II; and Shaniya Lashley-Mullen, Deputy City Clerk.

**OTHERS PRESENT WERE:** Deputy Director Redeath Lodamo, Brudis and Associates; Advisory Planning Board Members, Isabelle Gournay and Judith Davis; Bill Orleans; and others.

The Greenbelt City Council held a work session to review the 60% design plans for the Hanover Parkway bicycle and pedestrian facility. Mayor Jordan noted that the project dated back to the 2014 Pedestrian Bicycle Master Plan. Mr. Sigworth presented a PowerPoint presentation on the project overview, explaining that the shared-use path option was selected in 2017 and that a \$400,000 grant from the Kim Lamphier Bikeways Program allowed the project to progress from 30% to 60% design. The project aims to enhance safety for pedestrians and bicyclists, provide a continuous bikeway corridor, and improve accessibility, with planned improvements including driveway and handicap ramp upgrades, new signage, and stormwater management facilities.

Mr. Lodamo presented the project's design plans, which are divided into four segments. The first segment, from Greenbrook Drive to Hanover Drive, includes widening the sidewalk to 10 feet. The discussion also addressed constraints in later segments, including utilities, trees, and a stormwater management pond, which limit the ability to provide a full 10-foot shared-use path in some areas. Mayor Pro Tem Weaver asked whether the team had considered flex posts. Mr. Sigworth stated that the option had been explored, but the Council was advised of potential issues due to the grade-separated facility and limited space.

The Council discussed utility pole locations and steep slope challenges along Hanover Parkway, with Mayor Jordan noting that utilities are underground in certain areas and confirming the presence of utility poles north of Ora Glen Road near a stormwater management pond. Michael Hartman, a Greenbelt resident, raised concerns about steep slopes. Mr. Sigworth explained that the path itself will remain ADA accessible. The discussion highlighted engineering challenges, including a four-lane section with complex turn lanes that would impact intersection redesign if travel lanes were modified.

Councilmember McKinney asked about the impact on existing bus stops and structures on Hanover Parkway if the project moves forward. Mr. Sigworth discussed plans for a shared-use path, confirming that all bus stops would remain functional, with one shelter being worked around during construction. He addressed potential future development impacts, determining that while redevelopment could theoretically make construction easier, no significant downsides were anticipated.

Mr. Sigworth discussed removing the existing speed humps near the Spellman Overpass because of the planned raised crosswalk. He also reviewed steep slope areas near the high school that would require retaining walls and limited grading on school property. He outlined planned safety improvements for Spellman Crossing, including raised crosswalks, high-visibility markings, signage, and rectangular flashing beacons. Acting Planning Director Jaime Fearer has already ordered the signage and beacons for immediate installation. The project may require utility adjustments and tree pruning but will not affect wetlands, waterways, or floodplains. He noted that the public comment period will end on July 8, with final 90% plans expected by the end of the year and grant completion anticipated in late 2027.

Mr. Sigworth discussed the impact of a retaining wall on stormwater runoff, with confirmation that it would not mitigate runoff but would help preserve the landscape buffer and accommodate the path. Based on questions asked by Mayor Jordan and Mayor Pro Tem Weaver, Mr. Sigworth answered that the right-of-way agreements with public schools and other property owners would need to be secured before applying for funding, with the goal of having these agreements in place by the end of the year. The discussion also covered e-bike usage on shared paths, confirming that current standards allow them unless specific limitations are implemented at the County or City level.

Mr. Sigworth and the Council discussed a possible two-phase construction approach for the road improvement project, with funding determining the final schedule. Mr. Sigworth and Mayor Jordan also discussed safety concerns at the Hanover Parkway and Ora Glen intersection. Mayor Jordan noted a fatality in the area and emphasized the need for controlled intersections rather than mid-block crossings, while plans include a new crosswalk. Dr. Isabelle Gournay, Vice Chair of the Advisory Planning Board, supported the project, describing it as a thoughtful way to address issues near Greenbelt's office buildings and potentially improve the area for future housing development.

The Council discussed proposed Hanover Parkway improvements, including a bike lane and pedestrian safety features. Greenbelt resident Judith Davis raised drainage concerns and noted that a retaining wall could include public art. Greenbelt resident Bill Orleans commented on the long blocks between Greenbelt Road, Hanover Parkway, and Ora Glen Drive and suggested recognizing an existing informal pedestrian path. Greenbelt resident Mr. Casper supported the concept based on his cycling experience, noting the benefits of e-bikes and scooters while raising concerns about yielding requirements. The discussion also addressed safety barriers, connections to Old Greenbelt, enhanced crosswalks, lighting, signage, intersection congestion, and public

comment opportunities. Comments will be accepted through July 8 by email or through the planning website.

### **Council Meeting Agenda Discussion**

The Council reviewed the upcoming agenda, and Mr. Salmerón advised that additional items would be included, including police department vehicles, a mural project at Braden Field, and zoning code amendments. He also addressed the Armory site redevelopment, specifically discussing the pursuit of a \$1 million demolition grant from DHCD, though Mayor Jordan raised concerns about the need for additional public engagement on this significant decision.

### **Council Meeting Schedule Review**

The Council reviewed its meeting schedule through October, including regular meetings, work sessions, and closed sessions on various topics. They discussed scheduling three upcoming work sessions: a legislative/administrative session in early October, a Board of Elections discussion in September, and continuing DEI conversations in September. Mr. Salmerón addressed the process for selecting a new legislative consultant, with a decision expected by Thursday for potential approval on Monday, and noted ongoing discussions about WMATA and TOD development through DHCD.

The meeting ended at 9:06 p.m.

Respectfully submitted,

Shaniya Lashley-Mullen  
Deputy City Clerk

**SPECIAL MEETING/CLOSED SESSION OF THE GREENBELT CITY COUNCIL** held Wednesday, July 8, 2026, to discuss Personnel Matters regarding the City Manager’s Evaluation.

Mayor Jordan started the meeting at 7:02 p.m. The meeting was held via Zoom.

**PRESENT WERE:** Councilmembers Frankie S. Fritz, Amy E. Knesel, Danielle P. McKinney, Jenni A. Pompei, Mayor Pro Tem Kristen L.K. Weaver, and Mayor Emmett V. Jordan

Councilmember Silke I. Pope was absent due to travel.

**STAFF PRESENT WERE:** Josué Salmerón, City Manager; and Bonita Anderson, City Clerk.

**OTHERS PRESENT WERE:** Bill Orleans.

**Informational Items Discussed:** None.

Mayor Pro Tem Weaver moved that the Council move into a Closed Session in accordance with the General Provisions Article 3-305(b)(1) of the Annotated Code of Public General Laws of Maryland 1) to discuss the appointment, performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individual.

Councilmember Fritz seconded.

|                                |   |        |
|--------------------------------|---|--------|
| ROLL CALL: Councilmember Fritz | - | Yes    |
| Councilmember Knesel           | - | Yes    |
| Councilmember McKinney         | - | Yes    |
| Councilmember Pompei           | - | Yes    |
| Councilmember Pope             | - | Absent |
| Mayor Pro Tem Weaver           | - | Yes    |
| Mayor Jordan                   | - | Yes    |

The motion passed 6-0.

Ms. Weaver announced that the Council will return to the open session after the closed session.

Council adjourned the meeting at 7:05 p.m.

Respectfully submitted,

Bonita Anderson  
City Clerk

**WORK SESSION OF THE GREENBELT CITY COUNCIL** was held on Wednesday, July 8, 2026, for the purpose of interviewing candidates for a City Advisory Group.

The meeting began at 7:35 p.m. The meeting was held virtually via Zoom.

**PRESENT WERE:** Councilmembers Frankie S. Fritz, Amy E. Knesel, Danielle P. McKinney, Jenni A. Pompei, Mayor Pro Tem Kristen L.K. Weaver, and Mayor Emmett V. Jordan

Councilmember Silke I. Pope was absent due to travel.

**OTHERS PRESENT WERE:** Bill Orleans.

Elizabeth Schechter was interviewed for appointment to the Ethics Commission.

Katherine Siniuk was interviewed for appointment to the Forest Preserve Advisory Board or the Greenbelt Advisory Committee on Environmental Sustainability.

Kim Kash was interviewed for appointment to the Board of Appeals.

Jessica Johnson was interviewed for appointment to one of the following: Advisory Committee on Education, Advisory Planning Board, Arts Advisory Board, Board of Appeals, Board of Elections, Charter Review Task Force, and Community Relations Advisory Board, Ethics Commission, or the Greenbelt Advisory Committee on Environmental Sustainability.

Catherine Terry-Crusor was interviewed for appointment to the Advisory Committee Advancing Public Safety.

The meeting was adjourned at 8:43 p.m.

Respectfully submitted,

Bonita Anderson  
City Clerk

**SPECIAL MEETING/CLOSED SESSION OF THE GREENBELT CITY COUNCIL** held Wednesday, July 8, 2026, to discuss Personnel Matters regarding appointments to Advisory Boards and Committees.

Mayor Jordan started the meeting at 8:45 p.m. The meeting was held via Zoom.

**PRESENT WERE:** Councilmembers Frankie S. Fritz, Amy E. Knesel, Danielle P. McKinney, Jenni A. Pompei, Mayor Pro Tem Kristen L.K. Weaver, and Mayor Emmett V. Jordan

Councilmember Silke I. Pope was absent due to travel.

**STAFF PRESENT WERE:** Josué Salmerón, City Manager; and Bonita Anderson, City Clerk.

**OTHERS PRESENT WERE:** Bill Orleans.

**Informational Items Discussed:** None.

Mayor Pro Tem Weaver moved that the Council move into a Closed Session in accordance with the General Provisions Article 3-305(b)(1) of the Annotated Code of Public General Laws of Maryland 1) to discuss the appointment, performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individual.

Councilmember Fritz seconded.

|                                |   |        |
|--------------------------------|---|--------|
| ROLL CALL: Councilmember Fritz | - | Yes    |
| Councilmember Knesel           | - | Yes    |
| Councilmember McKinney         | - | Yes    |
| Councilmember Pompei           | - | Yes    |
| Councilmember Pope             | - | Absent |
| Mayor Pro Tem Weaver           | - | Yes    |
| Mayor Jordan                   | - | Yes    |

The motion passed 6-0.

Ms. Weaver announced that the Council will not return to the open session after the closed session.

Council adjourned the meeting at 8:47 p.m.

Respectfully submitted,

Bonita Anderson  
City Clerk

**REGULAR MEETING OF THE GREENBELT CITY COUNCIL held July 13, 2026.**

Mayor Jordan called the meeting to order at 7:33 p.m.

**ROLL CALL** was answered by Councilmembers Frankie S. Fritz, Amy E. Knesel, Danielle P. McKinney (virtual), Jenni A. Pompei, Mayor Pro Tem Kristen L.K. Weaver, and Mayor Emmett V. Jordan.

**ABSENT:** Councilmember Silke I. Pope due to travel.

**ALSO PRESENT** were Josué Salmerón, City Manager; Jaime Fearer, Acting Planning Director; Nicole DeWald, Arts Supervisor; Jamarie Spencer, Production Assistant; and Bonita Anderson, City Clerk.

Mayor Jordan asked for a moment of silence in honor of former residents Miriam Laster and Gil Weidenfeld, former Councilmember.

Mayor Pro Tem Weaver led the Pledge of Allegiance to the Flag. Mayor Jordan recited the Greenbelt Community Pledge.

**RECESS (7:38 p.m.):** Councilmember Fritz moved to recess the meeting for five minutes until technical issues were resolved. Mayor Pro Tem Weaver seconded. The motion passed unanimously.

**BACK IN SESSION (7:40 p.m.)**

**PETITIONS AND REQUESTS:**

Lore Rosenthal, Michael Hartman, and Bill Orleans, residents, raised questions about consent agenda items, including the need for more detailed information about police interview rooms and vehicle purchases.

Frank Gervasi and Peter Wojciechowski presented a request to establish a sister city relationship with Voznesensk, Ukraine, highlighting the city's history and current challenges.

**CONSENT AGENDA:** Mayor Pro Tem Weaver moved to amend Item 5(i), “Authorize the City Manager to execute a contract for Legislative Services Consultant,” to recommend using the retainer model, Option A. It was moved by Councilmember Pompei and seconded by Councilmember Knesel to approve the consent agenda as amended. The motion passed 6-0.

Council thereby took the following actions:

**MEETINGS:** Council approved the meetings and stakeholders lists.

**COMMITTEE REPORTS:**

Advisory Planning Board Report #2026-03 - County Legislative Amendment to the Zoning Ordinance for the Purpose of Exempting Certain Private School Uses in a Residential Zone from the Requirement for Special Exception Approval: Council

accepted the report. Ms. Fearer discussed this item with Council later in the meeting as agenda item #13.

RESIGNATION FROM ADVISORY BOARD/COMMITTEE: Council accepted Katherine Ross's resignation from the Forest Preserve Advisory Board (FPAB).

MINUTES OF COUNCIL MEETINGS:

Work Session, June 3, 2026  
Regular Meeting, June 8, 2026  
Work Session, June 10, 2026  
Regular Meeting, June 22, 2026  
Work Session/Special Meeting, June 29, 2026  
Special Meeting, July 1, 2026  
Approved as presented.

Prince George's County Cooperation Agreement Regarding Greenbelt's continued participation in the Community Development Block Grant (CDBG) Urban County Qualification - Federal FY 2027-2029: Council authorized the Cooperation Agreement confirming the City of Greenbelt's continued participation in the Prince George's County Community Development Block Grant (CDBG) Urban County Qualification for Federal Fiscal Years (FFY) beginning July 1, 2026, and ending June 30, 2029.

Authorize the City Manager to Execute Contracts for the Axon Interview Room Contract Renewal: Council authorized the City Manager to execute the Police Department's five-year (60-month) service contract renewal with Axon Enterprise Inc.

Authorize the City Manager to Execute the Payment of the Year 4 contract with Axon Enterprise: Council authorized the City Manager to execute the payment of the Year 4 contract.

Authorize the City Manager to Execute the Purchase of Police Vehicle(s): Council approved the purchase of police vehicles.

Authorize the City Manager to execute a contract for Legislative Services Consultant: Council authorized the City Manager to engage LA Perez for legislative services for the coming year using the retainer model, Option A.

APPROVAL OF AGENDA: It was moved by Ms. Knesel and seconded by Mayor Pro Tem Weaver that the agenda be approved. The motion passed 6-0.

PRESENTATION:

Introduction of Jessica Mailander, Economic Development Manager: City Manager Salmerón introduced Jessica Mailander, the City's new Economic Development Manager, and provided an overview of her role.

## MINUTES:

Statement of Record — Closed Session, June 29, 2026: Mayor Pro Tem Weaver moved that in accordance with the General Provisions Article, Section 3-306(c)(2) of the Annotated Code of the Public General Laws of Maryland, that the minutes of tonight's meeting reflect that the Council met in closed session on Monday, June 29, 2026, at 7:45 p.m., in the Council Chambers. Council held this closed meeting in accordance with Section 3-305(b)(1)(3) and (8) of the General Provisions Article of the Annotated Code of the Public General Laws of Maryland, 1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals; 2) to consider the acquisition of real property for a public purpose and matters directly related thereto; and 3) to consult with staff, consultants, or other individuals about pending or potential litigation.

The purpose of this meeting was 1) to address personnel matters over which this public body has jurisdiction; 2) to discuss real estate; and 3) to consult with staff, consultants, or other individuals about pending or potential litigation.

Vote to close session:

|                        | Yes | No | Abstain | Absent |
|------------------------|-----|----|---------|--------|
| Councilmember Fritz    | X   |    |         |        |
| Councilmember Knesel   | X   |    |         |        |
| Councilmember McKinney | X   |    |         |        |
| Councilmember Pompei   | X   |    |         |        |
| Councilmember Pope     | X   |    |         |        |
| Mayor Pro Tem Weaver   | X   |    |         |        |
| Mayor Jordan           | X   |    |         |        |

Staff members present: Josué Salmerón, City Manager.

Other individuals in attendance: None

Action taken: None.

Councilmember Knesel seconded.

|                        |          |
|------------------------|----------|
| Councilmember Fritz    | - Yes    |
| Councilmember Knesel   | - Yes    |
| Councilmember McKinney | - Yes    |
| Councilmember Pompei   | - Yes    |
| Councilmember Pope     | - Absent |

Mayor Pro Tem Weaver - Yes  
Mayor Jordan - Yes

Statement of Record — Closed Session, July 1, 2026: Mayor Pro Tem Weaver moved that in accordance with the General Provisions Article, Section 3-306(c)(2) of the Annotated Code of the Public General Laws of Maryland, that the minutes of tonight's meeting reflect that the Council met in closed session on Wednesday, July 1, 2026, at 7:32 p.m., in the Council Chambers. Council held this closed meeting in accordance with Section 3-305(b)(1) of the General Provisions Article of the Annotated Code of the Public General Laws of Maryland, 1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

The purpose of this meeting was to address personnel matters over which this public body has jurisdiction.

Vote to close session:

|                        | Yes | No | Abstain | Absent |
|------------------------|-----|----|---------|--------|
| Councilmember Fritz    | X   |    |         |        |
| Councilmember Knesel   | X   |    |         |        |
| Councilmember McKinney | X   |    |         |        |
| Councilmember Pompei   | X   |    |         |        |
| Councilmember Pope     | X   |    |         |        |
| Mayor Pro Tem Weaver   | X   |    |         |        |
| Mayor Jordan           | X   |    |         |        |

Staff members present: None.

Other individuals in attendance: None

Action taken: None.

Councilmember Pompei seconded.

Councilmember Fritz - Yes  
Councilmember Knesel - Yes  
Councilmember McKinney - Yes  
Councilmember Pompei - Yes  
Councilmember Pope - Absent  
Mayor Pro Tem Weaver - Yes  
Mayor Jordan - Yes

## ADMINISTRATIVE REPORT:

City Manager Salmerón presented three Police Department contracts totaling \$110,000 for interview cameras and vehicle purchases. He also reported on a fire station walkthrough and the groundbreaking for Spring Hill Elementary.

## LEGISLATION:

An Ordinance of the City of Greenbelt, Amending the City Labor Code Regarding Article VIII:  
Mayor Jordan read the agenda comments.

Councilmember Pompi moved to introduce the ordinance for second reading and adoption.

Councilmember Fritz seconded.

Mayor Pro Tem Weaver identified several minor corrections to the ordinance and moved to amend the ordinance accordingly. Councilmember Fritz seconded.

|                                |          |
|--------------------------------|----------|
| ROLL CALL: Councilmember Fritz | - Yes    |
| Councilmember Knesel           | - Yes    |
| Councilmember McKinney         | - Yes    |
| Councilmember Pompi            | - Yes    |
| Councilmember Pope             | - Absent |
| Mayor Pro Tem Weaver           | - Yes    |
| Mayor Jordan                   | - Yes    |

The ordinance was declared passed.

A Charter Amendment Resolution of the City Council of Greenbelt Enlarging the Corporate Boundaries of the City of Greenbelt by Annexing Into the Corporate Limits of the City of Greenbelt Lands Contiguous and Adjoining to the City's Existing Corporate Boundaries Property Commonly Known As Lanham Boys Club, Consisting of Approximately 10 +/- Acres of Land in Total Located Generally at the Lanham Boys Club: Mayor Jordan read the agenda comments.

Councilmember Pompi introduced for first reading.

A Resolution to Authorize the Negotiated Purchase of Certain Goods and Services from Various Vendors as Enumerated Herein when Total Fiscal Year Purchases from each Vendor Exceed Ten Thousand Dollars: Mayor Jordan read the agenda comments.

Councilmember Pompi introduced for first reading and suspension of the rules.

Mayor Pro Tem Weaver seconded.

|                                |       |
|--------------------------------|-------|
| ROLL CALL: Councilmember Fritz | - Yes |
|--------------------------------|-------|

|                        |          |
|------------------------|----------|
| Councilmember Knesel   | - Yes    |
| Councilmember McKinney | - Yes    |
| Councilmember Pompi    | - Yes    |
| Councilmember Pope     | - Absent |
| Mayor Pro Tem Weaver   | - Yes    |
| Mayor Jordan           | - Yes    |

Councilmember Pompi introduced for second reading and adoption.

Mayor Pro Tem Weaver seconded.

|                                |          |
|--------------------------------|----------|
| ROLL CALL: Councilmember Fritz | - Yes    |
| Councilmember Knesel           | - Yes    |
| Councilmember McKinney         | - Yes    |
| Councilmember Pompi            | - Yes    |
| Councilmember Pope             | - Absent |
| Mayor Pro Tem Weaver           | - Yes    |
| Mayor Jordan                   | - Yes    |

The resolution was declared passed.

#### OTHER BUSINESS:

CB-069-2026: A Countywide Ordinance Concerning Use Regulation for the Purpose of Exempting Certain Private School Uses in a Residential Zone from the Requirement for Special Exception Approval: Mayor Jordan read the agenda comments.

Ms. Fearer provided the Council with an overview of the county bill (CB-069-2026) regarding private school uses in residential zones. She recommended that Council support the zoning text amendment, which would exempt certain private schools from requiring special exception approval. The discussion included background on St. Jerome Institute's potential move into the former St. Hugh's school building, and Ms. Fearer explained the proposed changes to the county zoning ordinance that would allow such uses without special exceptions in certain rural residential zones.

Council discussed supporting CB-069-2026, which would allow St. Jerome Institute to relocate to the former St. Hugh's School property.

Mayor Jordan moved that Council send a comment letter to County Council's PHED Committee in support of the proposed Zoning Text Amendment, CB-069-2026, with the added amendment that municipalities with affected property would have the ability to evaluate site-specific items in an advisory capacity and add related conditions during the Use and Occupancy permitting process, to include: traffic circulation, parking, and recreation/outdoor facilities. Councilmember Pompi seconded. Mayor Jordan withdrew the motion.

Mayor Jordan moved that Council send a letter of support to the County Council with a caveat that an MOU would be negotiated regarding city oversight of facilities and other impacts. Councilmember Pompei seconded. The motion passed 6-0.

EXTENSION OF MEETING: Mayor Pro Tem Weaver moved to extend the meeting until 10:00 p.m. Councilmember Knesel seconded the motion. Councilmember Pompei stated that she would need to leave the meeting at 9:30 p.m. and requested that any remaining agenda items be tabled until the next Council meeting. Mayor Pro Tem Weaver withdrew the motion.

SPECIAL ORDER: Mayor Pro Tem Weaver moved to special order item #16 “DHCD Strategic Demolition Fund Grant Application: Greenbelt Armory” as the next item of business. Councilmember Knesel seconded. The motion passed unanimously.

DHCD Strategic Demolition Fund Grant Application: Greenbelt Armory: Mayor Jordan read the agenda comments. Mayor Pro Tem Weaver moved that Council authorize the City Manager to proceed with applying for a DHCD Strategic Demolition Fund grant to address structural issues at the Greenbelt Armory building and an adjacent modular building, while keeping the existing garages intact. Councilmember Fritz seconded. The motion passed 5-1, with Councilmember McKinney opposed.

*The following items were tabled until the next meeting on August 10:*

- Request for Letter of Support for the Maryland State Arts Council
- Authorize the City Manager to Execute a Contract for the Greenbelt Skate Park Mural Project
- Discussion: City Council Sub-committee Working Group(s)

COUNCIL REPORTS: None.

COUNCIL ACTIVITIES: Councilmembers attended events between June 23 and July 13, 2026.

- 23 June: Greenbelt Rotary Club Presentation – Celebrating 40 Years of Greenbelt Access Television with Bob Zugby (Weaver)
- 24 June: City Council Meet and Greet at Schrom Hills Park (Fritz, Jordan, Knesel, McKinney, Pompei, Pope, Weaver)
- 24 June: Greenbelt Small Business Expo (Jordan, McKinney, Pompei, Weaver)
- 24 June: The Banner Listening Session (Fritz, Pompei, Weaver)
- 26-27 June: Metro Washington Council of Governments (COG) Leadership Retreat (Jordan, Pompei)
- 27 June: Reparations Commission Town Hall (Pompi, Pope, Weaver)
- 29 June: Agenda Planning with the City Manager (Jordan, Weaver)

- 01 July: Greenbelt Police Department “Coffee with a Cop” (Weaver)
- 02 July: Greenbelt Rotary Club meeting (Weaver)
- 02 July: COG Chesapeake Bay Planning Committee meeting (Pompi)
- 04 July: Fourth of July Celebration and Reading of the Declaration of Independence (Jordan, Pompei, Weaver)
- 04 July: Greenbelt Baptist Church Cook-Out (Jordan)
- 06 July: Agenda Planning with the City Manager (Jordan, Weaver)
- 07 July: Ceremony for transfer of Goddard’s Area 400 from NASA to the National Fish and Wildlife Service (Jordan, Knesel, Weaver)
- 07 July: Maryland Municipal League Conference Planning Committee orientation (Pompi)
- 07 July: Greenbelt Cinema liaison informational meeting (Pompi)
- 08 July: Golden Age Club presentation (Jordan)
- 08 July: Burial for former Mayor Gil Weidenfeld (Jordan)
- 09 July: Greenbelt Rotary Club hosts a Pumpkin Festival Roundtable (McKinney, Weaver)
- 09 July: Charter Review Task Force (Weaver)
- 09-11 July: Local Progress Annual Convening (Fritz, Pompei)
- 10 July: Groundbreaking ceremony for Spring Hill Elementary School (Jordan, Knesel, McKinney, Pompei, Weaver)
- 11 July: Greenbelt Pride Parade and Festival (Jordan, Knesel, McKinney, Weaver)
- 12 July: Greenbelt Station Community Yard Sale (Jordan, McKinney)
- 13 July: Agenda Planning with the City Manager (Jordan, Weaver)

ADJOURNMENT: A motion to adjourn the meeting was made by Councilmember Knesel and seconded by Councilmember Pompei. The motion carried 6-0. Mayor Jordan adjourned the regular meeting of July 13, 2026, at 9:32 p.m.

Respectfully submitted,

Bonita Anderson  
City Clerk

"I hereby certify that the above and foregoing is a true and correct report of the regular meeting of the City Council of Greenbelt, Maryland, held July 13, 2026."

Emmett V. Jordan  
Mayor

DRAFT

**WORK SESSION OF THE GREENBELT CITY COUNCIL** was held Wednesday, July 15, 2026, to receive the City Manager's Quarterly Update.

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

**PRESENT WERE:** Councilmembers Frankie S. Fritz (virtual), Amy E. Knesel, Danielle P. McKinney (virtual), Jenni A. Pompei, Mayor Pro Tem Kristen L.K. Weaver, and Mayor Emmett V. Jordan. Councilmember Silke I. Pope was absent due to travel.

**STAFF PRESENT WERE:** Josué Salmerón, City Manager; Dr. Liz Park, Director of CARES; Jaime Fearer, Acting Director of Planning and Community Development; Christal Batey, Assistant Director of CARES and GAIL; Gilberto Cabrera, Assistant Director of Community Development; Ryan Sigworth, Community Planner II; Michael Day, Community Development Inspector; Deji Ayoku, Workforce Development Coordinator; and Shaniya Lashley-Mullen, Deputy City Clerk.

**OTHERS PRESENT WERE:** Bill Orleans; Michael Hartman and others.

#### **City Manager's Update**

The City Council held a work session to receive quarterly updates from the City Manager, CARES, and the Planning and Community Development Department. Mr. Salmerón reported on financial accomplishments, including receipt of the Certificate of Achievement for Excellence in Financial Reporting and presentation of a balanced FY 2027 budget that closed a \$3 million deficit. Infrastructure updates included completion of eight Level 2 electric vehicle charging stations at the Community Center and library, securing \$5.8 million in grant funding, and obtaining \$87,000 in Pepco billing credits. The session also covered ongoing projects, including museum demolition, the Springhill Lake Recreation Center expansion, and road resurfacing, with particular attention to the effective use of American Rescue Plan Act (ARPA) funds for City initiatives. He also discussed the implementation of an Automated Stop Sign Enforcement Program that launched in May, with plans to assess its effectiveness after 3-4 months based on citation data.

#### **Planning and Community Department Update**

Ms. Fearer presented updates from the Planning and Community Development Department, highlighting ARPA-funded projects including Pedestrian and Bicycle Improvements, bus stop safety enhancements with new shelters and accessibility features, and storm drain work. The team also reviewed ongoing projects like the Safe Streets and Roads for All Vision Zero Action Plan, though there was a delay in issuing the RFP due to staffing transitions.

The Council discussed progress on various transportation and development projects. Key updates included plans to release an RFP for a consultant within the next month,

completion of the BARC III NASA annexation, and progress on the Hanover Parkway shared use path with 90% design plans expected by year-end. The Greenbelt Strategic Wayfinding Plan was finalized by the County and will be presented to the Council for acceptance soon. The Greenbelt Station WMATA Trail project is currently paused pending State Highway Administration (SHA) approval of 90% design plans, while the Indian Creek Park Conceptual Master Plan is awaiting additional clarity from Department of Permitting, Inspections, & Enforcement (DPIE) before moving forward. Mr. Cabrera and Mr. Day reported on compliance and permitting activities, including residential and commercial property inspections focusing on life safety issues, and Councilmember Pompei noted a new Maryland law requiring air conditioning in apartment units of 10 or more rental units.

The Council discussed plans for the transition of Springhill Lake Elementary students to Dora Kennedy French Immersion School, focusing on transportation and safety concerns. They noted that 90-95% of current students walk to school and discussed the need for additional crossing guards, potential bus services, and coordination with Franklin Park at Greenbelt Station management regarding internal roadways and sidewalks. Councilmember Knesel proposed organizing a community street chalking event to mark safe walking routes and Councilmember Pompei suggested connecting with Prince George's County Public School (PGCPS's) Safe Passage program to explore walking school buses as an option.

### **CARES Department**

Dr. Park discussed Youth and Family Services Bureau, Greenbelt Assistance and Living (GAIL) Program for seniors, and Green Ridge Health Service Coordination Program. She reviewed the CARES Department mental health services, including individual and family counseling, crisis support, and substance use assessments for schools. Dr. Park shared data on the client demographics and service delivery across different areas of Greenbelt. She mentioned ongoing efforts to establish a 501c3 organization and discussed their work with community partners like Springhill Lake Elementary.

Mr. Ayoku provided an overview of Greenbelt CARES' tutoring and workforce programs, including GED preparation, ESOL classes, tutoring initiatives, and workforce development services. In FY 2026, the GED program served 56 students; 21% earned their GED, and 55% completed at least one test. The Workforce Development Program assisted 64 individuals with employment-related needs and hosted a job fair attended by 138 people. The Crisis Support Services Team, in partnership with the CIT program and County Social Services, assisted 507 individuals, including support for eviction relief.

Ms. Batey presented an overview of the GAIL program's services, including dementia support, food distribution, community programs, the nursing program's university partnerships, and service coordination at Green Ridge House. She reported that GAIL connected 262 individuals with resources, distributed more than 18,000 diapers and 13,000 feminine hygiene products, and screened 135 residents for dementia, with 20 referred for physician follow-up. She also noted that Green Ridge House residents

saved \$97,000 through the program's services. Councilmembers expressed appreciation for the department's broad range of services and its impact on residents, especially seniors who wish to age in place.

Bill Orleans, a Greenbelt resident, inquired about metrics for food distribution and Ms. Batey provided information about obtaining genetic cards, which are required for tracking purposes and are easily available at distribution sites. Ms. Batey also provided information to Michale Hartman, a Greenbelt resident, on legal aid referrals, support for federal employees, and the use of ARPA funds for eviction relief.

**Informational Items:**

Mayor Jordan thanked the Mr. Salmerón for lowering the City flag half-staff honoring the passing of former Mayor Gil Weidenfeld.

**CLOSED SESSION:** Mayor Pro Tem Weaver move that Council move into closed session in the Council Chambers of the Municipal Building, in accordance with Section 3-305(b)(1) and (8) of the General Provision Article Code of the Public General Laws of Maryland 1) to discuss the appointment, performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals; and 2) to consult with staff, consultants, or other individuals about pending or potential litigation.

The purpose of this meeting is 1) to address personnel matters related to specific individuals; and 2) to consult with staff about pending or potential litigation.

Councilmember Pompi seconded.

|                                |   |        |
|--------------------------------|---|--------|
| ROLL CALL: Councilmember Fritz | - | Yes    |
| Councilmember Knesel           | - | Yes    |
| Councilmember McKinney         | - | Yes    |
| Councilmember Pompi            | - | Yes    |
| Councilmember Pope             | - | Absent |
| Mayor Pro Tem Weaver           | - | Yes    |
| Mayor Jordan                   | - | Yes    |

The motion passed 6-0.

Mayor Pro Tem Weaver noted that Council would not return to open session.

Council moved into Closed Session at 9:43 pm

Respectfully submitted,

Shaniya Lashley-Mullen  
Deputy City Clerk

## MEMORANDUM

July 14, 2026

TO: City Council, City of Greenbelt  
Josue' Salmeron, City Manager  
FR: Board of Elections *BA*  
RE: Draft Ranked-Choice Voting Legislation

The Board of Elections, after review in a number of meetings, has prepared the attached draft legislation, proposed Charter and Code amendments, to authorize and implement ranked-choice voting in Greenbelt.

The first draft, amending Sections 28 and 31 of Charter, is to be placed in resolution form, as customary for Charter amendments. The amendment to Section 28 simply alters a timing requirement for ballot counting by the Board. The amendment to Section 31 requires new ranked-choice voting procedures in the City Code.

The second attached draft amends Chapter 8 of the Code to establish ranked-choice voting procedures. These are the substantive requirements to alter City elections. After Council completes its review and makes necessary changes to the draft, it will be approved by City ordinance.

In the draft Code amendments the Board has tried to prepare procedures that are fairly simple and straightforward. One point to note concerns elections – mathematically possible, though unlikely – where vote counts result in fewer than seven candidates reaching the “election threshold” necessary for their election. We’ve suggested two options for the Council to consider in Section 8-34 subsection (c).

The legislative choice in such cases would involve either (a) allowing the next highest vote getters to be elected, regardless of the threshold, or

(b) requiring a special election. This and other technical issues must be reviewed in work session.

We look forward to assisting Council with this important election subject. A ranked-choice system will significantly alter voting procedures in the City.

Attachments:

Draft Charter amendments  
Draft City Code amendments

## DRAFT CHARTER AMENDMENTS FOR RANKED-CHOICE VOTING

### Sec. 28. Vote count.

[Upon the closing of the polls, the ballots] Ballots shall be counted in accordance with procedures established by ordinance and such other procedures as may be established by the board of elections. The board shall receive the count of votes for each precinct and shall determine the total vote cast for each candidate or question and shall certify the results of the election to the city clerk, who shall record the results in the minutes of the council. The board shall conduct recounts of votes cast whenever it determines that there is a doubt as to the accuracy of the count, or when so requested by the council, or when duly petitioned in accordance with procedures established by ordinance. The validity or invalidity of ballots cast shall be determined by the board on the same basis as is prescribed for elections of the State of Maryland.

\* \* \* \* \*

### Sec. 31. Election of council.

All members of council shall be elected at large. [Every voter shall be entitled to vote for seven (7) candidates. The candidates receiving votes amounting to forty (40) percent or more of the number of voters voting at the election, shall be declared elected. If more candidates receive votes amounting to forty (40) percent or more of the number of voters voting than there are offices to be filled, those candidates receiving the greatest number of votes shall be declared elected. If, however, fewer than seven (7) candidates in a field of eight (8) or more candidates receive votes amounting to forty (40) percent or more of the persons voting in the election, a runoff election will be held to fill the vacancies remaining. This runoff election will be held on the seventh day following the first election. In the runoff election twice as many names,

if possible, will be printed on the ballot as there are vacancies remaining unfilled. These names will be of those unelected candidates who polled the greatest number of votes in the first election. The names shall be listed in the order as they appear on the ballot for the first election. In the runoff election the remaining position will be filled by declaring elected the candidate or candidates receiving the greatest number of votes. If, as a result of any election, an office cannot be declared filled because of an equal number of votes being received by two (2) or more candidates, a runoff election shall be held on the seventh day following the election. The names of the candidates receiving the tie vote shall be placed on the ballot and the candidate receiving the greatest number of votes in the runoff election shall be declared elected.]

Elections shall be conducted as provided in Chapter 8 of the City Code.

KEY:

[Brackets] indicate matter deleted from existing law.

Underlining indicates matter added to existing law.

BoE6122DraftRCVCharterAmendments2

## RCV Code Amendment Revisions

### RANKED-CHOICE VOTING

#### Sec. 8-31. Ranked-Choice Voting

- (a) City elections shall be conducted by ranked-choice voting, as provided in this Chapter 8.
- (b) The ballots in an election shall allow voters to rank candidates in order of preference, by indicating their first, second, and succeeding choices.
- (c) Ballots must permit voters to rank at least as many candidates as the number of seats to be filled in that election.

#### Sec. 8-32. Definitions.

These terms, applicable to City elections, have the indicated meanings:

“Active candidate” means any candidate who has not been eliminated or elected.

“Active value” means the current strength of a ballot in a specific round, representing how much that ballot contributes to a candidate’s total in that round.

“Election threshold” means the minimum whole number of votes that are required for the election of a candidate. This threshold is determined by dividing the total number of ballots cast by the sum of the number of seats to be filled, plus one; rounding that number down to the nearest whole number; and then adding one vote.

“Rank” or “ranking” means the number available to be assigned by a

voter to a candidate to express the voter's preference for that candidate. The highest ranking is one, and the voter may then assign succeeding numbers, two through the number of candidates the voter selects.

“Round” or “voting round” means an instance of the sequence of vote counts, as provided below.

“Surplus fraction” means the proportion by which an elected candidate exceeds the election threshold. The surplus fraction is determined by subtracting the election threshold from an elected candidate's vote total; dividing that number by the candidate's vote total; and truncating to four decimal places.

“Transfer value” means the fractional value of a ballot that is transferred from a winning candidate (who has a surplus) or an eliminated candidate to the next preference.

“Vote count” or “counts” means the counting or tabulation of votes, in each voting round.

“Vote total” means the total cumulative number of ballots counting for a candidate in a round of vote counting.

## Sec. 8-33. Voting and Vote Counts

(a) Votes shall be counted and completed to fill all vacancies. In each voting round, a ballot counts in whole or in part for its highest-ranked active candidate. Each ballot starts the vote count with an active value of one vote.

(b) Vote counts shall proceed as follows:

(1) Election round. If an active candidate's vote total equals or exceeds the election threshold, then that candidate is elected. If the elected candidate's vote total exceeds the election threshold, then the

candidate's excess votes are counted as follows:

(i) The ballot receives a transfer value, by multiplying the ballot's current active value (starting at one, in the first round) by the elected candidate's surplus fraction. The ballot is then counted at this transfer value for its next highest-ranked active candidate, and the next round begins. If more than one candidate's vote total exceeds the election threshold, then each candidate's surplus votes are distributed for the next round.

(ii) For each elected candidate, the portion of the ballot's value that was required to elect the candidate continues for that candidate, in succeeding rounds.

(2) Elimination rounds. In each round where there remain active candidates, where no active candidate is elected, and where all vote counts for the election are not yet completed, the active candidate with the fewest votes is eliminated. Each ballot for that candidate counts at its current active value for its next highest-ranked active candidate.

(3) Vote counts complete. Subject to provisions below regarding the meeting of election thresholds, the vote counts are complete when the number of elected candidates is equal to the number of seats to be filled, and any votes exceeding the election thresholds for elected candidates have been counted for each ballot's next highest-ranked active candidate.

#### Sec. 8-34. Irregular Ballots; Tie Votes; Election Thresholds Not Met

(a) Irregular ballots. A ballot is irregular if any candidate is ranked more than once, if more than one candidate is given the same ranking, or if the voter otherwise marks their ballot not in accordance with the instructions. In the vote counts, where a candidate is ranked more than once, only the highest ranking shall be given effect. Where more than one candidate is given the same ranking, those rankings shall not be

included in the vote counts. Where a ballot has other irregularities, the Board, through its counting procedures, shall use best efforts to give effect to the voter's intentions, as indicated on the ballot.

(b) Tie votes. The Board in its vote counts shall give best efforts to fill all vacancies. If candidates are tied in the vote counts, the Board shall reexamine ballots, re-determine vote counts, and recalculate if necessary the surplus fractions to more than four decimal places, in order to break the tie.

*(c) Failure to meet election thresholds. If, after vote counts are completed, the number of candidates who meet the election threshold is less than the number of seats to be filled, then the thresholds for the next highest-ranked vote getters shall be waived, and those candidates shall be deemed elected.*

OR

*(c) Failure to meet election thresholds. If, after vote counts are completed, the number of candidates who meet the election threshold is less than the number of seats to be filled, then a special election shall be held for the unfilled seats, open to any person who can qualify as a candidate. Procedures for the special election shall follow the procedures in this chapter.*



**Jessica Mailander**  
Economic Development Manager  
jmailander@greenbeltmd.gov

July 30, 2026

TO: City Manager Josué Salmerón  
CC: Assistant City Manager Tim George

SUBJECT: Commercial Facade Improvement Grant, First Round Application Summary and Approval Request

Below please find the summary of the requested funds and project descriptions for each of the six applicants from the initial round of the commercial facade improvement grant program. All of these applications have been reviewed by Economic Development, the Assistant City Manager, and the Grants Administrator, and we are recommending each project be funded at the amount listed below. With your approval, we can proceed to the initial award letters and the funder's required historic review process.

### Summary

| Business Name                     | Business Address        | Proposed Awarded Funds | Matching Funds | Total Project Cost |
|-----------------------------------|-------------------------|------------------------|----------------|--------------------|
| Greenbelt Barber and Stylist      | 151 Centerway           | \$14,666.00            | \$1,629.00     | \$16,296.00        |
| Greenbelt Auto & Truck Repair     | 159 Centerway           | \$21,600.00            | \$2,400.00     | \$24,000.00        |
| The Granite Building              | 115 Centerway Suite 201 | \$34,650.00            | \$3,850.00     | \$38,500.00        |
| DMV PIZZA INC                     | 151 Centerway           | \$23,436.00            | \$2,604.00     | \$26,040.00        |
| Friends of Greenbelt Theatre Inc. | 129 Centerway           | \$20,000.00            | \$2,000.00     | \$22,000.00        |

|                                              |               |                     |                    |                     |
|----------------------------------------------|---------------|---------------------|--------------------|---------------------|
| Greenbelt Co-op<br>Supermarket &<br>Pharmacy | 121 Centerway | \$31,808.00         | \$3,534.30         | \$35,343.00         |
| <b>TOTAL</b>                                 |               | <b>\$146,161.00</b> | <b>\$16,228.00</b> | <b>\$162,389.00</b> |

## Project Descriptions

### **Greenbelt Barber and Stylist**

Proposing to build an anchored metal awning to cover the stairwell along the back wall of their building, next to the Auto Shop and facing the Co-Op parking lot. This awning would match the green metal corrugated awning already in place on the building's West-facing wall.



Above: Back side of barbershop



### **Greenbelt Auto and Truck Repair**

Requested funding for replacing energy-inefficient and old windows and the main garage door which currently doesn't fully close.

### The Granite Building



Will be installing signage on the wall at the northside building entrance listing the tenants of the building and replacing old windows.

### DMV Pizza

Will install a canopy fabric awning along the length of the storefront, replace the broken double front glass pane doors, and will replace their existing sign with 24-inch channel sign letters in a matching style (as opposed to the different colors and fonts on the building now).



\*Note: We did receive more information from DMB Pizza that they are looking for an investment partner, not to sell the business outright. Therefore we are

recommending proceeding with their project. We will also be requesting their awning be green to match the others in Roosevelt Center.

### **Friends of Greenbelt Theater**

Will paint a mural along the back, north facing wall of the building that faces the Co-Op.



\*Note: The Greenbelt Theater originally requested money for window repair and replacement as well, but in conversation with the Assistant City Manager, we have decided to look for other funding sources for that project, since it's scope would exceed the available funds for the façade program.

### **Greenbelt Co-Op Supermarket and Pharmacy**

Proposing to replace the in and our doors from the plaza with a wide-double door, which will allow for more customer flow but also easier inventory egress for co-op ownership, as the split doors are currently too narrow to wheel out carts and other items.

Will also replace signage over the parking lot with light-up signage and add a light-up fin sign to the Southeast corner of the building. This fin sign would include some basic wayfinding for the Roosevelt Center underneath the Co-Op's own logo.



Inset: Mockup replacing existing sign with lighted sign



Above: Fin sign mockup

\*Note: We intend to send this notice of award with the others, but it will be contingent on the Co-Op getting signed approval from the new building ownership, GHI, after the close date.

If you have any questions on any of the projects, I'd be happy to go over them in more detail. Otherwise please let me know if we can proceed with the recommended awards.

Thank you,

Jessica Mailander  
Economic Development Manager  
City of Greenbelt

## **PROCLAMATION**

***WHEREAS**, National Civility Month is proudly celebrated every August, serving as a powerful reminder to promote and uphold respectful, kind, and courteous interactions among individuals and within our communities; and*

***WHEREAS**, National Civility Month was established by the International Institute of Civil Leadership in 2014; and*

***WHEREAS**, in the City of Greenbelt, our Community Pledge emphasizes that our strength lies in the diversity of our residents living together in a spirit of cooperation. We celebrate all individuals, recognizing that we are all enriched by one another. We are committed to being a respectful and welcoming community that is open, accessible, safe, and fair for everyone; and*

***WHEREAS**, National Civility Month emphasizes the vital importance of respectful interactions. Through collaboration and empathy, we affirm the principle of treating others exactly as we wish to be treated; and*

***WHEREAS**, National Civility Month promotes open-mindedness and active listening, creating a more positive and productive environment both personally and professionally, and*

***NOW, THEREFORE**, I, Emmett V. Jordan, by the authority vested in me by the residents and City Council of Greenbelt, Maryland, hereby proclaim the month of August,*

### **NATIONAL CIVILITY MONTH**

*in the City of Greenbelt and encourage residents to treat others with dignity, courtesy, politeness, and consideration.*

*IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Greenbelt, Maryland, to be affixed this 10<sup>th</sup> day of August 2026.*

*Emmett V. Jordan, Mayor*

Date 07/08/2026

Begin in open session

Note time Open Special Meeting Began 7:02

Members of Public in Attendance: Bill Orleans

Note any informational items discussed: none

TO MOVE INTO CLOSED SESSION

I move that Council go into Closed Session in accordance with Section 3-305(b)(1) of the General Provisions Article of the Annotated Code of the Public General Laws of Maryland to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.

The purpose of this meeting is to discuss personnel matters, specifically the City Manager's evaluation process and appointments to Advisory Boards and Committees

Note that Council **WILL RETURN TO OPEN SESSION** at 7:30 following this closed session, then **RETURN TO CLOSED SESSION** following the Advisory Board interviews.

Need second, roll call vote. (On Closed Session Form)

**WRITTEN STATEMENT FOR CLOSING A MEETING  
OF THE GREENBELT CITY COUNCIL**

Date: 07/08/2026 Time: 7:05 (first portion); 8:47 (second portion) Location: virtual via Zoom

Motion to close meeting made by: Weaver Seconded by: Fritz

Members voting to close meeting:

|                        | Yes | No | Abstain | Absent |
|------------------------|-----|----|---------|--------|
| Councilmember Fritz    | X   |    |         |        |
| Councilmember Knesel   | X   |    |         |        |
| Councilmember McKinney | X   |    |         |        |
| Councilmember Pompei   | X   |    |         |        |
| Councilmember Pope     |     |    |         | X      |
| Mayor Pro Tem Weaver   | X   |    |         |        |
| Mayor Jordan           | x   |    |         |        |

**STATUTORY AUTHORITY TO CLOSE SESSION (check all that apply):  
This meeting will be closed under General Provisions Article, §3-305(b) only:**

- (1) ☒ To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals;
- (2) ☐ To protect the privacy or reputation of individuals concerning a matter not related to public business;
- (3) ☐ To consider the acquisition of real property for a public purpose and matters directly related thereto;
- (4) ☐ To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- (5) ☐ To consider the investment of public funds;
- (6) ☐ To consider the marketing of public securities;
- (7) ☐ To consult with counsel to obtain legal advice on a legal matter;
- (8) ☐ To consult with staff, consultants, or other individuals about pending or potential litigation;

- (9) [ ] To conduct collective bargaining negotiations or consider matters that relate to the negotiations;
- (10) [ ] To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including:
- (i) the deployment of fire and police services and staff; and
  - (ii) the development and implementation of emergency plans;
- (11) [ ] To prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- (12) [ ] To conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- (13) [ ] To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- (14) [ ] Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

**FOR EACH CITATION CHECKED ABOVE, THE REASONS FOR CLOSING AND TOPICS TO BE DISCUSSED:**

§3-305(b) (1) personnel matters – City Manager’s evaluation and appointments to Advisory Boards and Committees

§3-305(b) ( ) \_\_\_\_\_

§3-305(b) ( ) \_\_\_\_\_

This statement is made by \_\_\_\_\_  
Emmett V. Jordan (Signature of Presiding Officer)

**WORKSHEET FOR USE IN CLOSED SESSION (CHECKLIST OF DISCLOSURES TO BE  
MADE IN MINUTES OF NEXT REGULAR MEETING-NOT A PART OF THE CLOSING STATEMENT)**

OFFICIALS ATTENDING CLOSED SESSION: [ x ] FRITZ; [ x ] JORDAN; [ x ] KNESEL;  
[ x ] MCKINNEY; [ x ] POMPI; [ ] POPE; [ x ] WEAVER

STAFF/OTHERS PRESENT:

Josué Salmerón (7:05 - 7:35)

TOPICS DISCUSSED: timeline and evaluation framework for City Manager's evaluation  
(7:05 to 7:35); appointments/reappointments to Advisory Boards and Committees (8:47  
to 9:53)

ACTION(S) TAKEN (IF ANY) AND RECORDED VOTES: decided on appointments and  
reappointments to advisory boards and committees, most by consensus; one motion  
not to reappoint voted on 5-1 (Jordan)

TIME CLOSED SESSION ADJOURNED: 9:53

PLACE OF CLOSED SESSION: virtual via Zoom

PURPOSE OF CLOSED SESSION: PERSONNEL MATTERS RELATED TO THE CITY MANAGER'S EVALUATION  
AND APPOINTMENTS TO ADVISORY BOARDS AND COMMITTEES

STATUTORY AUTHORITY FOR THE CLOSED SESSION: §3-305(b) (1); To discuss the appointment,  
employment, assignment, promotion, discipline, demotion, compensation, removal,  
resignation, or performance evaluation of appointees, employees, or officials over  
whom it has jurisdiction; or any other personnel matter that affects one or more  
specific individuals;

MEMBERS WHO VOTED TO CLOSE: [ x ] FRITZ; [ x ] JORDAN; [ x ] KNESEL; [ x ] MCKINNEY;  
[ x ] POMPI; [ ] POPE; [ x ] WEAVER

SIGNATURE OF PRESIDING OFFICER: \_\_\_\_\_

Form Revised: 02/11/2026

**WRITTEN STATEMENT FOR CLOSING A MEETING  
OF THE GREENBELT CITY COUNCIL**

Date: 07/15/2026 Time: 9:43 Location: Council Chambers

Motion to close meeting made by: Weaver Seconded by: Pompi

Members voting to close meeting:

|                        | Yes | No | Abstain | Absent |
|------------------------|-----|----|---------|--------|
| Councilmember Fritz    | X   |    |         |        |
| Councilmember Knesel   | X   |    |         |        |
| Councilmember McKinney | X   |    |         |        |
| Councilmember Pompi    | X   |    |         |        |
| Councilmember Pope     |     |    |         | X      |
| Mayor Pro Tem Weaver   | X   |    |         |        |
| Mayor Jordan           | X   |    |         |        |

**STATUTORY AUTHORITY TO CLOSE SESSION (check all that apply):  
This meeting will be closed under General Provisions Article, §3-305(b) only:**

- (1) ☒ To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or any other personnel matter that affects one or more specific individuals;
- (2) ☐ To protect the privacy or reputation of individuals concerning a matter not related to public business;
- (3) ☐ To consider the acquisition of real property for a public purpose and matters directly related thereto;
- (4) ☐ To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- (5) ☐ To consider the investment of public funds;
- (6) ☐ To consider the marketing of public securities;
- (7) ☐ To consult with counsel to obtain legal advice on a legal matter;
- (8) ☒ To consult with staff, consultants, or other individuals about pending or potential litigation;
- (9) ☐ To conduct collective bargaining negotiations or consider matters that relate to the negotiations;

- (10) [ ] To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including:
- (i) the deployment of fire and police services and staff; and
  - (ii) the development and implementation of emergency plans;
- (11) [ ] To prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- (12) [ ] To conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- (13) [ ] To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- (14) [ ] Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

**FOR EACH CITATION CHECKED ABOVE, THE REASONS FOR CLOSING AND TOPICS TO BE DISCUSSED:**

§3-305(b) (1) personnel matters, including the City Manager's evaluation and contract renewal, Advisory Board appointments, and any other updates related to specific individuals

§3-305(b) (8) updates from staff on pending or potential litigation

§3-305(b) ( ) \_\_\_\_\_

This statement is made by \_\_\_\_\_  
Emmett V. Jordan (Signature of Presiding Officer)

**WORKSHEET FOR USE IN CLOSED SESSION (CHECKLIST OF DISCLOSURES TO BE  
MADE IN MINUTES OF NEXT REGULAR MEETING-NOT A PART OF THE CLOSING STATEMENT)**

OFFICIALS ATTENDING CLOSED SESSION: [ x ] FRITZ; [ x ] JORDAN; [ x ] KNESEL (until  
10:49); [ x ] MCKINNEY; [ x ] POMPI; [ ] POPE; [ x ] WEAVER

STAFF/OTHERS PRESENT:

Josué Salmerón, City Manager

TOPICS DISCUSSED: Personnel updates related to vacancies and recent hires; City  
Manager evaluation and contract renewal process; updates on legal issues; brief  
discussion of Advisory Board appointments

ACTION(S) TAKEN (IF ANY) AND RECORDED VOTES: none

TIME CLOSED SESSION ADJOURNED: 10:52

PLACE OF CLOSED SESSION: Council Chamber

PURPOSE OF CLOSED SESSION: BRIEFING ON PERSONNEL ISSUES AND PENDING LEGAL MATTERS

STATUTORY AUTHORITY FOR THE CLOSED SESSION: §3-305(b) (1); (8); (a) To discuss the  
appointment, employment, assignment, promotion, discipline, demotion, compensation,  
removal, resignation, or performance evaluation of appointees, employees, or officials  
over whom it has jurisdiction; or any other personnel matter that affects one or more  
specific individuals; (b) To consult with staff, consultants, or other individuals about  
pending or potential litigation

MEMBERS WHO VOTED TO CLOSE: [ x ] FRITZ; [ x ] JORDAN; [ x ] KNESEL; [ x ] MCKINNEY;  
[ x ] POMPI; [ ] POPE; [ x ] WEAVER

SIGNATURE OF PRESIDING OFFICER: \_\_\_\_\_

Form Revised: 02/11/2026

Date 07/15/2026

Begin in open session

Note time Open Special Meeting Began 9:41

Members of Public in Attendance: In-person: Bill Orleans, Michael, Hartman;  
online: Tara (no last name given)

Note any informational items discussed: flag lowered to half-staff for passing of  
former Mayor Gil Weidenfeld

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### TO MOVE INTO CLOSED SESSION

I move that Council go into Closed Session in accordance with Section 3-305(b)(1) and (8) of the General Provisions Article of the Annotated Code of the Public General Laws of Maryland, 1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals; and 2) to consult with staff, consultants, or other individuals about pending or potential litigation.

The purpose of this meeting is to discuss 1) to address personnel matters over which this public body has jurisdiction; and 2) to consult with staff, consultants, or other individuals about pending or potential litigation.

Note that Council **WILL NOT RETURN TO OPEN SESSION** following this closed session.

Need second, roll call vote. (On Closed Session Form)

Introduced:  
1<sup>st</sup> Reading:  
Passed:  
Posted:  
Effective:

RESOLUTION NUMBER 2135

A RESOLUTION TO REPEAL RESOLUTION 2107 AND TO ESTABLISH ADMISSION  
FEES AND PASS RATES FOR THE GREENBELT AQUATIC AND FITNESS CENTER,  
EFFECTIVE SEPTEMBER 8, 2026

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WHEREAS, it has been determined that it is appropriate to establish fees for the Greenbelt Aquatic and Fitness Center by resolution; and

WHEREAS, an increase in pass rates was approved in the Fiscal Year 2027 budget.

NOW, THEREFORE, BE IT RESOLVED that Resolution 2107 be repealed effective September 8, 2026; and

BE IT FURTHER RESOLVED that the following admission fees and pass rates are hereby established for the Greenbelt Aquatic and Fitness Center, to be effective September 8, 2026:

| DAILY ADMISSION FEES           |          |              |                                   |
|--------------------------------|----------|--------------|-----------------------------------|
|                                | Resident | Non-Resident | Resident or Pass-Holder Guest Fee |
| Non-Summer                     |          |              |                                   |
| Youth (1-13)                   | \$3.50   | \$5.50       | NA                                |
| Young Adult (14-17)            | \$4.50   | \$6.50       | NA                                |
| Adult (18-59)                  | \$5.50   | \$7.50       | NA                                |
| Senior Adult (60+)             | \$4.25   | \$5.75       | NA                                |
| Summer – Weekdays              |          |              |                                   |
| Youth (1-13)                   | \$4.00   | \$6.00       | NA                                |
| Young Adult (14-17)            | \$5.00   | \$7.00       | NA                                |
| Adult (18-59)                  | \$6.00   | \$8.00       | NA                                |
| Senior Adult (60+)             | \$4.75   | \$6.25       | NA                                |
| Summer - Weekends and Holidays |          |              |                                   |
| Youth (1-13)                   | \$4.00   | NA           | \$6.00                            |

|                     |        |    |        |
|---------------------|--------|----|--------|
| Young Adult (14-17) | \$5.00 | NA | \$7.00 |
| Adult (18-59)       | \$6.00 | NA | \$8.00 |
| Senior Adult (60+)  | \$4.75 | NA | \$6.25 |

**PASS RATES**

|                            | <b>Resident</b> | <b>Non-Resident</b> |
|----------------------------|-----------------|---------------------|
| <b>Annual</b>              |                 |                     |
| Youth (1-13)               | \$131           | \$282               |
| Young Adult (14-17)        | \$206           | \$354               |
| Adult (18-59)              | \$282           | \$426               |
| Senior Adult (60+)         | \$146           | \$298               |
| Single-Parent Family       | \$415           | \$708               |
| Family                     | \$583           | \$762               |
| Corporate                  | \$1,172         | \$1,172             |
| <b>9-Month (No Summer)</b> |                 |                     |
| Youth (1-13)               | \$99            | \$223               |
| Young Adult (14-17)        | \$159           | \$279               |
| Adult (18-59)              | \$223           | \$337               |
| Senior Adult (60+)         | \$107           | \$238               |
| Single-Parent Family       | \$319           | \$558               |
| Family                     | \$450           | \$646               |
| Corporate                  | n/a             | n/a                 |
| <b>Summer Only</b>         |                 |                     |
| Youth (1-13)               | \$69            | \$159               |
| Young Adult (14-17)        | \$108           | \$200               |
| Adult (18-59)              | \$146           | \$238               |
| Senior Adult (60+)         | \$72            | \$178               |
| Single-Parent Family       | \$212           | \$399               |
| Family                     | \$289           | \$456               |
| Corporate                  | n/a             | n/a                 |

| <b>EMPLOYEE PASSES (calculated per COPAR)</b> |               |               |
|-----------------------------------------------|---------------|---------------|
|                                               | <b>Summer</b> | <b>Annual</b> |
| Single                                        | FREE          | \$141         |
| Family                                        | \$30          | \$292         |

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| <b>CITY ADVISORY BOARD MEMBER PASSES</b> |               |               |
|------------------------------------------|---------------|---------------|
|                                          | <b>Summer</b> | <b>Annual</b> |
| Single                                   | NA            | \$141         |
| Family                                   | NA            | \$292         |

PASSED by the Council of the City of Greenbelt, Maryland, at its regular meeting of August 10, 2026.

\_\_\_\_\_  
Emmett V. Jordan, Mayor

ATTEST:

\_\_\_\_\_  
Bonita Anders, City Clerk

# SWIMMING FACILITY RATE COMPARISONS

| FACILITY                                                                                                                                                           |                                                                                                                               |                | ADOPTED DAILY ADMISSION FEES |                      |                      |                           | ADOPTED MEMBERSHIP FEES |              |                     |          |         | ADOPTED SUMMER FEES |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|----------------|------------------------------|----------------------|----------------------|---------------------------|-------------------------|--------------|---------------------|----------|---------|---------------------|--|
| GREENBELT AQUATIC & FITNESS CENTER<br><br>Owner: City of Greenbelt<br><br>Indoor and Outdoor Pool(s),<br>Hydrotherapy Pool & Fitness Center                        | \$ Increase                                                                                                                   |                | Res.                         | Non-Res.             | Guest Fee            | % Increase                | 12 Month                |              | 9 Month             |          |         |                     |  |
|                                                                                                                                                                    | \$ 0.25                                                                                                                       | \$ 0.75        |                              |                      |                      | 5%                        | Memberships             |              | Memberships         |          |         |                     |  |
|                                                                                                                                                                    | Non-Summer                                                                                                                    |                |                              |                      |                      |                           | Res.                    | Non-Res.     | Res.                | Non-Res. | Res.    | Non-Res.            |  |
|                                                                                                                                                                    | Youth (1-13)                                                                                                                  |                | \$3.50                       | \$5.50               | n/a                  | Youth (1-13)              | \$131                   | \$282        | \$99                | \$223    | \$69    | \$159               |  |
|                                                                                                                                                                    | Young Adult (14-17)                                                                                                           |                | \$4.50                       | \$6.50               | n/a                  | Yng Adlt (14-17)          | \$206                   | \$354        | \$159               | \$279    | \$108   | \$200               |  |
|                                                                                                                                                                    | Adult (18-59)                                                                                                                 |                | \$5.50                       | \$7.50               | n/a                  | Adult (18-59)             | \$282                   | \$426        | \$223               | \$337    | \$146   | \$238               |  |
|                                                                                                                                                                    | Senior (60+)                                                                                                                  |                | \$4.25                       | \$5.75               | n/a                  | Senior (60+)              | \$146                   | \$298        | \$107               | \$238    | \$72    | \$178               |  |
|                                                                                                                                                                    | Summer – Weekdays                                                                                                             |                |                              |                      |                      | Sgl. Prnt. Family         | \$415                   | \$708        | \$319               | \$558    | \$212   | \$399               |  |
|                                                                                                                                                                    | Youth (1-13)                                                                                                                  |                | \$4.00                       | \$6.00               | n/a                  | Family                    | \$583                   | \$762        | \$450               | \$646    | \$289   | \$456               |  |
|                                                                                                                                                                    | Young Adult (14-17)                                                                                                           |                | \$5.00                       | \$7.00               | n/a                  | Corporate                 | \$1,172                 | \$1,172      | n/a                 | n/a      | n/a     | n/a                 |  |
|                                                                                                                                                                    | Adult (18-59)                                                                                                                 |                | \$6.00                       | \$8.00               | n/a                  |                           |                         |              |                     |          |         |                     |  |
|                                                                                                                                                                    | Senior (60+)                                                                                                                  |                | \$4.75                       | \$6.25               | n/a                  | CURRENT MEMBERSHIP FEES   |                         |              |                     |          |         | CURRENT SUMMER FEES |  |
|                                                                                                                                                                    | Summer – Weekends and Holidays                                                                                                |                |                              |                      |                      |                           | 12 Month Memberships    |              | 9 Month Memberships |          |         |                     |  |
|                                                                                                                                                                    | Youth (1-13)                                                                                                                  |                | \$4.00                       | N/A                  | \$6.00               |                           | Res.                    | Non-Res.     | Res.                | Non-Res. | Res.    | Non-Res.            |  |
|                                                                                                                                                                    | Young Adult (14-17)                                                                                                           |                | \$5.00                       | N/A                  | \$7.00               |                           |                         |              |                     |          |         |                     |  |
|                                                                                                                                                                    | Adult (18-59)                                                                                                                 |                | \$6.00                       | N/A                  | \$8.00               | Youth (1-13)              | \$125                   | \$269        | \$95                | \$212    | \$66    | \$151               |  |
|                                                                                                                                                                    | Senior (60+)                                                                                                                  |                | \$4.75                       | N/A                  | \$6.25               | Yng Adlt (14-17)          | \$196                   | \$337        | \$151               | \$266    | \$103   | \$190               |  |
|                                                                                                                                                                    |                                                                                                                               |                |                              |                      |                      | Adult (18-59)             | \$269                   | \$405        | \$212               | \$321    | \$139   | \$227               |  |
|                                                                                                                                                                    |                                                                                                                               |                |                              |                      |                      | Senior (60+)              | \$139                   | \$284        | \$102               | \$227    | \$68    | \$169               |  |
|                                                                                                                                                                    |                                                                                                                               |                |                              |                      |                      | Sgl. Prnt. Family         | \$395                   | \$674        | \$303               | \$531    | \$202   | \$380               |  |
|                                                                                                                                                                    |                                                                                                                               |                |                              |                      |                      | Family                    | \$555                   | \$726        | \$428               | \$615    | \$275   | \$435               |  |
|                                                                                                                                                                    |                                                                                                                               |                |                              |                      |                      | Corporate                 | \$1,116                 | \$1,116      | n/a                 | n/a      | n/a     | n/a                 |  |
|                                                                                                                                                                    | FAIRLAND AQUATIC CENTER<br><br>Owner: M-NCPPC<br><br>Indoor pool only (Main & Leisure),<br>Hydrotherapy Pool & Fitness Center | Fitness Center |                              | County               |                      | Non-County                |                         | Aquatic Pass |                     | County   |         | Non-County          |  |
| Adult (18-59)                                                                                                                                                      |                                                                                                                               | \$7.00         |                              | \$10.00              |                      | Adult                     | Chld/Sr                 |              |                     | Adult    | Chld/Sr |                     |  |
|                                                                                                                                                                    |                                                                                                                               |                |                              |                      |                      | Month                     | \$30                    | \$21         | \$39                | \$28     |         |                     |  |
| Pool Admission                                                                                                                                                     |                                                                                                                               |                |                              |                      |                      | 3 Month                   | \$85                    | \$60         | \$111               | \$78     |         |                     |  |
| Child                                                                                                                                                              |                                                                                                                               | \$5.00         |                              | \$7.00               |                      | 9 Month                   | -                       | -            | -                   | -        |         |                     |  |
| Adult                                                                                                                                                              |                                                                                                                               | \$6.00         |                              | \$8.00               |                      | 1 Year                    | \$340                   | \$240        | \$444               | \$310    |         |                     |  |
| Senior                                                                                                                                                             |                                                                                                                               | \$5.00         |                              | \$7.00               |                      | Fam-1 Yr.                 | \$560                   |              | \$728               |          |         |                     |  |
|                                                                                                                                                                    |                                                                                                                               |                |                              |                      |                      | Sr. Couple 1-Yr           | -                       |              | -                   |          |         |                     |  |
|                                                                                                                                                                    |                                                                                                                               |                |                              |                      |                      |                           |                         |              |                     |          |         |                     |  |
| MARTIN LUTHER KING SWIM CENTER<br><br>Owner: Montgomery County<br><br>Indoor Pool only (Main & Teaching),<br>Weight Room (universal), Diving,<br>Hydrotherapy Pool |                                                                                                                               |                | County                       | Non-County (Weekday) | Non-County (Weekend) | ANNUAL/SUMMER MEMBERSHIPS |                         |              |                     |          |         |                     |  |
|                                                                                                                                                                    | Youth (1-17)                                                                                                                  |                | \$5.00                       | \$20.00              | \$20.00              |                           | County                  |              | Non-County          |          |         |                     |  |
|                                                                                                                                                                    | Adult (18-54)                                                                                                                 |                | \$7.00                       | \$20.00              | \$20.00              | Family                    | \$550                   | \$300        | \$650               | \$400    |         |                     |  |
|                                                                                                                                                                    | Senior (55+)                                                                                                                  |                | \$6.00                       | \$20.00              | \$20.00              | Pair                      | \$490                   | \$260        | \$550               | \$320    |         |                     |  |
|                                                                                                                                                                    |                                                                                                                               |                |                              |                      |                      | Individual                | \$400                   | \$210        | \$460               | \$270    |         |                     |  |
|                                                                                                                                                                    |                                                                                                                               |                |                              |                      |                      | Sr. Couple                | \$450                   | \$250        | \$550               | N/A      |         |                     |  |
|                                                                                                                                                                    |                                                                                                                               |                |                              |                      |                      | Senior                    | \$320                   | \$190        | \$460               | N/A      |         |                     |  |

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# MEMORANDUM

To: Josué Salmerón, City Manager  
From: Greg Varda, Director, Greenbelt Recreation  
Nicole DeWald, Arts Supervisor  
Cc: Anne Oudemans, Assistant Director, Recreation Programs  
Andrew Phelan, Assistant Director, Recreation Facilities and Operations  
Jaime Fearer, Acting Director, Planning and Community Development  
Bonita Anderson, City Clerk  
Shaniya Lashley-Mullen, Deputy Clerk  
Date: July 6, 2026  
Re: Proposed Skate Park Mural

Greenbelt Recreation is currently exploring the possibility of commissioning a painted mural for the retaining wall at the lower end of the Greenbelt Skate Park with the potential for additional painted elements inside the park itself. The retaining wall frames a significant bike/pedestrian thoroughfare; artwork in this location will be experienced by the general public as well as by patrons of the Skate Park, Youth Center, and Braden Athletic Complex. Despite the proximity of this site to the new Joy sculpture, this location is recommended as a means to alleviate the poor aesthetic condition of the retaining wall, provide a more uplifting public experience, and potentially to help deter tagging.

We believe this project can be accomplished with a relatively modest designation of funds from the state bond bill received in this year's Maryland General Assembly session. Staff are beginning to gather technical guidance regarding masonry preparation and recommended materials as well as obtaining budget estimates from regional mural artists. Greenbelt Recreation is reaching out at this time to request Council's permission to proceed with the project, pending clarification of the budget (not expected to exceed \$50,000) and the approval of the Maryland Historic Trust.

Upon Council's approval, staff will reach out to the Arts Advisory Board, Advisory Planning Board, Park and Recreation Advisory Board, and Youth Advisory Committee. We are also prepared to roll out a stakeholder survey, open to all while centering the experience of those who use the Skate Park and/or the Greenbelt Youth Center in any manner.

We anticipate administering an artist selection process similar to that which was utilized for the creation of the Joy sculpture but adapted a bit in light of the more open-ended timeframe. We plan to nominate a Project Advisory Committee for your approval, including ex-officio staff and community stakeholders. A Request for Qualifications will be opened. The Committee will select semi-finalists from among the applications. These artists will participate in a virtual public meeting, followed by a public comment period. The Committee will select one or more finalists to prepare design proposals. Another opportunity will be given for public comment, and the Committee will recommend for your approval an artist/team and design. Our hope is to have the mural installed by fall of 2027.

Thank you for your consideration and for your support of public art.



# MEMORANDUM

**Kevin Carpenter-Driscoll**  
Operations Manager  
kdriscoll@greenbeltmd.gov

Date: 8/3/2026

To: Mr. Josué Salmerón, City Manager

From: Kevin Carpenter-Driscoll, Operations Manager

Re: **FY27 Vehicle Purchases**

**SUBJ.: Council Approval to Complete FY27 Vehicle Purchases**

## Background:

The FY27 budget has funds allocated for new and replacement vehicle purchases including a replacement small aerial lift vehicle (AT37G bucket truck), a replacement Ford F350 Crew Cab, and a new Bobcat MT100 Mini Track Loader.

The AT37G small bucket truck will replace unit 146, a 2007 small bucket truck that has been taken out of service. Staff has identified the vendor Altec Industries, Inc. to purchase the AT37G at a price of \$172,482.00 through Sourcewell contract and an additional \$600.00 for stickering.

The Ford F350 Crew Cab will replace unit 118, Public Works 2014 F350 Super Duty. Staff has identified the vendor Hertrich Fleet Services, Inc. to purchase the F350 at a price of \$66,691.00 for the vehicle, lift gate, and plow package through a state contract and an additional \$3,500.00 for stickering and warning lights.

The MT100 Mini Track Loader is a new addition to the Public Works Equipment fleet, having proven essential for snow removal activities this year. Staff has identified the vendor Metro Bobcat, Inc to purchase the MT100 at a price of \$48,972.46 through Sourcewell contract for the Mini Track Loader and various snow removal attachments and an additional \$300.00 for stickering.

The total cost for the three pieces of equipment is \$17,230.00 under the budgeted amount for FY27. Additionally, the Department has learned that the final invoice for the electric refuse vehicle will be

\$37,600.00 under budget due to a change in warranty policy by Mack. The Department is assessing options to leverage the remaining funds to meet outstanding operational needs.

See attached quotes for details.

**Recommendation:**

Staff recommends that the City Council authorize the City Manager to complete the purchase of:

- One (1) AT37G small bucket truck from Altec Industries, Inc. using Sourcewell contract # 110421-ALT at a purchase price of \$172,482.00, and an additional \$600.0 for stickering.
- One (1) Ford F350 Crew Cab from Hertrich Fleet Services, Inc. riding state contract # 001B6600273 at a purchase price of \$66,691.00, and an additional \$3,500.00 for stickering and warning lights.
- One (1) Bobcat MT100 Mini Track Loader from Metro Bobcat, Inc. using Sourcewell contract # 020223-CEC at a purchase price of \$48,972.46, and an additional \$300.00 for stickering.

**ATTACHMENTS:**

- <Sourcewell Quote 1989623 (City of Greenbelt (MD)) AT40G Outrigger F550 4x2.pdf>
- <City of Greenbelt W3B 030626\_F350.pdf>
- <CITY OF GREENBELT - MT100 - TJ1695667.pdf>

Quoted for: City of Greenbelt (MD)  
 Quoted by: Kade Fulkerson  
 Altec Account Manager: Toby Peer

| REFERENCE ALTEC MODEL                                   | Sourcewell Price |
|---------------------------------------------------------|------------------|
| AT37G Articulating Telescopic Aerial Device (Insulated) | \$161,317        |

(A.) SOURCEWELL OPTIONS ON CONTRACT (Unit)

|   |            |                                                               |         |
|---|------------|---------------------------------------------------------------|---------|
| 1 | AT37G-US40 | 40' Boom Height (AT40-G) MUST quote ISO option                | \$3,264 |
| 2 | AT37G-ISO  | ISO boom - MUST QUOTE for 40' boom height (n/a on base model) | \$5,746 |
| 3 | AT37G-HFO  | H Frame Outriggers, Wooden Outrigger Pads, and Pad Holders    | \$4,793 |
| 4 |            |                                                               |         |

(A1.) SOURCEWELL OPTIONS ON CONTRACT (General)

|                           |    |                                                 |           |
|---------------------------|----|-------------------------------------------------|-----------|
| 1                         | FE | POWER EQUIPMENT (Power Locks and Power Windows) | \$1,381   |
| 2                         |    |                                                 |           |
| 3                         |    |                                                 |           |
| 4                         |    |                                                 |           |
| 5                         |    |                                                 |           |
| 6                         |    |                                                 |           |
| 7                         |    |                                                 |           |
| 8                         |    |                                                 |           |
| 9                         |    |                                                 |           |
| 10                        |    |                                                 |           |
| SOURCEWELL OPTIONS TOTAL: |    |                                                 | \$176,500 |

(B.) OPEN MARKET ITEMS (Customer Requested)

|                            |                      |                                   |          |
|----------------------------|----------------------|-----------------------------------|----------|
| 1                          | UNIT                 |                                   | \$0      |
| 2                          | UNIT & HYDRAULIC ACC |                                   | \$0      |
| 3                          | BODY                 | Body MY Price Adjustment          | \$993    |
| 4                          | BODY & CHASSIS ACC   |                                   | \$0      |
| 5                          | ELECTRICAL           |                                   | \$0      |
| 6                          | FINISHING            |                                   | \$0      |
| 7                          | CHASSIS              | Ford F550 4x2 MY Price Adjustment | \$515    |
| 8                          | OTHER                | Altec MY Price Adjustment         | -\$8,089 |
| OPEN MARKET OPTIONS TOTAL: |                      |                                   | -\$6,581 |

SUB-TOTAL FOR UNIT/BODY/CHASSIS: \$169,919.00  
 Delivery to Customer: \$2,563.00

TOTAL FOR UNIT/BODY/CHASSIS: \$172,482.00

(C.) ADDITIONAL ITEMS (items are not included in total above)

|   |  |  |  |
|---|--|--|--|
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |

\*\*Pricing valid for 45 days\*\*

**NOTES**

**PRICING:** Altec will make every effort to honor this quotation, subject to the following provisions. Prices for equipment with production start dates 12 months and beyond are considered budgetary due to potential cost inflation, market volatility, and tariff implications. These prices will be reviewed based on market conditions and confirmed closer to the production date. Quotes and orders with chassis model years beyond the current open order bank are estimates only. Altec's turn-key pricing is subject to change based on chassis pricing received from the OEM. Chassis model year, specifications, and price will be reviewed and confirmed when specific model year information becomes available from the OEM, and any chassis price difference, including adjustments for tariffs, will be passed through to the customer.

**PAINT COLOR:** White to match chassis, unless otherwise specified

**WARRANTY:** Standard Altec Warranty for Aerials and Derricks - One (1) year parts warranty One (1) year labor warranty Ninety (90) days

**TO ORDER:** To order, please contact the Altec Account Manager listed above.

**CHASSIS:** Per Altec Commercial Standard

**DELIVERY:** TBD Based on availability, FOB Customer Location

**TERMS:** Net 30 days

**BEST VALUE:** Altec boasts the following "Best Value" features: Altec ISO Grip Controls for Extra Protection, Only Lifetime Warranty on Structural Components in Industry, Largest Service Network in Industry (Domestic and Overseas), Altec SENTRY Web/CD Based Training, Dedicated/Direct Gov't Sales Manager, In-Service Training with Every Order.

**TRADE-IN:** Please ask your Altec Account Manager for more information

# HERTRICH FLEET SERVICES, INC

1427 Bay Road Milford, DE 19963

Ford - Chevrolet - Dodge - Jeep  
Lincoln - Honda - Buick - GMC - Toyota - Nissan

(800) 698-9825

(302) 422-3300

Fax: (302) 839-0555

June 23, 2026

Herris Moo-Young

Department of Public Works

City of Greenbelt

We are pleased to provide a quote for a 2027 Ford F350 Crew Cab, priced, and equipped as follows:

| ✓ | Code           | Description                                                                                                                                                                                                                                                                                                                                                   | Amount          |
|---|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
|   | <b>W3B</b>     | 2027 F350 - Crew Cab - 4WD - 176" WB                                                                                                                                                                                                                                                                                                                          |                 |
|   | <b>99A/44F</b> | 7.3L V8 Gas Engine/10 Speed Automatic Transmission                                                                                                                                                                                                                                                                                                            |                 |
|   | <b>Z1/AS</b>   | Oxford White Exterior & Medium Dark Slate Vinyl 40/20/40 Bench Seat                                                                                                                                                                                                                                                                                           |                 |
|   | <b>X3E</b>     | 3.73 Elocking Rear axle                                                                                                                                                                                                                                                                                                                                       | \$430           |
|   | <b>18B</b>     | Platform Running Boards                                                                                                                                                                                                                                                                                                                                       | \$445           |
|   | <b>425</b>     | 50 State Emissions                                                                                                                                                                                                                                                                                                                                            | NC              |
|   | <b>43C</b>     | 120v/400w Outlet                                                                                                                                                                                                                                                                                                                                              | \$175           |
|   | <b>67B</b>     | 410 Amp Alternator                                                                                                                                                                                                                                                                                                                                            | \$115           |
|   | <b>85S</b>     | Tough Bed                                                                                                                                                                                                                                                                                                                                                     | \$625           |
|   |                |                                                                                                                                                                                                                                                                                                                                                               |                 |
|   |                | DeJana Upfit<br>SUPPLY AND INSTALL A 8.5' PRO PLUS WESTERN ULTRAMOUNT SNOWPLOW<br>DELIVERY SUBJECT TO AVAILABILITY<br>NIGHTHAWK HEADLIGHT KIT, HALOGEN, STANDARD WITH PLOW<br>MULTI-POSITION PLOW HAND HELD CONTROLLER<br>MUNICIPAL PRICING USED<br>WESTERN RUBBER DEFLECTOR 8.5' AND 9' BLADES<br><br>TOMMY GATE<br>Relocate Factory Camera & wiring harness | \$12,985        |
|   |                |                                                                                                                                                                                                                                                                                                                                                               |                 |
|   |                |                                                                                                                                                                                                                                                                                                                                                               |                 |
|   |                | MSRP \$57,925                                                                                                                                                                                                                                                                                                                                                 |                 |
|   |                |                                                                                                                                                                                                                                                                                                                                                               |                 |
|   |                | Truck Pricing                                                                                                                                                                                                                                                                                                                                                 | \$53,706        |
|   |                | DeJana Plow/Tommy Gate                                                                                                                                                                                                                                                                                                                                        | \$12,985        |
|   |                | <b>Total for Truck Including Plow</b>                                                                                                                                                                                                                                                                                                                         | <b>\$66,691</b> |

Please get in touch with any questions, changes, or to submit an order. I look forward to hearing from you.

Respectfully Submitted, John Worrall [jworrall@hertrichfleet.com](mailto:jworrall@hertrichfleet.com) or 800-698-9825



Product Quotation  
 Quotation Number: **TJ1695667**  
 Quote Sent Date: **Mar 11, 2026**  
 Expiration Date: **Apr 10, 2026**

Your Bobcat Contact  
**Tara James**  
 Phone: +17012416329  
 Email: [tara.james@doosan.com](mailto:tara.james@doosan.com)

Your Customer Contact

Deliver to  
**CITY OF GREENBELT G00486**  
 PUBLIC WORKS  
 GREENBELT, MD, 20770

Bobcat Dealer  
**Metro Bobcat, Inc., Forestville, MD**  
 7002 MARLBORO PIKE  
 FORESTVILLE, MD, 20747-3242

Bill to  
**CITY OF GREENBELT G00486**

| Item Name                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Item Number   | Quantity                                                                                                                                                                                                                                                        | Price Each | Total     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----------|
| <b>MT100 Mini Track Loader</b>                                                                                                                                                                                                                                                                                                                                                                                                                                   | M0115         | 1                                                                                                                                                                                                                                                               | 29,248.80  | 29,248.80 |
| <b>Standard Equipment:</b><br>25 HP Tier IV Diesel Engine<br>Auxiliary Hydraulics<br>Attachment Interface Bob-Tach or CII (To accept approved attachments)<br>Built-In Tie Down & Crane/Lift Locations<br>Continuous Flow Shutoff Lever<br>Hydrostatic Drive Train<br>Counterweights - Includes (4) 30 pound weights<br>Instrumentation:<br>Hourmeter<br>Engine Temperature & Fuel Gauges<br>Voltmeter and Warning Lights<br>Lift Arm Lockout With Manual Bypass |               | Lift Arm Support<br>Neutral Start Interlocks<br>Parking Brake<br>ISO Pattern Joystick Travel Control<br>Spark Arrestor Muffler<br>Tilt Lockout<br>Tilt Steering<br>Storage Cubby<br>Cup Holder<br>Tracks: Rubber, 7.1 inches Wide<br>Machine Width 35.6 inches" |            |           |
| <b>Bob-Tach Interface (MT100)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                | M0115-R02-C01 | 1                                                                                                                                                                                                                                                               | 0.00       | 0.00      |
| <b>Wide Track</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                | M0115-R09-C02 | 1                                                                                                                                                                                                                                                               | 709.80     | 709.80    |
| <b>44" General Purpose Bucket</b>                                                                                                                                                                                                                                                                                                                                                                                                                                | 7114581       | 1                                                                                                                                                                                                                                                               | 779.00     | 779.00    |
| <b>Bolt-On Cutting Edge, 44"</b>                                                                                                                                                                                                                                                                                                                                                                                                                                 | 6729043       | 1                                                                                                                                                                                                                                                               | 113.02     | 113.02    |
| <b>Snow Blower 26X48</b>                                                                                                                                                                                                                                                                                                                                                                                                                                         | M7053         | 1                                                                                                                                                                                                                                                               | 4,816.12   | 4,816.12  |
| <b>MOTOR PACKAGE 50CC (8-12 gpm)</b>                                                                                                                                                                                                                                                                                                                                                                                                                             | M7053-R01-C01 | 1                                                                                                                                                                                                                                                               | 608.76     | 608.76    |
| <b>54" Utility Blade</b>                                                                                                                                                                                                                                                                                                                                                                                                                                         | 7196165       | 2                                                                                                                                                                                                                                                               | 1,947.12   | 3,894.24  |
| <b>Attachment Control Kit, Mini Track Loader</b>                                                                                                                                                                                                                                                                                                                                                                                                                 | 7427838       | 1                                                                                                                                                                                                                                                               | 504.46     | 504.46    |
| <b>52" Angle Broom</b>                                                                                                                                                                                                                                                                                                                                                                                                                                           | M7043         | 1                                                                                                                                                                                                                                                               | 4,259.04   | 4,259.04  |
| <b>52" Angle Broom with 10.3 motor (9.6-12.0 gpm)</b>                                                                                                                                                                                                                                                                                                                                                                                                            | M7043-R02-C01 | 1                                                                                                                                                                                                                                                               | 471.20     | 471.20    |
| <b>Case Drain Kit</b>                                                                                                                                                                                                                                                                                                                                                                                                                                            | 7279903       | 1                                                                                                                                                                                                                                                               | 172.15     | 172.15    |
| <b>Shutdown Kit</b>                                                                                                                                                                                                                                                                                                                                                                                                                                              | 7348547       | 1                                                                                                                                                                                                                                                               | 717.87     | 717.87    |
| Total for MT100 Mini Track Loader                                                                                                                                                                                                                                                                                                                                                                                                                                |               |                                                                                                                                                                                                                                                                 |            | 46,294.46 |
| Quote Subtotal                                                                                                                                                                                                                                                                                                                                                                                                                                                   |               |                                                                                                                                                                                                                                                                 |            | 46,294.46 |
| Dealer PDI                                                                                                                                                                                                                                                                                                                                                                                                                                                       |               |                                                                                                                                                                                                                                                                 |            | 300.00    |
| Freight Charges                                                                                                                                                                                                                                                                                                                                                                                                                                                  |               |                                                                                                                                                                                                                                                                 |            | 800.00    |
| Destination Charges                                                                                                                                                                                                                                                                                                                                                                                                                                              |               |                                                                                                                                                                                                                                                                 |            | 698.00    |
| Dealer Assembly Charges                                                                                                                                                                                                                                                                                                                                                                                                                                          |               |                                                                                                                                                                                                                                                                 |            | 880.00    |

|  |                          |                  |
|--|--------------------------|------------------|
|  | <b>Quote Total - USD</b> | <b>48,972.46</b> |
|--|--------------------------|------------------|

**Comment:**

\*Plus applicable taxes. IF Tax Exempt, please include Tax Exempt Certificate with the order.

\*Prices per the Sourcwell Contract #020223-CEC

\*Sourcwell Member Number (if applicable): \_\_\_\_\_

\*All orders should include 1) Accounts Payable Contact and email address, 2) W9 with correct legal entity name, and 3) Bill to Address.

\*Orders may be placed with the contract holder or authorized dealer as allowed by the terms and conditions of the contract. \*A Copy of all orders must be provided to Heather.Messmer@Doosan.com.

\*Contact Holder Information: Doosan Bobcat North America, Inc. Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078. TID# 38-0425350.

\*Payment Terms: Net 60 Days. Credit cards accepted.

\*Remittance address: Doosan Bobcat North America, Inc. P. O. Box 74007382, Chicago, IL 60674-7382

|                                                                     |                       |
|---------------------------------------------------------------------|-----------------------|
| <b>Customer Acceptance:</b>                                         |                       |
| Quotation Number: <b>TJ1695667</b>                                  | Purchase Order: _____ |
| <b>Authorized Signature:</b>                                        |                       |
| Print: _____                                                        | Sign: _____           |
| Date: _____                                                         | Email: _____          |
| <b>Addresses</b>                                                    |                       |
| Delivery Address _____                                              |                       |
| Billing Address (if different from ship to): _____                  |                       |
| Tax Exempt: Y <input type="checkbox"/> / N <input type="checkbox"/> |                       |
| Exempt in the State of: _____                                       |                       |
| Tax Exempt ID: _____                                                |                       |
| Federal: _____                                                      |                       |
| State: _____                                                        |                       |
| Expiration Date: _____                                              |                       |



CITY OF GREENBELT  
Department of Public Works  
555 Crescent Road • Greenbelt, Maryland 20770  
301.474.8004

## M E M O R A N D U M

---

**Date:** July 21, 2026  
**To:** Josue Salmeron, City Manager  
**From:** Luisa Robles, Sustainability Coordinator  
**Via:** Brian Kim, Director of Public Works  
**SUBJECT:** Authorization to Utilize Steven Winter Associates' GSA Contract for Decarbonization Roadmap and Building Electrification Feasibility Study

The purpose of this memorandum is to request approval to proceed with contracting **Steven Winter Associates, Inc. (SWA)** to conduct the City's **Decarbonization Roadmap and Building Electrification Feasibility Study** utilizing the firm's existing **General Services Administration (GSA) Schedule Contract**.

The proposed study will provide the City with a comprehensive evaluation of municipal facilities and establish a roadmap for reducing greenhouse gas emissions through energy efficiency improvements and electrification strategies. The project scope includes analysis of current energy consumption and emissions, assessment of existing building systems, identification of retrofit opportunities, stakeholder engagement, and development of prioritized implementation recommendations. These planning activities are intended to support future capital investments and help the City strategically advance its sustainability and decarbonization goals.

As identified in the Maryland Energy Administration (MEA) L-GEM grant application, the City intends to engage a qualified consultant with specialized expertise in decarbonization planning because the technical analysis, modeling, and stakeholder engagement requirements exceed available staff capacity. The application specifically anticipated engaging a consultant such as Steven Winter Associates to complete this work.

Steven Winter Associates holds an active federal **GSA Schedule Contract**, which is a competitively procured contract vehicle established through a rigorous federal solicitation and evaluation process. Because the GSA contract was publicly advertised, competitively bid, and awarded in accordance with federal procurement standards, it satisfies the intent and purpose of the City's competitive procurement requirements. Utilizing the existing GSA contract will allow the City to obtain the required professional services efficiently while ensuring competitive pricing and compliance with recognized procurement practices.

Moving forward under the GSA contract will also support the City's ability to meet grant-related timelines and complete the study within the anticipated project schedule. The proposed project budget identifies approximately **\$279,800** for the decarbonization roadmap study and related planning activities, which are expected to be funded through the Maryland Energy Administration's Local Government Energy Modernization (L-GEM) Program.

Given the specialized nature of the work, the consultant's qualifications, and the existence of an active competitively awarded federal contract vehicle, staff recommends accepting Steven Winter Associates as the consultant for this project and authorizing the City to proceed using the firm's GSA Schedule Contract in lieu of issuing a separate Request for Proposals.

### **Recommendation**

Staff recommends approval for the City Manager to utilize Steven Winter Associates' existing GSA Schedule Contract and proceed with execution of an agreement for the Decarbonization Roadmap and Building Electrification Feasibility Study, contingent upon grant award and availability of funding.

## Narrative Language

- *Buildings to be assessed, including names, addresses, and gross square footage.*

| Building Type and Address                  | Building Age   | Building Size | Electricity Purchased in 2012 | Electricity purchased in 2024 | Electricity On-Site Generation in 2024 | Electricity | Electricity Consumption Intensity |
|--------------------------------------------|----------------|---------------|-------------------------------|-------------------------------|----------------------------------------|-------------|-----------------------------------|
|                                            | Year Built     | Square Feet   | kWh                           | kWh                           | kWh                                    | kWh         | kWh/SF                            |
| 99 Centerway (Youth Center)                | 1961/1971      | 19,600.00     | 197,440                       | 160,425                       | 0                                      | 197,440     | 10.07                             |
| 6111 Cherrywood (SHL Recreation Center)    | 1970           | 8,900.00      | 200,740                       | 147,340                       | 18,000                                 | 129,340     | 14.53                             |
| 555 Crescent (Public Works)                | 1969/1996/2009 | 30,305.00     | 251,360                       | 191,932                       | 0                                      | 251,360     | 8.29                              |
| 550 Crescent (Police)                      | 1989           | 15,900.00     | 406,880                       | 262,165                       | 0                                      | 406,880     | 25.59                             |
| 25 Crescent (Municipal Building)           | 1960/1976      | 18,000.00     | 209,986                       | 217,211                       | 0                                      | 209,986     | 11.67                             |
| 15 Crescent (Community Center)             | "1995"         | 55,000.00     | 854,400                       | 665,754                       | 0                                      | 854,400     | 15.53                             |
| 101 Centerway (Aquatic and Fitness Center) | 1991           | 29,000.00     | 1,241,740                     | 918,559                       | 0                                      | 1,241,740   | 42.82                             |
| 129 & 125 Centerway (Theater)              | 1938           | 16,500.00     | n/a                           | 72,881                        | 0                                      | 72,881      | 4.42                              |
| 10 A & 10 B Crescent Road (Museum)         | 1939           | 2,110.00      | n/a                           | 18,174                        | 0                                      | 18,174      | 8.61                              |
| <b>Total</b>                               |                | 176,705.00    | 3,362,546                     | 2,654,441                     | 18000                                  | 2,636,441   | 14.92                             |

- *The proposed planning activities will provide a comprehensive foundation for future energy and emissions reduction projects. The studies will include an analysis of current energy usage and greenhouse gas emissions, an assessment of existing equipment and building conditions, and an evaluation of retrofit options with their associated impacts on energy consumption, carbon emissions, and costs. On-site assessments will identify upgrades appropriate to each facility's specific conditions, and the resulting roadmap will establish a clear timeline for implementation. The overarching goal is to reduce building emissions through efficiency improvements and electrification upgrades where feasible. While envelope upgrades are excluded from this scope, the assessment will prioritize building retrofits by identifying those with the highest emissions and energy intensity (normalized by size) and by aligning recommendations with equipment replacement schedules. Planning for replacements at the end of*

*useful life will maximize cost-effectiveness, as it avoids sunk costs and leverages mobilization already required for in-kind replacements. These outcomes will ensure that the City can strategically prioritize and sequence upgrades for maximum impact.* The City of Greenbelt has the capacity to successfully carry out the proposed planning activities through a combination of qualified in-house staff and established partnerships. The Sustainability Coordinator will lead the project, supported by the Facilities Manager and his crews, and colleagues with expertise in energy efficiency and renewable energy. We will also engage a vendor such as Steven Winter Associates.

- *Our proposal includes community engagement to understand the community needs*
- *While the City of Greenbelt has staff with the expertise to contribute to a decarbonization roadmap study, the scope and intensity of this work exceed the capacity available alongside our ongoing municipal responsibilities. To ensure the roadmap is completed thoroughly and on a reasonable schedule, we plan to engage a qualified consultant with specialized experience in energy planning and decarbonization. This approach will allow staff to provide leadership and oversight while leveraging external expertise to conduct the technical analysis, stakeholder engagement, and modeling required. Hiring a consultant ensures that the City can produce a high-quality, actionable roadmap without diverting resources from essential daily operations.*
- *The proposed planning activities are designed to directly inform and guide future capital projects. Through detailed site assessments, the studies will identify feasible upgrade options tailored to existing conditions and provide estimates of cost impacts, energy savings, and greenhouse gas reductions. By quantifying both financial and environmental benefits, the roadmap will establish a clear set of priorities and actionable next steps. This ensures that the planning process does not remain theoretical, but instead leads directly to the identification and development of capital projects that advance the City's decarbonization goals.*
- *The City of Greenbelt has dedicated staff with expertise in sustainability and waste management, but our current capacity is focused on essential municipal operations and ongoing community programs. Energy planning requires specialized technical analysis, modeling, and stakeholder engagement that go beyond the resources we have available in-house. Without additional support, staff cannot devote the necessary time or tools to develop a comprehensive decarbonization roadmap. This grant would provide the capacity to engage experienced consultants and expand our internal resources, ensuring that the City can build a strong foundation for long-term energy planning while continuing to meet day-to-day responsibilities.*



**Maryland Energy Administration  
Local Government Energy  
Modernization (L-GEM) Program**

**Wesley  
Aruna Miller  
Paul G.**

**PROJECT BUDGET**

**Instructions:** Fill out this budget table to the best of your knowledge and ability. Estimations are acceptable. Add lines in the table to account for the total project cost, which includes the requested MEA grant and all other sources and uses of funds. Submit this application package in accordance with the instructions in the Funding Opportunity Announcement (FOA).

|                          |                            |                             |                                                                      |
|--------------------------|----------------------------|-----------------------------|----------------------------------------------------------------------|
| <b>Business Name:</b>    | City of Greenbelt          | <b>Project Description:</b> | Decarbonization Roadmap                                              |
| <b>Point of Contact:</b> | Luisa Robles               | <b>Email:</b>               | <a href="mailto:lrobles@greenbeltmd.gov">lrobles@greenbeltmd.gov</a> |
| <b>Title:</b>            | Sustainability Coordinator | <b>Phone*:</b>              | (240) 542-2153                                                       |

*\*Don't enter parentheses, dashes, or periods. Field v*

| FUNDING SOURCES |                      |               |
|-----------------|----------------------|---------------|
| Source          | Amount               | Percentage of |
| MEA L-GEM Grant | \$ 279,800.00        | 100           |
|                 | \$ -                 | 0.0           |
|                 | \$ -                 | 0.0           |
|                 | \$ -                 | 0.0           |
|                 | \$ -                 | 0.0           |
|                 | \$ -                 | 0.0           |
| <b>TOTAL</b>    | <b>\$ 279,800.00</b> | <b>100</b>    |

| FUNDING USES                                      |                    |    |
|---------------------------------------------------|--------------------|----|
| Line Item                                         | Source of Estimate | Co |
| Preliminary Roadmap Analysis and Building Engager |                    | \$ |

|                           |  |    |
|---------------------------|--|----|
| Additional Services (T&M) |  | \$ |
|                           |  | \$ |
|                           |  | \$ |
|                           |  | \$ |
| <b>TOTAL</b>              |  | \$ |

| TIMELINE                        |                               |
|---------------------------------|-------------------------------|
| Project Milestone               | Expected Completion Date      |
| Award Notice from MEA           | Anticipated to be in May 2026 |
| Design Completion               | June - July                   |
| Stakeholder Workshops           | August - September            |
| Project Completion              | October - November            |
| Invoices/Final Report Submitted | Dec-26                        |
| <b>TOTAL</b>                    |                               |

Moore, Governor  
ler, Lt. Governor  
Pinsky, Director

is where needed. Be sure  
budget with your

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will auto-format.

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|--------------|
|              |
| Source Funds |
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| 0%           |
| 0%           |
| 0%           |
| 0%           |
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| 274,800.00 |

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|------------|
| 5,000.00   |
| -          |
| -          |
| -          |
| 279,800.00 |

Received by

MEA

On:

By:

**MARYLAND ENERGY ADMINISTRATION  
FY26 Local Government Energy Modernization Program  
Area of Interest 2  
GRANT AGREEMENT**

**This Grant Agreement is entered into by and between**

**STATE OF MARYLAND  
MARYLAND ENERGY ADMINISTRATION  
1800 Washington Boulevard, Suite 425  
Baltimore, MD 21230  
("MEA")**

**and**

**City of Greenbelt  
25 Crescent Road Greenbelt, MD 20770  
52-6000793  
("Grantee")**

The Maryland Energy Administration ("MEA") administers the Maryland Strategic Energy Investment Fund ("Fund") set forth in Md. Code Ann., State Government § 9-20B-05 and uses the Fund to implement the Strategic Energy Investment Program set forth in Md. Code Ann., State Government §§ 9-20B-01 et seq.

MEA has selected the Grantee to receive a grant from the Fund and the Grantee has agreed to the provisions contained in this Grant Agreement ("Agreement").

MEA and the Grantee agree as follows:

1. Purpose of the Grant

This Grant provides funding for the costs associated with the FY26 Local Government Energy Modernization Program Project described in detail in Section 7 (Program-Specific Information) and Section 8 (Grant-Specific Information) of this Agreement.

2. Amount of Grant

The Grant shall not be greater than Two hundred fifty-one thousand eight hundred twenty dollars (\$251,820).

3. Grant Term

The term of this Agreement begins on the date that the fully executed Agreement is received by MEA, as determined by the official MEA date stamp on the first page of this Agreement (“Effective Date,” as established in section 2B of the General Provisions (Attachment A)). The Grantee shall complete the Project and submit to MEA all required reports as described in this Agreement by June 30, 2028.

4. Costs Eligible for Reimbursement; Invoicing

- A. Only those costs and expenditures the Grantee incurs to complete the Project described in the Scope of Work in Section 8 of this Agreement are eligible for reimbursement under this Grant.
- B. MEA will reimburse the Grantee for eligible costs and expenditures as provided in the General Provisions (Attachment A).
- C. MEA will not reimburse the Grantee for costs incurred prior to the Effective Date of this Agreement unless MEA agrees otherwise in writing.

5. Communication with MEA

Consistent with Section 5 of the General Provisions (Attachment A), the Grantee shall conduct all communications regarding the Project, this Agreement, and any applicable related matters via email to msec.mea@maryland.gov. Any written or printed correspondence regarding the Project, this Agreement, or any applicable related matters shall be sent to:

**Maryland Energy Administration**  
**Attn: FY26 Local Government Energy Modernization Program**  
**1800 Washington Boulevard, Suite 425**  
**Baltimore, MD 21230**

6. Party Representatives

The following individuals are authorized to act under this Agreement for their respective parties, subject to all necessary approvals:

Lacey Allor, MEA Program Manager

Maryland Energy Administration

Phone: (410) 507-7143

Email: lacey.allor@maryland.gov

(Or any other person as may be designated by the Director of MEA).

**Brian Kim, Director of Public Works**

**City of Greenbelt**

**Phone: (301) 474-8000**

**Email: bkim@greenbeltmd.gov**

**(Or any other person as may be designated in writing by the Director of Public Works).**

| 7. Program-Specific Information |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A                               | <b>Name of Program:</b> FY26 Local Government Energy Modernization Program                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| B                               | <b>Area(s) of Interest (if applicable):</b> Area of Interest 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| C                               | <b>Specific statutory basis for program (if program is established by statute):</b> Not Applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| D                               | <b>Funding Source(s):</b> SEIF-RGGI EE, SEIF ACP                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| E                               | <b>Statutory basis for uses of funds:</b> State Government Article, §9-20B-05                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| F                               | <p><b>Purpose of program, including purpose of the Area of Interest (if applicable):</b><br/>To support local governments as they engage in sustainable, long-term clean energy and energy efficiency projects that lead to reduced energy usage and greenhouse gas emissions, increased cost savings, and robust clean energy and economic development.</p> <p>Area of Interest 2 (AOI2) is a competitive planning project grant that provides Maryland's local governments with the opportunity to request funding for measures that facilitate planning projects which may lead to future energy efficiency, renewable energy, or emissions-reducing capital improvements. Planning projects are essential for identifying opportunities, assessing feasibility, and building a strong foundation for successful and cost-effective implementation of future clean energy projects.</p> |
| G                               | <b>Additional Program Specific Requirements:</b> Not Applicable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| H                               | <b>Type of Program:</b> Competitive                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| I                               | <b>How many invoices may be submitted:</b> 8                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| J                               | <p><b>What documentation is required with each invoice:</b><br/>Invoice must be submitted on official grantee government stationery<br/>Includes grant number<br/>Includes grant \$ amount requested for reimbursement<br/>Includes payment instructions<br/>Signed by authorized representative</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| K                               | <p><b>What documentation must accompany the final invoice:</b><br/>Final Report</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| L | <b>Required Reports:</b><br>Quarterly report 1: September 30, 2026<br>Quarterly report 2: December 31, 2026<br>Quarterly report 3: March 31, 2027<br>Quarterly report 4: June 30, 2027<br>Quarterly report 5: September 30, 2027<br>Quarterly report 6: December 31, 2027<br>Quarterly report 7: March 31, 2028<br>Final report 8: June 30, 2028                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| M | <b>Reporting Frequency:</b> Quarterly                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| N | <b>Required contents of final report:</b> <ol style="list-style-type: none"> <li>1. Reimbursement request <ol style="list-style-type: none"> <li>a. Submitted on official grantee government stationery</li> <li>b. Includes grant number</li> <li>c. Includes grant \$ amount requested for reimbursement</li> <li>d. Includes payment instructions</li> <li>e. Signed by authorized representative</li> </ol> </li> <li>2. Contractor's information <ol style="list-style-type: none"> <li>a. Certificate of Insurance</li> <li>b. Maryland business license</li> </ol> </li> <li>3. Proof of project completion <ol style="list-style-type: none"> <li>a. Photographs of project during installation and upon completion, with captioned explanations</li> <li>b. Contractor invoices</li> <li>c. Payment statements</li> </ol> </li> <li>4. Future planning <ol style="list-style-type: none"> <li>a. Identification of next steps occurring after grant performance period, including how your jurisdiction intends to turn your plan into implementation</li> </ol> </li> </ol> |

| 8. Grant-Specific Information |                                                                                                                                                                                                                                                                                                                                                            |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A                             | <b>Grantee Name:</b> City of Greenbelt                                                                                                                                                                                                                                                                                                                     |
| B                             | <b>Program Name:</b> FY26 Local Government Energy Modernization Program                                                                                                                                                                                                                                                                                    |
| C                             | <b>Project being funded:</b><br>MEA Grant No. 2026-02-466S2<br>Project Title: Decarbonization Roadmap Study                                                                                                                                                                                                                                                |
| D                             | <b>Description of Project (Scope of Work):</b><br>Feasibility study across 9 municipal buildings that will look at current energy usage and greenhouse gas emissions, an assessment of existing equipment and building conditions, and an evaluation of retrofit options with their associated impacts on energy consumption, carbon emissions, and costs. |
| E                             | <b>Address where Project will be located:</b><br>Various municipal facilities throughout the City of Greenbelt, Maryland                                                                                                                                                                                                                                   |
| F                             | <b>Description of how the project fulfills the purpose of the program:</b><br>Prepares the City of Greenbelt for implementation projects that reduce energy usage and greenhouse gas emissions, increase cost savings, and implement robust clean energy and economic development.                                                                         |
| G                             | <b>Special Funding Source Requirements (if Applicable):</b><br>Not Applicable                                                                                                                                                                                                                                                                              |
| H                             | <b>Project Milestones or Deliverables:</b><br>Quarterly project reporting and invoicing as needed                                                                                                                                                                                                                                                          |
| I                             | <b>By what date must MEA receive the final invoice:</b><br>June 30, 2028                                                                                                                                                                                                                                                                                   |
| J                             | <b>By what date must MEA receive the final report:</b><br>June 30, 2028                                                                                                                                                                                                                                                                                    |

9. Attachments

The following Attachments are incorporated into and made part of this Agreement. In the event of a conflict between Attachments A-D and this Agreement, this Agreement shall control:

FY26 Local Government Energy Modernization Program

Area of Interest 2

MEA Grant No. 2026-02-466S2

- A. Grant Agreement Attachment A: General Provisions
- B. Grant Agreement Attachment B: FY26 Local Government Energy Modernization Program Area of Interest 2 Funding Opportunity Announcement
- C. Grant Agreement Attachment C: Fossil Fuel Policy
- D. Grant Agreement Attachment D: Reporting & Reimbursement documentation templates

[Signatures on Next Page]

**THIS AGREEMENT FORM HAS BEEN APPROVED BY THE ATTORNEY GENERAL'S OFFICE AT MEA. NO CHANGES, MODIFICATIONS, ADDITIONS OR DELETIONS TO THE TEXT OF THIS AGREEMENT ARE AUTHORIZED ABSENT SPECIFIC WRITTEN AGREEMENT BY THE PARTIES AND APPROVAL BY THE ATTORNEY GENERAL'S OFFICE AT MEA. ANY UNAUTHORIZED CHANGES, MODIFICATIONS, OR DELETIONS TO THIS AGREEMENT FORM WILL RENDER MEA'S OBLIGATIONS UNDER THIS AGREEMENT FORM VOIDABLE AT MEA'S ELECTION.**

**IN TESTIMONY WHEREOF, WITNESS the hands and seals of the parties.**

**City of Greenbelt**

Signed by:  
By: Josue Salmeron Date: 4/24/2026  
CDC5416687F64B3...  
~~Brian Kim~~ Josue Salmeron  
~~Director of Public Works~~ City Manager

**MARYLAND ENERGY ADMINISTRATION**

Signed by:  
By: Jennifer Aiosa Date: 4/13/2026  
FB7864DDCC67488...  
Jennifer Aiosa  
Chief of Staff

**Approved for Form and Legal Sufficiency**

This 10th day of April, 2026.

DocuSigned by:  
By: Michele Honick  
F7D045A1E0F13E...  
Michele Honick for David Shapiro  
Assistant Attorney General

## **ATTACHMENT A**

### **General Provisions**

#### **1. Definitions**

- A. “Grant Agreement” means a written agreement between MEA and a grantee with respect to a grant.
- B. “Grantee” means a recipient of a grant under an MEA grant program.
- C. “Environmental Standards” means all applicable environmental laws, rules, or regulations set by federal, state, or local jurisdictions that are applicable to a Project and related directly to the performance of the Grantee’s obligations pursuant to a Grant Agreement.
- D. “MEA Program Manager” means the individual specified in writing as the MEA representative for a Program or other person designated in writing by MEA to act on behalf of MEA regarding the Grant Agreement.
- E. “Program” means an MEA grant program identified and detailed on the MEA website.
- F. “Project” means an activity or undertaking that is consistent with the requirements of an MEA Program and for which a Grant has been awarded. A project includes all activities specified in the Scope of Work and all reporting required in the Grant Agreement except for submitting invoices.
- G. “Project Site” means the location of a Project or a portion of a Project.

#### **2. MEA Grant Timeframes**

- A. Unless the MEA Program Manager approves an extension in writing, a Grant Agreement executed by the Grantee(s) shall be received by MEA no later than ten business days from the date MEA electronically transmits the Grant Agreement to the Grantee for execution. If the properly executed Grant Agreement is not received by MEA within the required time as indicated above, the Grant Award will automatically be revoked.
- B. The Effective Date of a Grant Agreement is the date that the fully executed Grant Agreement is received by MEA, as determined by the official MEA date stamp on the first page of the Grant Agreement.
- C. To be eligible for reimbursement, all reimbursement requests for Project costs pursuant to a Grant Agreement must be received no later than 60 days after the completion of the Project, unless the MEA Program Manager approves an extension in writing.

### **3. Extensions**

An extension may be requested in writing by the Grantee in advance of a deadline but is not guaranteed. The MEA Program Manager may extend a deadline in writing up to 60 days, for good cause shown, such as circumstances outside of the Grantee's control.

### **4. Retention of documents**

The Grantee shall retain bills of sale or other satisfactory evidence of the acquisition of any real or personal property, as well as reports, activity logs, timelines, estimated energy savings and/or generation, supporting documentation for any other expenses that are covered in whole or in part by any Grant funds, and any other information related to Grant activities for at least three years from the date that the Grantee receives final reimbursement from MEA. MEA, MEA's representatives, the Department of Budget and Management, the State Comptroller, and the Legislative Auditor may examine and audit this evidence on request, at any reasonable time within the retention period. In addition, the Grantee shall also make the worksite available to MEA or its representatives, upon request at any reasonable time, for at least three years from the date that the Grantee receives final reimbursement from MEA.

### **5. Communications with MEA; Updating IRS W-9 form**

A. The Grantee shall submit to MEA all reimbursement requests and other documentation required under the Grant Agreement at the MEA email address specified in the Grant Agreement, unless MEA has received as part of the application process notification that the Grantee has opted out of electronic communications. If the Grantee has opted out of electronic communications, the Grantee shall submit all reimbursement requests and other documentation required under the Grant Agreement by mail or hand-delivery to the applicable program at MEA.

B. The Grantee shall promptly provide MEA with an updated IRS W-9 form when information on a prior IRS W-9 form has changed.

### **6. Subject to Funding Availability**

Prior to execution of the Grant Agreement, Grant funds are subject to change in amount and availability.

### **7. Location within Maryland**

A Project must be located in Maryland or undertaken for the direct benefit of a Maryland resident, business, community, campus, or facility located entirely within the State of Maryland.

### **8. Payment of Grant Funds**

A. After review of the reports, requests for reimbursement, and any supporting documents or information requested by MEA, MEA shall make a final determination whether the Grantee has

met all Program requirements, terms, and conditions, and shall process the Grant Award for payment as promptly as possible, if warranted.

B. MEA payments to Grantee are not assignable and all grant funds will be disbursed to the Grantee consistent with the Grant Agreement.

**9. Non-payment of Grant Funds; Disallowance of Grant Funds for Violation of Grant Agreement; Reconsideration of Non-payment or Disallowance of Grant Funds**

A. Unless otherwise specified in the Grant Agreement, MEA will not disburse grant funds for work that has yet to be performed; costs that have yet to be incurred or are not sufficiently documented; or costs that are inconsistent with the purpose, terms, and conditions of the Grant, as determined by MEA.

B. Any expenditure of Grant funds that is not consistent with the purposes of the Program, or that violates any requirement, term, or condition of a Program or the Grant Agreement, may, in the sole judgment of MEA, be disallowed. If MEA determines any expenditure to be ineligible after MEA has disbursed funds to the Grantee, the State may require repayment to MEA for reimbursement of the Strategic Energy Investment Fund, an offset from any State grant to the Grantee in the current or succeeding fiscal year, or other appropriate action. The Grantee shall immediately repay to the State any part of the Grant that is not used for the purposes of the Program.

C. If MEA withholds or disallows payment of Grant funds, MEA shall provide Grantee with its determination in writing and set forth a summary of the reasons for its determination. A Grantee may request reconsideration of a determination by MEA to withhold or disallow payment of Grant funds within 15 business days of the date of the written determination notifying the Grantee of the decision.

**10. Nondiscrimination Provision**

The Grantee may not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or any other characteristic forbidden as a basis for discrimination by applicable laws, and certifies that its Constitution, by-laws, or policies prohibit discrimination consistent with the Governor's Code of Fair Employment Practices.

**11. Compliance with Relevant Certifications, Licenses, And Requirements**

A. The Grantee shall be responsible for compliance with the following:

(1) All work performed on behalf of the Grantee pursuant to a Grant Agreement shall be carried out by the Grantee's staff and contractors holding all necessary Maryland certifications and licenses.

(2) Any business or non-profit organization operating in Maryland with which the Grantee contracts or partners to carry out the purposes of the Grant shall be registered and in good standing with the Maryland State Department of Assessments and Taxation, if applicable.

(3) All work performed pursuant to a Grant shall comply with all applicable local, State, and federal building codes and other applicable laws and regulations.

B. If MEA determines that any activity undertaken under the Grant Agreement is inconsistent with subsection A of this section, MEA may rescind the Grant or take any other appropriate action, as determined by MEA.

## **12. False Statement or Report**

A person may not knowingly make or cause to be made any false statement or report in any document required to be furnished by MEA in relation to the Program. For a SEIF-funded Grant, any violation of this provision is a misdemeanor and on conviction is subject to a fine not exceeding \$50,000.00 or imprisonment not exceeding 1 year or both, as specified in State Government Article §9-20B-11 of the Annotated Code of Maryland.

## **13. Historic Preservation Review**

For each project being funded in whole or in part through a Grant Agreement, a historic preservation review must first be completed by the Maryland Historical Trust (MHT) or MEA's historic preservation expert. This review ensures that no historic property is "adversely affected" through building improvements, equipment installations, and related property modifications proposed for Projects funded wholly or in-part by a Program. Prior to starting construction, the Grantee shall ensure that MEA has received documentation from MHT or MEA's historic preservation expert indicating that the Project will have no adverse effect on a historic property.

## **14. Maryland Saved Harmless**

To the extent allowed by Maryland law, and subject to appropriations if applicable, the Grantee agrees to defend, indemnify, and hold MEA harmless from and against any and all damages, claims, lawsuits, actions, and reasonable out-of-pocket costs and expenses, in whatever form, arising from or related to the Grant. MEA expressly reserves the right of any immunity MEA or its employees may possess under State or federal law. If the Grantee is a Maryland State agency or local government, then each party shall be responsible for its own liability associated with the Grant, and neither party waives any applicable immunities.

## **15. Environmental Standards and Liability**

A. As relevant to the Project, the Grantee shall ascertain and comply with all applicable Environmental Standards, monitor compliance, and immediately halt and correct any incident of non-compliance. The Grantee is solely responsible for all steps in obtaining any required permits including, but not limited to, those related to air quality requirements, as applicable.

B. In the event of any incident of non-compliance with Environmental Standards, the Grantee shall:

- (1) Immediately notify the MEA Program Manager or designee of the incident, providing as much detail as possible;
- (2) If requested by MEA, submit a written report to MEA, identifying the source or cause of the non-compliance and the method or action required to correct the problem; and
- (3) Cooperate with MEA and its designated representatives or contractors with respect to investigation of the incident.

C. Subject to Section 14 and to the limits allowed by Maryland law, the Grantee shall be liable for:

- (1) All environmental losses, including but not limited to, costs, expenses, losses, damages, actions, claims, penalties, fines and remedial or cleanup obligations arising from its failure to comply with Environmental Standards; and
- (2) Any hazardous material located or placed in the Project and any requirements imposed by any governmental authority with respect to hazardous materials, arising in connection with the Grant or the Project.

## **16. Liability Insurance**

A. For all work performed by the Grantee that is to be funded in whole or in part with grant funds provided by MEA, the Grantee shall purchase and maintain comprehensive third-party legal liability insurance or its equivalent, with minimum coverage of \$1,000,000 per occurrence. The Grantee shall also maintain other such insurance as is appropriate for the work to be performed. For a self-insured entity, such as a Maryland State or local government entity, a document detailing the basis for self-insurance, including when applicable, the statutory basis, may be accepted by MEA as an equivalent form of insurance under this paragraph.

B. The State shall be listed as an additional insured on the faces of the certificates associated with the coverages listed above, including umbrella policies, excluding Workers' Compensation Insurance and professional liability. The Grantee shall maintain insurance documentation in a Grantee-owned facility and shall provide to MEA, upon demand, a certificate or other documentation deemed appropriate by MEA, evidencing MEA's status as an additional insured.

(1) Insurance requirements may be waived or modified by MEA in writing, for good cause shown. Any such written waiver or modification shall be signed by the parties and incorporated as part of the Grant Agreement.

(2) The Grantee shall include in all of its contracts for work that is to be funded in whole or in part with grant funds provided by MEA a provision or provisions requiring all contractors to

purchase and maintain comprehensive third-party legal liability insurance and other such insurance as is appropriate for the work to be performed, with minimum coverage of \$1,000,000 per occurrence. All insurance provided by the contractor must name MEA as an additional insured.

(3) The Grantee shall maintain insurance documentation in a Grantee-owned facility and shall provide to MEA, upon demand, a certificate or other documentation deemed appropriate by MEA, evidencing MEA's status as an additional insured. Insurance requirements may be waived by MEA in writing, for good cause shown. Any such written waiver or modification shall be signed by the parties and incorporated into the Grant Agreement.

#### **17. Monitoring and Evaluation**

For monitoring and evaluation purposes, the Grantee shall make available to MEA or its representatives, during regular business hours, all applicable reports, activities logs, timelines, estimated energy savings and generated energy, operating hours, projected system efficiencies and other technical and engineering specifications, and other information related to the Grant.

#### **18. MEA Access to Project Site**

A. If a Project Site is controlled by the Grantee:

(1) Upon reasonable notice, the Grantee shall allow MEA employees or representatives access to the Project Site to monitor the Project and provide technical assistance to verify that Project requirements are fully satisfied.

(2) Except as provided in paragraph (5) of this subsection, the Grantee shall allow MEA employees or representatives access to the Project Site to take photographs or video of the Project for MEA use, upon request by MEA.

(3) Upon reasonable notice from MEA, the Grantee shall assist MEA in any efforts to remotely monitor and inspect the Project, including but not limited to supplying MEA with any relevant photograph or document.

(4) Except as provided in paragraph (5) of this subsection, the Grantee shall participate in recorded remote monitoring of the Project to verify that Project requirements are fully satisfied, upon request by MEA.

(5) MEA may in its sole discretion modify the requirements in paragraphs (2) and (4) of this subsection if the Grantee provides a written request due to concerns, including but not limited to security concerns.

B. If a Project Site is controlled by a third party at any time during the Grant period:

The Grantee shall be responsible for obtaining written permission from the third party to allow MEA access to the Project Site for all purposes described in the Grant Agreement. Unless the Grantee provides good cause, to be determined solely by MEA, MEA shall not provide any further reimbursement of funds under the Grant Agreement until the Grantee provides the required written permission.

**19. Participation in Marketing and Public Events; Signage**

A. To the extent possible, and as requested by MEA, the Grantee shall participate in MEA-organized press events and host State government officials for visits and tours of the Project Site. MEA shall provide reasonable notice to the Grantee and coordinate with the Grantee prior to scheduling a press event or official visit.

B. The Grantee shall invite MEA in writing, which can include email, to any Grantee-organized media event regarding the Project.

C. The Grantee shall notify MEA prior to any media coverage regarding the Project including but not limited to press releases and announcements; and, unless otherwise specified in the Grant Agreement, shall reference MEA grant funds under the Grant Agreement in any such media coverage.

D. Within 90 days following the effective date of the Grant Agreement, the Grantee shall consult with MEA regarding the feasibility of displaying signage indicating MEA sponsorship of the Project. Based upon this consultation, MEA may require the Grantee to place signage indicating MEA's role in the Project in a prominent location and, if applicable, near the Project. If applicable, MEA may provide the official MEA logo for incorporation on existing Grantee-produced project signage and may elect to provide any required signage.

**20. Maryland Public Information Act; Use of Project Information**

A. All information submitted to MEA is subject to the Maryland Public Information Act, Md. Code Ann., General Provisions §§ 4-101 to 4-601, ("PIA"). If a grantee believes information is confidential and therefore should be exempt from disclosure under the PIA, the grantee should clearly mark this information and identify it by page and section or line number. Upon request for information from a third party, MEA is required to make an independent determination whether the information must be disclosed under the PIA. Designating information as confidential does not guarantee that it will be exempt from disclosure.

B. The Grantee understands and agrees that MEA may use information about the Project for reporting and marketing purposes, including but not limited to the project description, building type, energy measures, project costs, leveraged funds, energy and financial savings, and pictures and videos of the premises. MEA shall provide the Grantee an opportunity to review and consult

with MEA to ensure that a written case study, photo, or video taken of its facility will not disclose confidential personal and/or business information.

**21. Project Location Workforce Requirement**

The Grant shall comply with State Government Article § 9-20B-05, Annotated of Maryland, which requires that at least 80 percent of workers participating in a project or program that receives money from the SEIF must reside within 50 miles of the project or program. As the Program is a statewide program, MEA will determine compliance based on whether at least 80 percent of worksite workers reside in Maryland, or within 50 miles of Maryland's borders.

**22. American Manufactured Goods**

If the Grantee is a unit of State or local government, the Grant must comply with State Finance and Procurement Article §§ 14-416 and 17-303, Annotated Code of Maryland.

**23. Maryland Law Prevails**

The internal laws of Maryland shall govern the interpretation and enforcement of the Grant Agreement, except for any choice of law provisions utilized by Maryland.

**24. Grant Agreement Binding on Successors and Assigns**

The Grant Agreement shall bind the respective successors and assigns of the parties.

**25. Transfer of Grant Agreement**

The Grantee may not sell, transfer, or delegate any of its obligations under the Grant Agreement to another entity without prior written consent of MEA. Consent is not guaranteed and is at the sole discretion of MEA. Examples of factors that might lead to a denial of consent include a change in the Grantee's federal tax identification number, or a requested modification that is inconsistent with the requirements of the Program.

**26. Amendments to the Grant Agreement**

Other than an extension of up to 60 days approved pursuant to Section 3 of these General Provisions, no amendment to the Grant Agreement is binding unless it is in writing and signed by both parties.

**27. Merger**

The Grant Agreement and any terms and conditions expressly incorporated by reference herein embodies the whole agreement of the parties. There are no promises, terms, conditions, or

obligations referring to the subject matter, other than those contained herein or incorporated herein by reference.

**28. Non-waiver of Rights; Remedies**

No failure on the part of the State or MEA to exercise, and no delay in exercising, any right under the Grant Agreement shall operate as a waiver thereof; nor shall any single or partial exercise of any such right preclude the State or MEA from further exercising that or any other right. The remedies provided under the Grant Agreement are cumulative and not exclusive of any remedies provided by law.

**29. Attestations**

A person executing an Agreement on behalf of the Grantee certifies, to the best of that person's knowledge and belief, that:

- A. The person is authorized to sign the Agreement on behalf of the Grantee and to commit the Grantee to the obligations set forth in the Agreement;
- B. Neither the Grantee, nor any of its officers or directors, nor any employee of the Grantee involved in obtaining contracts with or grants from the State or any subdivision of the State, has engaged in collusion with respect to the Grantee's application for the Grant or this Agreement or has been convicted of bribery, attempted bribery, or conspiracy to bribe under the laws of any state or the United States;
- C. Neither the Grantee, nor any of its officers or directors, nor any employee of the Grantee has engaged in any practice regarding this Grant that is inconsistent with General Provisions Article § 5-502, Annotated Code of Maryland;
- D. The Grantee has not employed or retained any person, partnership, corporation, or other entity, other than a bona fide employee or agent working for the Grantee, to solicit or secure the Grant or the Agreement, and the Grantee has not paid or agreed to pay any such entity any fee or other consideration contingent on the making of the Grant or the Agreement;
- E. The Grantee, if a health or social welfare organization as defined by State Finance and Procurement Article § 7-403, Annotated Code of Maryland, shall keep financial records in accordance with uniform accounting standards, as more fully described in Section 7-403;
- F. Neither the Grantee, nor any of its officers or directors, nor any person substantially involved in the contracting or fund-raising activities of the Grantee, is currently suspended or debarred from contracting with the State or any other public entity or subject to debarment under Regulation 21.08.04.04 of the Code of Maryland Regulations; and
- G. The Grantee is not in default on any financial obligation to the State or MEA.

## FY2026 Local Government Energy Modernization

*Area of Interest 2 (AOI2): Competitive Planning Grant*

*Updated 8/27/2025*

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**Program Description:** The mission of the Local Government Energy Modernization (L-GEM) program is to support local governments as they engage in sustainable, long-term clean energy and energy efficient projects that lead to reduced energy usage and greenhouse gas emissions, increased cost savings, and robust clean energy and economic development. This program specifically aims to reduce greenhouse gas emissions from the building sector which aligns with Maryland's goal of achieving net-zero emissions by 2045. By empowering local governments to lead by example, the program aims to inspire community-wide engagement and drive broader adoption of clean energy solutions among residents, businesses, and institutions.

Area of Interest 2 (AOI2) is a competitive planning project grant that provides Maryland's local governments with the opportunity to request funding for measures that facilitate planning projects which may lead to future energy efficiency, renewable energy, or emissions-reducing capital improvements. Planning projects are essential for identifying opportunities, assessing feasibility, and building a strong foundation for successful and cost-effective implementation of future clean energy projects.

Counties and municipal governments may submit one application per planning project. Planning projects may include Feasibility Studies, Energy Audits, Energy Planning, and Strategy Development.

**Type of Grant Program:** Statewide Competitive

**Application Deadline:** December 5, 2025, at 5:00 p.m. Eastern time

**Anticipated Funding:** For this Funding Opportunity (AOI2), a total of \$3 million is anticipated to be available from the Strategic Energy Investment Fund ("SEIF"). The amount awarded may be more or less, depending on the quantity and quality of applications received. Each applicant may submit one application only. The maximum requested funding for eligible activities within one application is capped at \$300,000.

**Application URL:** <https://form.jotform.com/marylandenergy/FY26-L-GEM-AOI2>

**Period of Performance:** Grantees will be given between 24 and 27 months to complete their projects beginning with the date of the award execution. An extension for good cause may be requested by a grantee and must be justified with written documentation explaining the need for

an extension. Extensions are allowed at the sole discretion of MEA.

**Program Changes:** Any update (e.g. extension of a deadline) or clarification about the Program and any corrections to inadvertent errors in the Program information will be available on the Program webpage.

## Section 2: Eligibility

**Eligible Applicants:** Only incorporated towns, cities, and counties of Maryland may apply. Counties, including the City of Baltimore, that apply for AOI1 are not eligible to apply for AOI2 or AOI3.

**Eligible Activities:** Planning projects must occur on local government owned or leased properties. Activities may include, but are not limited to:

- **Feasibility Studies** An evaluation that determines whether proposed upgrades are technically, financially, and operationally feasible before moving forward with implementation. Feasibility studies for Renewables, Energy Storage, Energy Efficiency, and Electrification are encouraged.
  - For solar site surveys and preliminary development of solar projects, please review MEA's [Solar Technical Assistance Program](#)
- **Energy Audits:** A comprehensive evaluation of a building's energy use, systems, and operations to identify efficiency opportunities.
- **Strategy Development:** A process that may include financial analysis (i.e., ROI, payback, modeling, and incentive stacking), strategic planning (i.e., goal setting, phased implementation, continuous improvement), stakeholder engagement, regulatory and policy analysis, and risk management.
- **Energy Planning:** A process that may include pre-construction technical planning, energy modeling, energy use analysis, load profiling, energy forecasting, supply planning, benchmarking, efficiency use identification, resilience considerations, and policy and regulatory alignment.

**Award Amounts:** The Minimum request for a grant award is \$50,000. The maximum request for a grant award is \$300,000. MEA will reimburse up to 90% of the total project cost.

Local governments may apply for funding to support one or more of the aforementioned eligible planning activities. Applicants may pursue a single activity or a combination of activities, provided the total funding request is at least \$50,000 and no more than \$300,000.

If applicants are applying for additional MEA grant programs, each application has to request funding for distinct measures or technologies to avoid duplicative funding.

The number and size of awards granted in FY26 ultimately will depend on the quantity and quality of all applications received. All applications received by the deadline will be considered.

## Ineligible Activities

- **Planning projects that include fossil-fuel or other combustion technologies** that produce greenhouse gas emissions are typically not eligible for funding. This includes feasibility studies, technical assessments, or design work intended to support new installations, infrastructure expansion, or upgrades that would extend the operational life of fossil fuel systems. Limited exemptions may be considered only with a thorough technical analysis demonstrating that zero-emission alternatives are not feasible for technical or safety reasons. Cost alone is not a valid justification. All exemption requests must include justification, consideration of alternative technologies, and a plan to reduce or phase out fossil fuel use in the future.
- **Transportation Planning and Implementation Projects:** Funded through MEA's [Community EVSE](#) and [Medium-Duty and Heavy-Duty Zero-Emission Vehicle Grant Program](#)
- **Residential Planning Projects**
  - Multi-family Affordable Housing funded through [Maryland Department of Housing and Community Development's Multifamily Energy Efficiency and Housing Affordability Program](#)
  - Residential energy efficiency, electrification, and solar projects funded through MEA's [Energy Efficiency Equity Program](#)
- **Schools**
  - Funded through the Maryland Energy Administration's [Decarbonizing Public Schools Program](#). Eligible applicants are Local Education Agencies (public K-12 schools and support facilities)
  - Funded through the Maryland Energy Administration's [Higher Education Clean Energy Grant Program](#)
  - Private Schools funded through the [Commercial and Industrial Program](#) and [Electrifying Community Buildings Program](#)
- **Automated residential solar permitting and plan review**
  - Costs to adopt the free-to-use U.S. National Renewable Energy Laboratory SolarAPP+ residential solar permitting software funded through MEA's [SolarAPP+ Implementation Grant Program](#)
- **Implementation Funding:** Funding under this Area of Interest is limited to planning and pre-implementation activities. Requests for funding related to the direct implementation of energy measures—including equipment purchases, construction, or installation—are not eligible. Applicants seeking support for implementation projects must apply under Area of Interest 3 (AOI3).
- **Measures funded by other MEA grant programs:** If applicants are applying for additional MEA grant programs, each application has to request funding for distinct measures or technologies to avoid duplicative funding.

**Rented or Leased Buildings:** Entities that rent or lease their facilities must meet the following requirements:

- The application includes a letter of concurrence signed by the property owner stating that:
  - (1) The property owner permits the grantee to conduct the proposed planning activities at the leased facility
  - (2) The property owner agrees to allow reasonable access to the facility for any necessary site visits, data collection, or technical evaluations associated with the planning activities.

Note: for grantees leasing property, the grant agreement will require the grantee to return grant funds to MEA if the requirements in (1) and (2), above, are not met.

### Section 3: Minimum Requirements and Competitive Criteria

The following requirements apply to each applicant. Each “minimum requirement” condition must be met for applications to be evaluated and considered for funding, no exceptions. Each “competitive criteria” condition will be scored and used to rank applications based on their relative strength, with higher-scoring proposals receiving priority consideration for funding.

#### Minimum Requirements:

- **Applications are submitted by the grantee:** Third parties may not submit an application on behalf of the grantee
- **Signatory Authority:** A signature applied to the application by an officer with the authority to commit the grantee to execute the grant’s requirements (e.g., Chair of the Board, President, Chief Financial Officer, General Manager, etc.). This individual should have sufficient authority to identify, authorize, and provide the necessary resources to perform implementation.
- **W-9:** IRS Form W-9 for the applicant must be submitted with the application. The name on the W-9 form must match the organization name as it should appear if selected for a grant award. The mailing address on the W-9 should match the business address for the organization, where bills and other financial correspondence would be directed.
- **Identification of Project Manager:** Consistent with the intent to develop capacity for ongoing efforts, applicants should identify a staff person who will be responsible for overseeing the continuation of the activities outlined in this grant announcement after the end of the award’s period of performance

**Competitive Criteria:** Award selection will prioritize local governments that do not have an energy policy or do not already track utility data. Applications will be evaluated in comparison to the following criteria:

- **Project Narrative:** Applicant clearly identifies:
  - Buildings to be assessed, including names, addresses, and gross square footage.
  - The planning activities to be undertaken as well as their purpose and anticipated outcomes. Planning projects that include planning for renewable energy technologies will be considered more competitive.

- The ability to carry out the proposed planning activities, either through qualified in-house staff, partnerships, or a plan to engage experienced consultants. While MEA values strong project leadership, it also recognizes and supports applicants demonstrating a need for additional capacity and resources to build energy planning capabilities.
- Anticipated challenges and plans to overcome them
- Clear demonstration of community engagement and understanding of community needs
- Reasonable justification for planned expenditures.
- The extent to which the proposed planning activities are likely to inform and lead to future capital projects.
- Demonstration of need for additional capacity and resources to implement energy planning
- **Accuracy and completeness of application:** Applications with clear, detailed, and fully completed responses are preferred.

## Section 4: Submission and Funding Procedures

**Submission Instructions:** Once complete, applications should be submitted to MEA via the online electronic application listed above. MEA will not accept any application packages after the deadline listed at the beginning of this Funding Opportunity Announcement under any circumstances, and all documents received by the deadline will constitute the entire submission.

If electronic submission is not possible, an applicant should contact MEA via email at [msec.mea@maryland.gov](mailto:msec.mea@maryland.gov) or by calling Program Manager Lacey Allor at (410) 507-7143 no fewer than fourteen (14) days prior to the deadline to arrange an alternative method of submission.

**Review Process:** The review of applications will follow a structured, multi-stage process:

1. The program manager will first review each application for eligibility, ensuring it meets the minimum criteria outlined in the FOA.
2. Each member of the review team will independently score the application based on the specified competitive criteria.
3. The evaluation team will then compile individual scores, finalize overall scores, rank all applications accordingly, and make final recommendations for funding.

Applications will be reviewed by a team that may include individuals from MEA and other entities with experience in energy, construction, and capital development. The final grant amount for each Grantee will be made after review of all proposals received and is subject to funding availability for the Program and any relevant statutory requirement applicable at that time.

**Partial Awards:** Partial awards may be considered under this program.

- Full grant awards will be made based on rankings of applications, in descending order

from highest to lowest, until grant funds are exhausted.

- If sufficient grant funds are not available to fully fund a project, the applicant will be given an option to accept partial funding, based on the ability to complete the project with partial grant funding.

**Electronic Payments:** Participation in MEA grant programs is voluntary. If selected for award and to ensure the secure transmission of grant funds, grantee recipients of MEA funding are generally required to receive electronic payments from the State of Maryland.

Electronic payments are set up through the State of Maryland's Comptroller's Office. A successful grantee must fill out and submit the "ACH/Direct Deposit Authorization for Vendor Payments Form X-10" to the Comptroller's Office via the submission methods outlined on the X-10 form. ACH/Direct Deposit Authorization for Vendor Payment Form X-10 should not be sent to MEA.

Failure to submit ACH/Direct Deposit Authorization Form X-10 may result in award reimbursement being delayed.

If an applicant is unable to receive ACH/Direct Deposit payments, MEA may provide an exception to this requirement on a case-by-case basis, at the sole discretion of MEA.

**Funding Disbursement:** Funding will only be disbursed to awardees as projects are completed upon proof of purchase via detailed invoice documentation and project status updates provided to MEA throughout the period of performance. Projects for which equipment has already been purchased and/or installed prior to executing a grant agreement are ineligible for grant funding.

If we should receive an oversubscription in one category over the other MEA reserves the right to distribute the funding between these two categories to support the greatest number of eligible projects to support local governments

**Reporting:** Provide the following updates to MEA throughout the grant performance period:

- Quarterly progress reports outlining your project's status
- Detailed invoices, as necessary, that include the date, project address, equipment name and model, quantity, cost, and total cost incurred
- Upon project completion: final close-out report and invoice

## Section 5: Additional Requirements and Provisions

### General Provisions:

MEA grant programs are covered by general provisions that apply to all energy programs, the most current version of these General Provisions is [General Provisions v3 2.11.22](#). The most recent General Provisions document will be incorporated into all FY26 grant agreements issued by MEA.

### Program-Specific Requirements:

In addition to the general provisions, the following requirements apply to this program:

1. MEA will not reimburse for any costs expended prior to the execution of the Grant Agreement, unless MEA agrees otherwise in writing.
2. The application requires a community to identify the version of the energy code that it is currently enforcing and to provide documentation demonstrating adoption of the code. To be eligible for an MSEC FY26 Program grant funding, a community should follow the 2018 International Energy Conservation Code (IECC). If an applicant itself has not adopted the IECC but, instead, follows the IECC of another entity (e.g., a municipal government adhering to a county government's codes), it must include an explanation in its application.
3. **Building Energy Performance Standards Benchmarking:** Buildings subject to Maryland's Building Energy Performance Standards (BEPS)<sup>1</sup> must be in compliance with BEPS benchmarking requirements. Applicants must provide the relevant unique building identifier(s) known as UBID(s) of covered building(s) to MEA prior to execution of a grant agreement with MEA.

**Contact Information:** For more information or assistance, please visit the [FY26 Local Government Energy Modernization webpage](#) or contact:

Lacey Allor  
L-GEM Program Manager  
[msec.mea@maryland.gov](mailto:msec.mea@maryland.gov)  
(410) 507-7143

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<sup>1</sup> <https://mde.maryland.gov/programs/air/ClimateChange/Pages/BEPS.aspx>

**ATTACHMENT C:**  
**MEA FOSSIL FUEL POLICY**

Each project that receives financial support from MEA must adhere to this MEA Fossil Fuel Policy:

1. Projects that include fossil-fuel or other combustion technologies that produce greenhouse gas emissions are typically not eligible for funding. *See Paragraph (3) below.*
2. Specific examples of projects that would not be eligible for funding under the Program include:
  - Efforts that expand the use of fossil fuel or natural gas technologies, except where meeting one of the exemptions or those efforts are technically infeasible;
  - Expansion of infrastructure that results in an expansion of fossil fuel delivery volume;
  - New installations of fossil fuel or natural gas fired technologies;
  - Projects that result in significant life extension of fossil fuel fired systems, beyond basic health and safety repairs or efforts that enhance efficiency but do not extend the gas system/or fossil fueled fired equipment life. Note: Limited exceptions may be considered where there is no other technically feasible technology or where a source can be demonstrated to be zero emission. Any applications for projects involving fossil fuel should provide evidence that a technical analysis of why electrified or other zero emission alternatives cannot be implemented, this analysis should not be on the basis of operating or capital costs alone.
3. While allowable projects include those that implement basic health and safety improvements or efforts that enhance efficiency but do not extend the life of gas system- or fossil fueled-fired equipment, projects must be part of a scope of work that proposes other energy efficiency improvements so that the proposal in aggregate reduces or eliminates fossil fuel use. In the context of the FY25 CI&A program, this situation applies primarily, but not exclusively, to multifamily residential energy efficiency projects. Eligible measures for multifamily residential project funding include minor repairs to existing fossil fuel equipment (e.g., HVAC, water heating, etc.) that remedy health and safety related issues, or reduce energy usage and greenhouse gas emissions, as long as the upgrades do not significantly extend the anticipated life of the equipment.
4. Exemptions: All exemption requests will be in writing and provide a thorough technical analysis of why electrification and other zero emission technologies cannot be applied from a technical perspective and consider the following:
  - currently available commercialized technologies,
  - ability of locationally specific existing utility infrastructure to support non-fossil fuel applications,
  - thorough evaluation of alternatives,
  - mitigation efforts to offset the greenhouse gas emissions of fossil fuel use, and
  - a description of any efforts to make infrastructure ready for future technologies, such as green hydrogen, or phase out fossil fueled technology in the future.

Operating and capital costs alone will not be considered justification for any exemption. Exemptions will not be approved purely on cost saving opportunities alone.

Limited exemptions will be provided for (1) new construction of combined heat & power installations, or (2) existing equipment upgrades with circumstances where electrification and other zero emission technologies are technically infeasible given the current state of readily-available technologies. Possible examples in the context of the FY25 Commercial, Industrial & Agricultural Program include (1) manufacturing processes that require large quantities of thermal energy that cannot be met with electrification or other technologies; and (2) uses where the infrastructure needed to implement

electrification technologies is not feasible or requires upgrades and improvements beyond the applicant's immediate control (e.g., upgrades to the utility grid).

Any application being submitted to MEA for funding consideration that involves fossil fuel technologies, including natural gas, shall be accompanied by a thorough technical justification or study indicating how electrification and/or zero emission technologies could not fulfill the anticipated functional need. To be considered for MEA funding, any project that proposes consumption of natural gas or other fossil fuels must demonstrate consideration of all practical mitigation efforts to offset the project's greenhouse gas and other environmental impacts of natural gas or other fossil fuels consumed by the proposed project. No exemptions will be granted for projects based solely on economic justifications.

No fossil fuel fired replacement or significant service life extension measures will be applicable to any cost matches or in kind requirements of any grant application or award.

Version 1.0 Initial Version 10/16/2023

# ATTACHMENT D: Local Government Energy Modernization (L-GEM) Quarterly and Final Reporting Form

Please use this form to submit quarterly project updates and a final report/reimbursement request. For questions, please email the L-GEM Program Manager, Lacey Allor, at msec.mea@maryland.gov.

**Grant Number \***

ex. 2026-40-466S2. Each grant number requires a separate report

**Reporting Quarter (reports are due 10 business days after the end of the quarter) \***

- ☐ Q1: July 1 - September 30 2026  
☐ Q2: October 1 - December 31 2026  
☐ Q3: January 1 - March 31 2027  
☐ Q4: April 1 - June 30 2027  
☐ Q1: July 1 - September 30 2027  
☐ Q2: October 1 - December 31 2027  
☐ Q3: January 1 - March 31 2028  
☐ Q4: April 1 - June 30 2028  
☐ Q1: July 1 - September 30 2028  
☐ Q2: October 1 - December 31 2028  
☐ Q3: January 1 - March 31 2029  
☐ Q4: April 1 - June 30 2029

**Area of Interest Reporting On \*****Name of person preparing report \*** 

First Name

Last Name

Email of person preparing report \*

example@example.com

Expected completion date (MM/YYYY) \*

Ex. 02/2028

## Area of Interest 1 (AOI1)

Non-Competitive Formula Block Grant

Provide a 2-5 sentence summary of what was accomplished during the reporting period for each active project. Please include:

- **Timeline** (required for Q1 2026 and updated as necessary)
- **Project milestones achieved** Examples include:
  - Contractor selected, project development in design, groundbreaking scheduled (provide date), construction in progress (estimate percentage of completion), feasibility study initiated, energy audit underway, stakeholder meeting scheduled (provide date), undergoing benchmarking, etc.
- **Coordination with utilities (solar projects only)**
- **Obstacles encountered**
- **Next steps**

Additionally, If you have not utilized your full block grant allocation, what are your plans to meet the full allocation?

Summary (AOI1) \*

Bullet point summary is acceptable

## Area of Interest 2 (AOI2)

Competitive Planning Grant

Provide a 2-5 sentence summary of what was accomplished during the reporting period. Please include:

- **Timeline** (required for Q1 2026 and updated as necessary)
- **Project milestones achieved.** Examples include:
  - Contractor selected, feasibility study initiated, energy audit underway, stakeholder meeting scheduled (provide date), undergoing benchmarking, etc.
- **Obstacles encountered**
- **Next steps**

### Summary (AOI2) \*

Bullet point summary is acceptable

## Area of Interest 3 (AOI3)

Competitive Implementation Grant (Excluding Electrification)

Provide a 2-4 sentence summary of what was accomplished during the reporting period. Please include:

- **Timeline** (required for Q1 2026 and updated as necessary)
- **Project milestones achieved.** Examples include:
  - Contractor selected, project development in design, groundbreaking scheduled (provide date), construction in progress (estimate percentage of completion), etc.
- **Coordination with utilities (solar projects only for Q2 2026)**
- **Obstacles encountered**
- **Next steps**

### Summary (AOI3) \*

Bullet point summary is acceptable

## Area of Interest 4 (AOI4)

Competitive Implementation Grant (Electrification Only)

Provide a 2-5 sentence summary of what was accomplished during the reporting period. Please include:

- **Timeline** (required for Q1 2026 and updated as necessary)
- **Project milestones achieved.** Examples include:
  - Contractor selected, project development in design, groundbreaking scheduled (provide date), construction in progress (estimate percentage of completion), etc.
- **Obstacles encountered**
- **Next steps**

### Summary (AOI4) \*

Bullet point summary is acceptable

## Reimbursement Request and Final Report

### Grant funds requested for this reporting period \*

This number should match the invoiced amount

### Total grant funds requested to date \*

How much have you requested for reimbursement for this entire project thus far, including this reporting period?

### Please Upload: Reimbursement Request, Contractor Invoices, and Payment Statements \*

Submitted on official grantee government stationery, includes grant number, includes grant \$ amount requested for reimbursement, includes payment instructions, signed by authorized representative.

### Is this your final project report? \*

Please Select

## Final Reporting Metrics

The required project reporting metrics are listed below.

1. Jobs Created and/or hours worked (can be estimated)
  - Please report the total number of new jobs created and/or hours worked (paid for using Grant funds) by Grantee staff, contractors, and vendors
2. Annual Cost Savings
  - \$ saved per year due to project. Note “actual” or “estimated”
3. Annual Energy Savings (for energy efficiency and geothermal heat pump projects only)
  - Provide annual electricity reduction (kWh), annual fuel reduction (MMBtu), or both. Note “actual” or “estimated”
4. Renewable Energy Capacity and Generation (for solar projects only)
  - Annual electricity generation (kWh)
  - Installed photovoltaic system capacity (kW-DC)
5. LFG flow rate, LFG collection efficiency and energy generation capacity (Landfill Gas to Energy projects only)

### Metrics \*

**Contractors Information: Please upload contractor's certificate of insurance and Maryland business license \***

**Please upload photographs of project during installation and upon completion, with captioned explanations \***

**Please upload other supporting documentation if necessary**

**Future Planning: Please describe your plans for displaying the project to the public, including plans to explain MEA's involvement in the project. Do you have plans for signage that includes the MEA logo and information?**

## FY26 Local Government Energy Modernization (L-GEM) AOI2-Competitive Planning Grant

We HIGHLY encourage you to carefully read through the Program's Funding Opportunity Announcement (FOA) before starting an application. The Application Deadline is 5:00 P.M. EST on Friday, December 5, 2025. Please contact msec.mea@maryland.gov with any questions or concerns.

**Mailing Address (where grant agreements could be mailed and should match the W-9)**

25 Crescent Road  
Greenbelt, MD, 20770

**Name of Local Government Applicant (must be the full legal name of the organization as it appears on the IRS W-9 tax form.)**

City of Greenbelt

**1. Authorized Representative (If awarded a grant, this is the individual with signatory authority for the Applicant Organization who will sign the Grant Agreement):**

Biran Kim

**Authorized Representative Job Title:**

Director of Public Works

**Authorized Representative Phone Number:**

(301) 474-8004

**Authorized Representative Email:**

bkim@greenbeltmd.gov

**2. Application Point of Contact (individual preparing application):**

Luisa Robles

**Application Point of Contact Job Title:**

Sustainability Coordinator

**Application Point of Contact Phone Number:**

(240) 542-2153

**Application Point of Contact Email:**

lrobles@greenbeltmd.gov

**How did you hear about the MEA L-GEM Grant?**

We are a Sustainable Maryland community

**ProgressBar**

# FY26 Local Government Energy Modernization (L-GEM) AOI2-Competitive Planning Grant

Please Attach a Signed W-9

w9.pdf

## Contact Information

3. Project Manager (If awarded a grant, this individual will manage the grant on a day-to-day basis):

Desmond McAlmont

Project Manager Job Title:

Facilities Manager

Project Manager Email:

dmcalmont@greenbeltmd.gov

Project Manager Phone Number:

(301) 474-8004

4. Legal Contact (individual who is responsible for legal review of application):

Todd Pounds

Legal Contact Job Title:

City Solicitor

Legal Contact Email:

tpounds@alexander-cleaver.com

Legal Contact Phone Number:

(301) 292-3300

Please list all other contacts whom you would like to be notified via email if granted an award below:

| Full Name  | Email Address           |
|------------|-------------------------|
| Tim George | tgeorge@greenbeltmd.gov |
| Cary Eury  | ceury@greenbeltmd.gov   |

## Project Information

Please Upload: Complete Narrative as Described in the Funding Opportunity Announcement, including Unique Building Identifiers (UBIDS) if applicable

L-Gem Decarbonization Narrative La... .docx

Greenbelt Decarbonization Roadmap ... .pdf

## Supplemental Information

Do you rent or lease any of the buildings you plan on including in your project scope?

No

**If Yes, Please provide a letter of concurrence signed by the property owner stating that: (1) The property owner permits the grantee to conduct the proposed planning activities at the leased facility (2) The property owner agrees to allow reasonable access to the facility for any necessary site visits, data collection, or technical evaluations associated with the planning activities.**

## Agreement to Terms, Conditions, and Signature

1. I acknowledge that projects listed in the Project Narrative may be altered to meet specific needs of local governments but will not exceed the approved scope of eligible projects for FY26
2. I acknowledge and accept the cost share requirement
3. I agree to pursue available utility rebates and incentive programs wherever feasible to help finance the proposed projects.
4. I certify that any building(s) to be upgraded under this proposed project are located in the State of Maryland, and that each proposed project will occur in Maryland, on eligible facilities owned or leased by the applicant.
5. I understand that this application does not guarantee that I will be awarded a grant for the proposed project.
6. To be eligible for grant funding, I understand that the equipment must not be purchased or installed before my organization has an executed Grant Agreement with MEA.
7. I give permission to MEA or its representative(s) to use photos of my facility, and data presented in my final energy evaluation or audit report for marketing, publicity, and advertising purposes. MEA and its representatives, subject to the requirements of the Maryland Public Information Act, will not divulge any confidential information or trade secrets.
8. Applicant agrees to give MEA reasonable advance notice of, as well as an opportunity to potentially participate in, any Applicant-organized ribbon-cuttings or other public events highlighting the MSEC-funded project.
9. I certify that the Applicant Organization will be able to provide a Federal Tax ID number should it be selected for an award.
10. If selected for an award, I will allow authorized representatives of the Local Government Energy Modernization Grant Program access to my facility in order to conduct site inspections or measurement & verification activities, if requested by MEA.
11. MEA and its contractors make no representation or warranty, and assume no liability with respect to quality, safety, performance, or other aspect of any design, system, or appliance installed pursuant to this application, and expressly disclaim any such representation, warranty, or liability.
12. I have read MEA's Grant Agreement General Provisions document and understand it will be included in a grant agreement under this program.
13. I have enclosed a copy of my organization's current W-9 form.
14. I certify that I am an authorized signatory for the Applicant Organization or have been delegated the authority to submit the application.

**I have read the above paragraph and agree to these terms**

Yes

|                                                                          |                                       |
|--------------------------------------------------------------------------|---------------------------------------|
| <b>Project/Measure Name</b>                                              | Decarbonization Roadmap Study         |
| <b>Grant Request (\$)</b>                                                | 279800                                |
| <b>Total Project Cost (\$)</b>                                           | 279800                                |
| <b>Please Upload: Budget Document<br/>(Template provided on website)</b> | <div>L-GEM Budget Template.xlsx</div> |

**Please Upload Any Additional Files  
and Attachments you wish to include:**

|                  |              |
|------------------|--------------|
| <b>Signature</b> | Luisa Robles |
|------------------|--------------|



# Proposal for Greenbelt, MD Building Decarbonization Roadmap Study

Prepared by Steven Winter Associates

December 3, 2025

We Make  
Buildings  
Perform  
Better



Since 1972, we have been shaping the built environment to create a more sustainable, resilient, healthy, and inclusive future.

## WHY CHOOSE SWA?

**Because the price of experience is less than the cost of mistakes.**

Real estate is a major investment—and one misstep can have lasting consequences. At SWA, we bring decades of expertise to help you navigate complex building challenges with confidence. Whether you're launching a new development, upgrading an existing property, or resolving performance issues, we don't just diagnose problems—we guide you through practical, lasting solutions.

## WHAT SETS US APART?

- Industry leadership rooted in peer-reviewed research.
- Unmatched regulatory insight drawn from decades of code and policy experience.
- Trusted partners to large-scale agencies.
- Scalable teams with experience across building types and sectors.

## WHO ARE WE?

**120+** staff

**8 yrs.** average tenure

**11 yrs.** average industry experience

**60%** of staff are women and/or minority

**100%** employee owned



## WHAT DO WE DO?



Green Building  
Certification Services



Accessibility  
Consulting



Energy Retrofits &  
Optimization



Enclosure  
Consulting



Net Zero  
Energy & Carbon



Research & Program  
Development



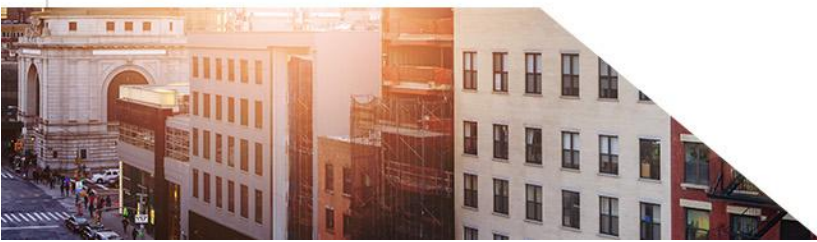
Third-Party Testing  
& Verification



Building  
Commissioning



Training & Workforce  
Development



**We Make Buildings Perform Better**

Visit [swinter.com](http://swinter.com) for more information

# COST PROPOSAL

## SWA FEES

Fees for the stated scope of work are valid for 90 days from the date of issuance.

| TASKS                                                                                                               | TOTAL FEES  |
|---------------------------------------------------------------------------------------------------------------------|-------------|
| 1-2. Preliminary Roadmap Analysis and Building Engagement + Decarbonization Roadmap Study Analysis and presentation | \$274,800   |
| 3. Additional Services (T&M)                                                                                        | NTE \$5,000 |

# PROJECT APPROACH

This decarbonization roadmap study focuses on the heating, cooling and domestic hot water systems and does not include envelope upgrades. In SWA’s experience, focusing on these systems is the most cost-effective way to substantially lower carbon emissions.

As part of the preliminary roadmap analysis and building engagement, SWA will schedule building stakeholder workshops to present the feasible optimization and deep retrofit package options as well as high level construction cost range, challenges and phasing considerations. SWA will then collaborate and engage with the building stakeholders to agree upon a preferred retrofit package as well as a timeline or roadmap to complete the retrofit work. This initial phase of the project is intended to be highly collaborative to allow SWA to customize the retrofit roadmap to meet the needs and expectations of the building.

After the completion of the stakeholder workshops, SWA will prepare an in-depth analysis of the selected retrofit package which may include optimization retrofit upgrades and deep energy retrofit upgrades with a timeline for implementation of the upgrades. The measures will be analyzed based on estimated reductions in carbon emissions, cost savings, required construction, and occupant impact. The deliverable for this project will be a PowerPoint deck of the retrofits investigated, with detailed economics presented with the proposed timeline for the retrofits.

This is a Level II equivalent study, which includes cost estimation based on extrapolations from peer projects, not site-specific schematic sizing or design. It also omits an electrical system study to determine whether electrical upgrades are needed to pursue electrification strategies. Additional targeted study of the preferred pathway(s) may be needed between this project and moving into a design phase depending on Client needs.

The analysis will apply to the following municipal buildings in Greenbelt, MD:

| BUILDING NAME               | ADDRESS                          |
|-----------------------------|----------------------------------|
| Youth Center                | 99 Centerway                     |
| SHL Recreation Center       | 6111 Cherrywood                  |
| Public Works                | 555 Crescent                     |
| Greenbelt Police Department | 550 Crescent                     |
| Municipal Building          | 25 Crescent                      |
| Community Center            | 15 Crescent                      |
| Aquatic and Fitness Center  | 101 Centerway                    |
| Theater                     | 129 Centerway +<br>125 Centerway |
| Museum                      | 10A + 10B Crescent Rd            |

## PROPOSED SCOPE OF WORK

### TASK 1. PRELIMINARY ROADMAP ANALYSIS AND BUILDING ENGAGEMENT

*Limitations, assumptions, and exclusions or responsibilities of the Client are outlined in italics throughout the scope of work as well as in the Assumptions and Exclusions section and the Terms and Conditions.*

#### Project Kickoff and Site Survey

At the start of the project, SWA will:

- Prepare an agenda and proposed project schedule
- Schedule one project kickoff conference call or virtual meeting with the building staff, property manager, and Client to confirm project timeline and discuss details of the scope of work.
- Coordinate site surveys with the building staff.

*The Client will:*

- Define a Client Project Team at the Project Kickoff including at a minimum:
  - One Client Project Manager authorized to give direction on SWA's scope of work.
  - One Site Representative who will be responsible for coordinating access to the building and who is intimately familiar with the building's heating, ventilation, air conditioning, lighting, domestic hot water, and controls systems.
  - Any additional people that must be consulted or informed throughout the process.
- Provide the name and contact information for everyone on the Client Project Team.

*The Client is responsible for providing the information and access outlined below:*

- Relevant engineering studies completed at the property within the last five years including any previously conducted energy audits or capital needs assessments
- All available Mechanical, Electrical, Plumbing and Architectural drawings for the facility
- The current capital and financial plan including planned improvements
- Current facility operation plans including an outline of contracted energy or maintenance services.
- Two years' worth of base-building utility bills to understand current usage and expenditures
  - *Utility history is required for all metered spaces, including commercial and/or those rented by others. Utility history must clearly state which spaces/end uses are associated with each meter.*
- Affordability or rent-regulated status of the building
- Remote access to Building and Energy management systems, if available
- Access to Energy Star Portfolio Manager account
- Access to common area, back of house, mechanical, and sample apartment spaces

SWA will complete a thorough review of all background information provided by the client including a utility analysis. SWA will conduct one (1) site survey to become familiar with the existing building systems, building layout and site constraints.

## STAKEHOLDER ENGAGEMENT WORKSHOPS AND ROADMAP SELECTION

SWA will compile a PowerPoint deck to outline the following for the building:

- Review of the existing mechanical systems and a 30-year outlook for expected end of use life upgrades
- Optimization and feasible deep retrofit upgrade options identified, including:
  - High level construction cost ranges
  - Benefits and challenges
  - Phasing considerations
- Decision points, criteria and guidance required from the building for SWA to proceed with in-depth analysis of the preferred retrofit package
- Discussion topics relating to the building's preferred timeline to phase proposed retrofit work to meet carbon reduction targets accounting for:
  - Capital projects, equipment end of useful life, any building specific considerations

SWA will participate in two (2) virtual workshop meetings with the Client to review the roadmap options and preliminary findings.

- Workshop 1 – SWA will present to the roadmap package options and considerations in a PowerPoint deck to the building stakeholders. SWA will solicit questions and feedback on the retrofit package options as well as the timeline to implement retrofit work.
- Workshop 2 – The goal of this workshop will be for the building stakeholders to select and agree upon a retrofit package and preferred timeline to implement work. This will allow SWA to customize the retrofit roadmap to meet the needs and expectations of the building and to proceed with an in-depth analysis of the proposed retrofit work.

## TASK 2: DECARBONIZATION ROADMAP STUDY ANALYSIS AND PRESENTATION

Upon completion of the stakeholder workshop and roadmap selection tasks, SWA will complete an in-depth analysis of the selected package of retrofit work to outline a customized roadmap for the building. The **retrofits will be evaluated without the context of envelope upgrade work**. The final roadmap study will include the following:

- Estimated upfront construction cost of major new equipment proposed, based on previous SWA project experience, as well as available incentives to offset costs
  - *The building is responsible for identifying and securing financing to implement the retrofit work*
- Estimated annual energy usage and operating costs
- Projected carbon emissions
- An overarching roadmap with proposed phasing and timeline of retrofits taking into consideration:
  - Current and planned capital projects,
  - Equipment end of useful life timeline and planning

The deliverable will be a client facing PowerPoint deck to summarize the retrofits and timelines to implement the work and target emission reductions.

SWA will participate in two (2) virtual workshop meetings with the Client to review the review the roadmap analysis in detail and to identify immediate action items for retrofit implementation.

- Workshop 1 – SWA will present to the LL97 roadmap analysis and study PowerPoint deck to the building stakeholders. SWA will solicit questions and feedback on the package analysis and recommendations.
- Workshop 2 – The goal of this workshop will be for the building stakeholders and SWA to identify and agree upon the next steps and priority action items that are needed to move the project into the design and implementation phase.

### TASK 3: ADDITIONAL SERVICES (TIME AND MATERIALS, NTE \$5,000)

SWA can provide additional support as needed throughout the project. Tasks that may be billed hourly include:

- Additional client meetings
- Additional analysis and presentation revisions at request of the client
- Re-evaluation of preferred retrofit options and or timeline / roadmap
- Additional site visits
- Consulting for pilot install, design, and construction phases

SWA will invoice separately for this task in accordance with the hourly rates outlined in the terms and conditions section of this proposal. SWA will not proceed with these tasks without written confirmation from the Client.

## CLIENT RESPONSIBILITIES INCLUDE

- Securing access to the site for SWA field visit. This includes securing brief access to a few representative apartments (quantity dependent on how widely the apartment types vary).
- Providing items listed in the Project Management and Coordination section, above.

## PROJECT SCHEDULE

SWA will develop a project timeline with the Client following the notice to proceed. Mobilization time required from contract signing is 2 – 6 weeks (dependent upon SWA project pipeline and capacity).

## ADDITIONAL SERVICES

This proposal covers a first phase of work to develop a long-term roadmap for improving building systems. An envelope study to generate thermal and moisture models, product specifications, or design details is not included in this scope of work, but SWA's enclosure services team of architects can provide a proposal for that additional service if requested.

This proposal does not include an electrical infrastructure study, which would determine the electrical service upgrades needed to execute an electrification strategy. SWA can provide a proposal for that additional service if requested.

The future phases of this work will require additional professional support, including engineering and architectural design, progress inspections, commissioning, and ongoing utility tracking and analysis to chart improvement. SWA can support many facets of this process and will work with the Client to determine the best value services to propose when a pathway forward is finalized.

## ASSUMPTIONS AND EXCLUSIONS

In addition to those stated within the Scope of Work (SOW), the following section includes general assumptions and exclusions for all SWA projects. For any significant departure from these assumptions, SWA reserves the right to negotiate additional fees at the prevailing hourly rates (See Terms and Conditions for Fee Schedule).

- SWA assumes the Client and members of the Client's Project Team will provide all relevant and requested materials and information in a timely fashion.
- The SOW is based on program/code/rating system requirements effective as of the date of the proposal, unless stated otherwise.
- For all buildings/segments, SWA assumes project phases occur concurrently with the same team, unless stated otherwise. Phased work or team changes may incur additional fees.
- The project team will give adequate notice for onsite services or cancellations; SWA will make efforts to accommodate short notice but cannot guarantee availability.
- Relevant personnel (such as site superintendent or subcontractor) will be present during site visits/tests.
- Access will be provided to all areas of the building(s) and all building systems as required to complete the SOW.
- Onsite services will occur during regular weekday business hours unless stated otherwise.
- Virtual visits may replace onsite visits when deemed appropriate.
- The Client is responsible for obtaining building permits, equipment use cards or permits for installed equipment, and the like.
- Testing, Adjusting and Balancing (TAB) of HVAC or plumbing systems is outside SWA's SOW and must be completed by a licensed professional per applicable codes/programs.
- Any site investigation in the SOW will be performed by non-invasive observation; detailed existing condition surveys are excluded, and SWA's work will not account for hidden conditions.
- Tenant fit-out spaces (e.g., retail, office) are excluded from SWA's SOW unless stated otherwise; default values may be used for project certification.
- Special and/or Progress Inspections required by local code are excluded from SWA's SOW.

## ADDITIONAL SERVICES

- This proposal covers a first phase of work to develop a long-term roadmap for improving building systems. An envelope study to generate thermal and moisture models, product specifications, or design details is not included in this scope of work, but SWA's enclosure services team of architects can provide a proposal for that additional service if requested.
- This proposal does not include an electrical infrastructure study, which would determine the electrical service upgrades needed to execute an electrification strategy. SWA can provide a proposal for that additional service if requested.
- The future phases of this work will require additional professional support, including engineering and architectural design, progress inspections, commissioning, and ongoing utility tracking and analysis to chart improvement. SWA can support many facets of this process and will work with the Client to determine the best value services to propose when a pathway forward is finalized.

## EXECUTION AND ACKNOWLEDGEMENT

The undersigned has the authority to execute this agreement on behalf of the Client and authorizes work to commence in accordance with the attached Terms and Conditions.

*Initial to select the scope of work:*

| INITIALS | TASKS                                                                                                                  | FEES           | DEPOSIT  |
|----------|------------------------------------------------------------------------------------------------------------------------|----------------|----------|
| _____    | 1-2. Preliminary Roadmap Analysis and Building Engagement<br>+ Decarbonization Roadmap Study Analysis and presentation | \$274,800      | \$41,220 |
| _____    | 3. Additional Services (T&M)                                                                                           | NTE<br>\$5,000 | N/A      |

*Client or Authorized Representative Name (Print)*

*Title*

*Date*

### *Client Signature*

*Original or verified electronic signature accepted*

Luisa F. Robles, Ph.D.  
Sustainability Coordinator, Public Works  
City of Greenbelt – DPW  
555 Crescent Road  
Greenbelt, MD 20770  
lrobles@greenbeltmd.gov

SWA will submit invoices to the Bill-To Client  
Organization and email shown at left. Please make  
any needed corrections below:

*Billing Attention-To Contact:*

*Name*

*Email*

*Phone*

*Billing Entity/Organization Name*

*Street Address*

*City, State, Zip*

Submit invoicing inquiries to: [receivables@swinter.com](mailto:receivables@swinter.com)

Steven Winter Associates, Inc.  
55 N Water St, Suite 1

## Mid-Atlantic

# Portfolio Summary

SWA supports clients in the Mid-Atlantic region with comprehensive consulting services ranging from accessible high-performance new construction and green building certifications to deep energy and accessibility retrofits, commissioning, and decarbonization planning.

With over 50 years of experience and deep local expertise, SWA helps clients receive practical, forward-looking guidance grounded in both policy and performance.



Park Kennedy - Washington, DC

### Partnerships

SWA actively collaborates with regional entities like DC DOEE, DCHA, Montgomery County DEP/DGS, HABC, and the Building Innovation Hub. This close involvement ensures clients receive insider understanding of evolving regulations and codes specific to the region.

### Incentive Support

SWA excels at navigating complex regional rebate and incentive programs—such as DCSEU, PEPCO, EmPower MD, Dominion Energy, and DC and Montgomery County Green Banks—to help maximize financial returns and reduce project costs.

### Partial Client Listing

- » Tishman Speyer
- » The Georgetown Company
- » Bozzuto
- » Greystar
- » Hord Coplan Macht
- » Preservation of Affordable Housing
- » Trammell Crow Residential
- » EYA



Sheppard Pratt Medical Hospital  
Elkridge, MD



815 Connecticut Ave - Washington, DC



The Gilman School - Baltimore, MD



Hillsdale at Barry Farm - Washington, DC

### Markets

- » Multifamily
- » Communities
- » Commercial/Office
- » Healthcare
- » Senior Housing
- » Education
- » Hospitality
- » Government

## TERMS AND CONDITIONS

These terms and conditions accompany a proposal for services ("Proposal"), which when executed by the authorizing party ("Client") together with these terms and conditions comprise an agreement ("Agreement") between Steven Winter Associates, Inc. (SWA) and the Client. This Agreement is the entire agreement and expresses the entire understanding between the parties as to the terms of service.

**1. Services and Warranties:** The Client engages SWA to provide the services as described in the Agreement. SWA shall perform the services in accordance with all applicable laws and regulations; any warranties or guaranties are expressly disclaimed. SWA will maintain professional liability coverage; certificate of insurance available upon request. SWA will not hold responsibility for any delays beyond its reasonable control.

**2. Fees and Pricing:** SWA shall receive compensation from the Client as outlined in the Agreement. SWA reserves the right to modify terms and pricing of proposals 90 days after issuance. The Client agrees to swiftly remit deposit upon execution. This deposit will be applied to the initial invoice(s).

**3. Reimbursable Expenses:** The Client agrees to reimburse SWA for certain out-of-pocket expenses incurred while providing Agreement services. These may include, but are not limited to, meeting expenses, certification / program fees, and Client-approved travel expenses. Expenses are billed at cost and are in addition to the Agreement fees.

**4. Invoicing:** Invoices for fixed-price (lump sum) work will not include hourly breakdowns. Hourly details are only included for Time and Materials or Additional Hourly Services. Invoices will be sent electronically to the Client's designated Billing contact.

SWA accepts payment by e-check, ACH/wire transfer, or credit card; no paper checks. For assistance, contact [receivables@swinter.com](mailto:receivables@swinter.com).

Electronic Funds Transfer (EFT):  
International SWIFT Code: BOFAUS3N  
Institution: Bank of America  
ABA for Wire Transfers: 026-009-593  
ABA for ACH Transfers: 011900254  
Account: 385015920997

**5. Payment Terms:** Payment will be due in US Dollars. Payment is due within 30 days of invoice issuance. Any disputes regarding an invoice must be made in writing within 15 days of the Client's receipt of the invoice; otherwise, the invoice shall be deemed accepted.

Beyond 60 days, a 1% monthly interest fee will apply. Remittance shall not be dependent on the Client's third-party funding. The Client is responsible for any collection costs, including legal fees resulting from default or failure to pay for services rendered. All fees mentioned in this Agreement are exclusive of taxes; any applicable taxes are the Client's responsibility.

**6. Suspension of Services:** If the Client fails to make payments on time or abide by the terms outlined herein, SWA may either stop work temporarily or end this Agreement entirely. SWA will not be responsible for any claims, damages, or delays caused by stopping or ending work. The Client may pause the project by providing SWA at least seven (7) days' written notice and paying for all work done and expenses incurred prior to the pause date. SWA reserves the right to update its fees before restarting work after any suspension or delay, including additional time as needed for re-mobilization.

**7. Termination:** Either party may terminate this agreement without cause upon 10 days' written notice. In any case, the Client will remain liable for all incurred expenses and fees for services rendered through the termination date. Upon SWA's receipt of payment, all completed work will be provided to the Client.

**8. Assignment:** The Client shall not assign, transfer, or delegate any rights or obligations under this agreement without SWA's prior written consent.

**9. Subcontract:** SWA may engage subcontractors for completion of services. Written agreements and proof of insurance will be provided to the Client upon request.

**10. Confidentiality:** Each party agrees that it shall hold in confidence all proprietary and confidential information which it has or may receive from the other party. This information may be disclosed to employees along with legal and financial advisors, as required. SWA may retain building data for use in its research and analytics; no building-specific details will be released without written consent of the Client. The terms of this section shall survive the expiration of this Agreement.

**11. Intellectual Property (IP):** Each party shall retain ownership of all IP in possession prior to project commencement. SWA will retain all rights to any documentation provided to the Client. A royalty-free license to use deliverables for any purpose connected with or intended by the scope of the project is available to the Client.

**12. Limitation of Liability:** The Client agrees that SWA's total liability relating to the Project or this Agreement shall not exceed the total compensation received.

**13. Indemnification:** SWA and the Client each agree to indemnify and hold harmless the other party and the other party's respective officers, directors, partners, members, and employees from and against liability for all claims, losses, damages, and expenses, including reasonable attorney fees, to the extent such claims, losses, damages, or expenses are caused by the indemnifying party's negligent acts, errors, or omissions. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of the Client and SWA, they shall be borne by each party in proportion to its negligence. The terms of this section shall survive the expiration of this Agreement.

**14. Dispute Resolution:** In the event of a dispute, both parties agree to follow the Construction Industry Mediation Rules of the American Arbitration Association. Mediation demands shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceeding based on such claim dispute or other matter in questions would be barred by the applicable Statute of Limitations. Mediation fee(s) will be shared equally by both SWA and the Client.

**15. Statute of Limitations:** Without overriding an applicable statute of limitations, both parties agree that any legal claim related to the Agreement shall be waived and barred after one year has passed from the time the aggrieved party knew or should have known of its dispute, claim, damage, or cause of action.

Either Party must notify the other, in writing, within 30 days of any claim arising to the entity's address provided in the Agreement. In the event such notice is not provided, claim will be deemed as waived.

**16. Promotional and Marketing Materials:** SWA reserves the right to use photographic and written representations of the project in its promotional materials, case studies, etc. Such materials shall not include confidential information or IP as noted in these terms and conditions.

**17. Jurisdiction of Law:** This agreement is governed by the applicable laws of the project's location. Non-domestic projects fall under the jurisdiction of U.S law.

**18. Non-solicitation:** The Client agrees to refrain from attempting solicitation of SWA employees for the Agreement's duration and a period of one year following. If found in violation, the Client agrees to compensate SWA the equivalent of one year's salary for each employee hired.

**19. Force Majeure:** Neither the Client nor SWA shall be held accountable or penalized under the terms of this Agreement for any failure or delay in performance due to causes beyond the party's reasonable control, including but not limited to acts of God, government restrictions, wars, strikes, natural disasters, pandemics, or insurrections.

**20. Safety and Conduct:** SWA will not tolerate any violence, harassment, or threats. Services may be suspended and/or terminated if the client fails to immediately address reports of inappropriate conduct.

If hazardous materials or unsafe working conditions are discovered onsite, the Client or Owner must contain / remediate in accordance with all applicable laws before continuation of SWA's onsite services. The Client and Owner shall indemnify, hold harmless, and bring no claim against SWA in relation to the presence of hazardous materials and/or unsafe working conditions.

## HOURLY RATES FOR TIME AND MATERIALS OR ADDITIONAL HOURLY SERVICES

|       |                                                  |
|-------|--------------------------------------------------|
| \$450 | Executive Management II                          |
| \$400 | Executive Management I                           |
| \$350 | Technical Director II                            |
| \$300 | Technical Director I                             |
| \$275 | Program Manager/SME II                           |
| \$250 | Program Manager/SME I                            |
| \$225 | Project Manager II                               |
| \$200 | Project Manager I                                |
| \$175 | Consultant III                                   |
| \$150 | Consultant II / Administrative II / Marketing II |
| \$125 | Consultant I                                     |
| \$110 | Analyst / Administrative I / Marketing I         |
| \$100 | Intern Analyst                                   |
| \$85  | Intern                                           |

**GREENBELT HOMES, INC.**  
**HAMILTON PLACE, GREENBELT, MARYLAND 20770**  
Area Code (301) 474-4161 Fax (301) 474-4006

July 29, 2026

Josué Salmerón  
City Manager  
City of Greenbelt  
25 Crescent Road  
Greenbelt, MD 20770

Dear Mr. Salmerón,

In 2005, the City of Greenbelt first signed a three (3)-year agreement for Greenbelt Homes Inc. (GHI) to provide mowing, trimming and leaf removal services at twelve (12) City-owned playgrounds within the GHI community. The agreement was renewed in 2008, 2011, 2015, 2017, 2020 and 2023.

GHI is willing to continue mowing, trimming and removing leaves from the twelve City-owned playgrounds for 2026 through 2028. The proposed annual costs are as follows:

- 2026 - \$10,921
- 2027 - \$11,249
- 2028 - \$11,586

Attachment #1 to this letter shows how the annual costs for 2026 to 2028 were calculated. If this offer is acceptable, please request the authorized person to sign the acceptance form below and return one copy of this letter.

Sincerely,

*James L. Claggett Jr.*

James Claggett  
General Manager  
Greenbelt Homes, Inc.

## Attachment #1

### Calculation of Costs for Mowing, Trimming and Fall Leaf Collection at City-Owned Playgrounds

#### A. Area of City-Owned Playgrounds Mowed by GHI Contractor

| Location of City-owned Playgrounds   | Sq ft of Turf Area to be Mowed/Trimmed |
|--------------------------------------|----------------------------------------|
| 15 Court Laurel Hill                 | 3,943                                  |
| Corner of Ridge Rd and Plateau Place | 14,101                                 |
| 6 Court Hillside and 2 Northway      | 29,261                                 |
| Behind 2 Court Eastway               | 10,820                                 |
| Behind 3 Court Gardenway             | 12,465                                 |
| 4 Court Gardenway                    | 7,401                                  |
| Behind 2 Gardenway                   | 8,874                                  |
| 1 Court Southway                     | 20,353                                 |
| 26 Court Crescent Rd                 | 11,473                                 |
| 10 Court Crescent Rd near museum     | 8,044                                  |
| 1 Court Ridge Rd near Crescent Rd    | 6,653                                  |
| Across from 73 Court Ridge Rd        | 26,261                                 |
| Total sq ft                          | 159,649                                |

#### B. Costs for Mowing and Trimming City-Owned Playgrounds

2026 contractor cost: \$101,020; City share (8.65%) = \$8,738.

2027 contractor cost: \$104,051; City share = \$9,000.

2028 contractor cost: \$107,173; City share = \$9,270.

#### C. Cost of Fall Leaf Collection Undertaken by GHI Grounds Maintenance Staff

2026: \$2,183

2027: \$2,249

2028: \$2,316

#### D. Total Costs for Mowing, Trimming and Leaf Collection

2026: \$8,738 + \$2,183 = \$10,921

2027: \$9,000 + \$2,249 = \$11,249

2028: \$9,270 + \$2,316 = \$11,586

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**Acceptance: This is to acknowledge acceptance of the foregoing offer to have Greenbelt Homes Inc. provide mowing, trimming and leaf removal services at the twelve City-owned playgrounds within the GHI community.**

**Annual payments will be as follows for the period 2026 to 2028:**

• 2026 - \$10,921

• 2027 - \$11,249

• 2028 - \$11,586

  
Authorized Signature

7/30/26  
Date

**From:** [Timothy George](#)  
**To:** [Josue Salmeron](#)  
**Subject:** FW: Greenbrook Estates HOA - landscaping payments  
**Date:** Wednesday, July 29, 2026 10:25:00 AM  
**Attachments:** [Professional City Islands All Signed 2026 - Copy.pdf](#)  
[Professional City Islands Signed 07 May 2025.pdf](#)  
[ELITE CITY ISLAND CONTRACT Corrected dates 15 March 2024 to 31 Dec 2024.pdf](#)  
[ELITE Greenbrook Estates Islands Contract from Mar 2024 through Dec 2023 signed 15 Mar 2024.pdf](#)

---

Josue:

Greenbrook Estates is requesting reimbursement for the last 2 years of grass cutting on City circles. While we don't have an active contract with them, they have confirmed to have their contractor cut the circles. I have been working with Kevin and Brian on this for a plan going forward, and their initial thoughts are that having the HOAs do this is better for DPW workflows.

The total amount is \$7,000. There are sufficient funds remaining in FY2026 in the account we typically use for grass cutting (001-10-440-523418). The line has \$92K remaining.

Let me know if it is ok to process the Greenbrook reimbursement request using the 440-523418 account.

Thanks,

Tim

Tim George  
240.542.2025 – Direct  
[tgeorge@greenbeltmd.gov](mailto:tgeorge@greenbeltmd.gov)

---

**From:** Timothy George  
**Sent:** Tuesday, July 28, 2026 11:12 AM  
**To:** Brian Kim <[bkim@greenbeltmd.gov](mailto:bkim@greenbeltmd.gov)>; Kevin Driscoll <[kdriscoll@greenbeltmd.gov](mailto:kdriscoll@greenbeltmd.gov)>  
**Subject:** FW: Greenbrook Estates HOA - landscaping payments

Brian/Kevin:

See attached and below from Greenbrook Estates. According to their records, we owe them \$3,500 for FY26 and for FY25. We don't have a signed agreement anymore, but they are going off of the old agreement.

Once I find the funds, I will need to run this by Josue. We also need to decide whether it's

better to continue to pay the HOAs to do the work or if we should take it over.

But first things firsts, do we have \$7,000 in the FY26 DPW grass maintenance budget to cover this?

Thanks,

Tim

Tim George  
240.542.2025 – Direct  
[tgeorge@greenbeltmd.gov](mailto:tgeorge@greenbeltmd.gov)

---

**From:** Ronald Bjorkland <[r\\_bjorkland@hotmail.com](mailto:r_bjorkland@hotmail.com)>  
**Sent:** Tuesday, July 21, 2026 2:46 PM  
**To:** Timothy George <[tgeorge@greenbeltmd.gov](mailto:tgeorge@greenbeltmd.gov)>  
**Cc:** Carolyn Jones <[cjones630@hotmail.com](mailto:cjones630@hotmail.com)>; Ed Putens <[edwardputens@gmail.com](mailto:edwardputens@gmail.com)>  
**Subject:** Greenbrook Estates HOA - landscaping payments

Mr. George:

Thank you for our telephone conversation today. I have summarized here the points we discussed:

- Going back multiple years, our HOA has contracted out the services of landscaping professionals to maintain (lawn mowing, vegetation trimming, planting of annuals, etc.) the four city-owned circles location within our HOA.
- You acknowledged a conversation you had with our HOA President, Ed Putens, on this topic within the past few months
- I noted that prior to the discussion you had with Ed Putens on this topic, Ed Putens (HOA President), Carolyn Jones (HOA Secretary) and I (HOA Treasurer) met with Mayor Emmett Jordan (20 March 2026) to discuss the reimbursement issue among other topics, and Emmett Jordan acknowledged the ongoing arrangement our HOA had and has with the City for said service
- I noted that our HOA paid the landscaping company (Professional Landscaping) \$3,500 for services in calendar year 2025 for which we have not yet been reimbursed
- I also noted that I do not know how many years in the recent past our HOA has paid for the landscaping services but has not yet been reimbursed
- You noted that your office is working on the issue of repayment to our HOA for said

services, but you cautioned that a challenge you face is the absence of any current written agreement between the City and our HOA for such repayment

- You stated that you expect to have a resolution to this issue by the end of July 2026
- Because of the difficulty in contacting Ed Putens at this point, I suggested that if you need other information to bring this outstanding issue to a successful conclusion, you contact me (phone number listed at the bottom of this email) or Ms. Carolyn Jones (HOA Secretary) at [cjones630@hotmail.com](mailto:cjones630@hotmail.com)
- I have attached copies of the contracts for calendar years:
  - 2026: Professional Landscaping (\$3,500)
  - 2025 Professional Landscaping (\$3,500)
  - 2024: Elite Landscaping (please note that the first Elite file has the corrected start and end dates (3/15/2024 through 12/31/2024) and the second Elite file has incorrect start and end dates (3/15/2024 through 12/31/2023).

Thank you,  
Ronald Bjorkland  
301.477.1237 (**landline**)  
Treasurer, Greenbrook Estates HOA

## LEGISLATIVE REFERENCE

**TO:** Appropriate Agency (checked below)

**FROM:** Rana Hightower, Director  
Planning, Housing and Economic Development Committee



**Date:** July 28, 2026

**Pending Legislation:**

|             |  |
|-------------|--|
| CB-075-2026 |  |
|             |  |

The legislation indicated above is now before the Prince George's County Council and will be scheduled for discussion in the Planning, Housing and Economic Development (PHED) Committee on September 17, 2026.

Please have appropriate staff review and comment on the effective date, as well as the impact on your department's operation or budget. In replying, please refer to the legislation number listed above and address your written comments to: Council Member Wala Blegay, PHED Committee Chair.

Please send your written comments to Charlotte Aheart, PHED Committee Assistant as soon as possible, but no later than close of business on August 11, 2026. Comments may be e-mailed to [cdaheart@co.pg.md.us](mailto:cdaheart@co.pg.md.us).

Wayne C. Curry Administration Building  
1301 McCormick Drive  
3<sup>rd</sup> Floor  
Largo, Maryland 20772  
FAX: 301-952-3499  
E-Mail: [REHightower@co.pg.md.us](mailto:REHightower@co.pg.md.us) or [cdaheart@co.pg.md.us](mailto:cdaheart@co.pg.md.us)

The following recipients have been sent by email, the above noted legislation for referral comments:

|                                     |                                                  |                                     |                                  |
|-------------------------------------|--------------------------------------------------|-------------------------------------|----------------------------------|
| <input checked="" type="checkbox"/> | <b>Legislative Aide to Council Member</b>        | <input checked="" type="checkbox"/> | <b>Peoples Zoning Counsel</b>    |
| <input checked="" type="checkbox"/> | Michelle Garcia, District 1                      | <input checked="" type="checkbox"/> | Soil Conservation                |
| <input checked="" type="checkbox"/> | Shanika Griffith, District 2                     | <input checked="" type="checkbox"/> | M-NCPPC                          |
| <input checked="" type="checkbox"/> | Julio Murillo, District 3                        | <input checked="" type="checkbox"/> | Economic Development Corporation |
| <input checked="" type="checkbox"/> | Shevaun Culmar-Reid, District 4                  | <input checked="" type="checkbox"/> | Redevelopment Authority          |
| <input checked="" type="checkbox"/> | Taylor Ware, District 5                          | <input checked="" type="checkbox"/> | Revenue Authority                |
| <input checked="" type="checkbox"/> | Richard Dickens, District 6                      | <input checked="" type="checkbox"/> | Housing Authority                |
| <input checked="" type="checkbox"/> | Tre'von Sawyers, District 7                      | <input checked="" type="checkbox"/> | FSC First                        |
| <input checked="" type="checkbox"/> | Preston Ross, District 8                         | <input checked="" type="checkbox"/> | Municipalities                   |
| <input checked="" type="checkbox"/> | Eric Bowman, District 9                          | <input checked="" type="checkbox"/> | Office of Community Relations    |
| <input checked="" type="checkbox"/> | Amy Fry, At-Large (Council Member Ivey)          | <input checked="" type="checkbox"/> | Police Department                |
| <input checked="" type="checkbox"/> | Ayana Crawford, At-Large (Council Member Blegay) |                                     |                                  |
| <input checked="" type="checkbox"/> | <b>Legislative Attorney</b>                      | <input checked="" type="checkbox"/> | Berwyn Heights                   |
| <input checked="" type="checkbox"/> | Kathy Canning                                    | <input checked="" type="checkbox"/> | Bladensburg                      |
| <input checked="" type="checkbox"/> | <b>Council Administrator</b>                     | <input checked="" type="checkbox"/> | Brentwood                        |
| <input checked="" type="checkbox"/> | <b>Deputy Council Administrator</b>              | <input checked="" type="checkbox"/> | Bowie                            |
| <input checked="" type="checkbox"/> | <b>Audits and Investigations</b>                 | <input checked="" type="checkbox"/> | Cheverly                         |
| <input checked="" type="checkbox"/> | <b>Board of Appeals</b>                          | <input checked="" type="checkbox"/> | College Park                     |
| <input checked="" type="checkbox"/> | <b>Clerk of the Council</b>                      | <input checked="" type="checkbox"/> | Colmar Manor                     |
| <input checked="" type="checkbox"/> | <b>County Executive</b>                          | <input checked="" type="checkbox"/> | Cottage City                     |
| <input checked="" type="checkbox"/> | <b>DHCD</b>                                      | <input checked="" type="checkbox"/> | District Heights                 |
| <input checked="" type="checkbox"/> | <b>DPIE</b>                                      | <input checked="" type="checkbox"/> | Edmonston                        |
| <input checked="" type="checkbox"/> | <b>DPW&amp;T</b>                                 | <input checked="" type="checkbox"/> | Fairmont Heights                 |
| <input checked="" type="checkbox"/> | <b>Office of Law</b>                             | <input checked="" type="checkbox"/> | Forest Heights                   |
| <input checked="" type="checkbox"/> | <b>Zoning Hearing Examiner</b>                   | <input checked="" type="checkbox"/> | Glenarden                        |
|                                     |                                                  | <input checked="" type="checkbox"/> | Greenbelt                        |
|                                     |                                                  | <input checked="" type="checkbox"/> | Hyattsville                      |
|                                     |                                                  | <input checked="" type="checkbox"/> | Landover Hills                   |
|                                     |                                                  | <input checked="" type="checkbox"/> | Laurel                           |
|                                     |                                                  | <input checked="" type="checkbox"/> | Morningside                      |
|                                     |                                                  | <input checked="" type="checkbox"/> | Mt. Rainier                      |
|                                     |                                                  | <input checked="" type="checkbox"/> | New Carrollton                   |
|                                     |                                                  | <input checked="" type="checkbox"/> | North Brentwood                  |
|                                     |                                                  | <input checked="" type="checkbox"/> | Riverdale Park                   |
|                                     |                                                  | <input checked="" type="checkbox"/> | Seat Pleasant                    |
|                                     |                                                  | <input checked="" type="checkbox"/> | University Park                  |
|                                     |                                                  | <input checked="" type="checkbox"/> | Upper Marlboro                   |

Revised February 05, 2026

# Proposed Prince George's County Legislation

## Regulating Gas-Powered Leaf Blowers

### CB-075-2026 | Quiet and Clean Landscaping Equipment

Prince George's County Council has introduced CB-075-2026 to phase out most gas-powered leaf blowers and establish a 70 dBA noise limit. The noise standard would begin July 1, 2027, with full enforcement and a prohibition on the sale of new gas-powered leaf blowers beginning July 1, 2028. Comments are due August 11, 2026.

#### Bill Summary

| Element                      | Summary                                                                                                                                  |
|------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Purpose</b>               | Phase out most gas-powered leaf blowers and transition to quieter, cleaner landscaping equipment.                                        |
| <b>Noise standard</b>        | Establish a 70 dBA operating limit beginning July 1, 2027.                                                                               |
| <b>Sales and enforcement</b> | Prohibit sale of new gas-powered leaf blowers and begin full enforcement July 1, 2028.                                                   |
| <b>Implementation</b>        | Provide phased prohibitions, exemptions, measurement and enforcement procedures, public education, transition assistance, and penalties. |
| <b>Public agencies</b>       | Establish requirements affecting County government and the Maryland-National Capital Park and Planning Commission.                       |

#### Key Dates

- **July 1, 2027:** 70 dBA noise standard begins.
- **July 1, 2028:** Full enforcement and prohibition on sale of new gas-powered leaf blowers.

#### Concerns Raised by Councilmember Jenni Pompi

- Fund meaningful transition assistance, including rebates, grants, or a buyback program.
- Address legacy equipment so recently purchased equipment can reach the end of its reasonable useful life.
- Avoid disproportionate costs for small landscaping businesses, sole proprietors, and lower-income operators purchasing commercial batteries, chargers, and replacement equipment.
- Include clear exemptions for emergencies, major storm debris, public safety needs, and situations where compliant equipment is not commercially available or operationally adequate.
- Use practical, education-first enforcement with a consistent method for measuring the 70 dBA limit and a clearly identified enforcement agency.

**COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND**  
**2026 Legislative Session**

Bill No. CB-075-2026

Chapter No. \_\_\_\_\_

Proposed and Presented by Council Member Dernoga

Introduced by \_\_\_\_\_

Co-Sponsors \_\_\_\_\_

Date of Introduction \_\_\_\_\_

**BILL**

1 AN ACT concerning

2 Quiet and Clean Landscaping Equipment

3 For the purpose of providing legislative findings and purpose; providing definitions; providing  
 4 for prohibited acts and a certain phased prohibition; providing for certain exemptions; providing  
 5 a requirement for County government and the Maryland-National Capital Park and Planning  
 6 Commission; providing for enforcement and measurement; providing for public education and  
 7 transition assistance; providing for penalties; and generally regarding quiet and clean  
 8 landscaping equipment.

9 BY adding:

10 SUBTITLE 19. POLLUTION.

11 Sections 19-127, 19-127.01, 19-127.02, 19-127.03,  
 12 19-127.04, 19-127.05, 19-127.06, and 19-127.07

13 The Prince George's County Code  
 14 (2023 Edition; 2025 Supplement).

15 SECTION 1. BE IT ENACTED by the County Council of Prince George's County,  
 16 Maryland, that Sections 19-127, 19-127.01, 19-127.02, 19-127.03, 19-127.04, 19-127.05, 19-  
 17 127.06, and 19-127.07 of the Prince George's County Code be and the same are hereby added:

18 **SUBTITLE 19. POLLUTION.**

19 **DIVISION 2B. QUIET AND CLEAN LANDSCAPING EQUIPMENT.**

20 **Sec. 19-127. Legislative Findings and Purpose.**

21 The purpose of this Division is to protect public health, peace, and the environment by

phasing out the use of the loudest and most polluting landscape equipment through a decibel-based standard, ultimately prohibiting the sale of non-compliant equipment, and requiring the use of quieter alternatives.

**Sec. 19-127.01. Definitions.**

In this Division, the following terms have the meanings indicated:

(a) **Commercial User** means any person, including a self-employed individual, partnership, corporation, or other entity, that uses a regulated leaf blower in the course of business, including property maintenance, landscaping, or groundskeeping services.

(b) **Decibel (dBA)** means the A-weighted sound pressure level, a unit of measurement for environmental and community noise.

(c) **Director** means the Director of the Department of Permitting, Inspections and Enforcement (DPIE), or their designee.

(d) **Gas-Powered** means powered by a spark ignition or compression ignition engine utilizing gasoline, diesel, or any other fossil fuel.

(e) **Operator** means an individual who operates a regulated leaf blower.

(f) **Person** means an individual, corporation, partnership, association, or any other legal entity.

(g) **Regulated Leaf Blower** means any portable, handheld or backpack-style machine, gas-powered or electric, designed or used to blow leaves, grass, dirt, debris, or other materials.

(h) **Residential User** means any person who uses a regulated leaf blower on property they own, rent, or occupy, and not in the course of a business.

**Sec. 19-127.02. Prohibited Acts – Sound Level Standard and Phased Prohibition.**

(a) **Performance Standard:** No person shall use a regulated leaf blower that generates a sound level exceeding 70 dBA at a distance of fifty (50) feet from the operator, under standardized testing conditions as prescribed by regulation of the Director.

(b) **Phased Implementation of Use Prohibition.**

(1) **Effective July 1, 2027:** The standard in subsection (a) applies to all use within the County. During an initial education period of one year from this date, the Director shall issue warnings for violations but may impose penalties for repeat violations.

(2) **Effective July 1, 2028:** The standard in subsection (a) is fully enforced with penalties as provided in Section 19-127.07. This standard effectively prohibits the use of

1 virtually all commercially available gas-powered leaf blowers, which typically operate between  
 2 75-110 dBA at 50 feet, while allowing most electric models.

3 (c) Prohibition on Sale. effective July 1, 2028, no person shall sell, offer for sale, or lease  
 4 at retail within Prince George's County any new gas-powered regulated leaf blower.

5 **Sec.19-127.03. Exemptions.**

6 The prohibitions of Section 19-127.02 shall not apply to:

7 (a) Use by or on behalf of a federal, state, or local government entity, except for Prince  
 8 George's County Government and MNCPPC as provided in § 19-127.04.

9 (b) Use for agricultural operations, as defined in County Code.

10 (c) Use on golf courses.

11 (d) Use at properties of ten (10) acres or more.

12 (e) Use for emergency cleanup operations immediately following a storm, declared  
 13 emergency, or other catastrophic event, as approved by the Director.

14 **Sec.19-127.04. Requirement for County Government and MNCPPC.**

15 (a) All Prince George's County government agencies, departments, and contractors  
 16 performing work on behalf of the County shall cease the use of any regulated leaf blower that  
 17 does not meet the standard in Section 19-127.02 by July 1, 2027.

18 (b) The Maryland-National Capital Park and Planning Commission (MNCPPC) operating  
 19 within Prince George's County is strongly urged and requested by the Council to adopt an  
 20 identical policy and compliance timeline for its operations within the County.

21 **Sec. 19-127.05. Enforcement and Measurement.**

22 (a) The Director is authorized to enforce this Division.

23 (b) Enforcement may be initiated upon complaint. The Director shall develop a protocol  
 24 for the measurement of sound levels from regulated leaf blowers using a sound level meter  
 25 meeting ANSI Type 1 or Type 2 standards.

26 (c) A violation occurs if a single measurement taken in accordance with the Director's  
 27 protocol demonstrates a sound level in excess of the standard in Section 19-127.02.

28 **Sec. 19-127.06. Public Education and Transition Assistance.**

29 The Department of Environment, in coordination with the Director, Department of Permits  
 30 Inspection and Enforcement, shall conduct a public information campaign on the requirements of  
 31 this Division and the benefits of quiet, electric equipment. The Department of the Environment

1 shall explore and may establish a grant or voucher program to assist commercial users,  
 2 particularly small businesses, in transitioning to compliant equipment.

3 **Sec. 19-127.07. Penalties.**

4 Any person who violates this Division is subject to a civil penalty as follows:

5 (a) First violation: A fine not exceeding \$100.

6 (b) Second violation within a 12-month period: A fine not exceeding \$250.

7 (c) Third and subsequent violations within a 12-month period: A fine not exceeding \$500.

8 Each day a violation continues constitutes a separate offense.

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

17 SECTION 3. BE IT FURTHER ENACTED that this Act shall take effect forty-five (45)  
 18 calendar days after it becomes law.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2026.

COUNTY COUNCIL OF PRINCE  
GEORGE'S COUNTY, MARYLAND

BY: \_\_\_\_\_  
Krystal Oriadha  
Chair

ATTEST:

\_\_\_\_\_  
Donna J. Brown  
Clerk of the Council

APPROVED:

DATE: \_\_\_\_\_ BY: \_\_\_\_\_  
Aisha N. Braveboy  
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.

\* \* \* \* \*

Chair Wala Blegay  
Planning, Housing and Economic Development Committee  
Prince George's County Council

**Support for CB 075-2026 (Quiet and Clean Landscaping Equipment) with Suggested Amendments**

August 10, 2026

Dear Chair Blegay and Members of the PHED Committee:

The City of Greenbelt is writing to express its support for the Quiet and Clean Landscaping Equipment Bill (CB 075-2026).

We support this legislation because of the environmental harm that leaf blowers cause in our community and the loud noise that is an annoyance for our residents and a health and safety concern to the operators of these leaf blowers.

The municipalities of Takoma Park, Hyattsville, University Park, Annapolis, and Somerset, as well as Montgomery County, already have legislation restricting the use of leaf-blowing equipment. Our city has been considering similar legislation.

Leaf blowers generate loud, low-frequency noise that travels long distances and easily penetrates walls and windows, causing chronic annoyance and sleep disruption. The noise level of some blowers reaches 115 decibels, risking permanent hearing loss for the operators and disturbing our residents. And the gas-powered blowers can emit pollutants in one hour equivalent to driving a car for hundreds of miles. We do not need this pollution in our community.

We do have some suggestions that would improve the legislation. Our recommendations have to do with the implementation and transition away from gas-powered leaf blowers.

- We suggest a transition assistance program that includes rebates, grants, or a buy-back program. Such a program should be aimed at small landscaping businesses, sole proprietors, and lower income operators. (Most of the jurisdictions that have passed similar legislation have included such an assistance program in their legislation.)
- Right now, the proposal bans the use of gas-powered blowers, but the ban on the sale of such blowers would take effect a year later. This means that people might

buy blowers that they then can't use. We feel this should be reversed, so that the ban on the sale goes into effect *earlier* than the ban on the use of the equipment. That enables people who have recently purchased the equipment not to have lost their investment.

- We recommend an educational component that informs the community of the legislation and the implementation dates, and that explains why these blowers are bad for the operators and the community.
- We would include an exemption from emergencies, major storms, and public safety needs where all available equipment is necessary to meet the emergency.

We want to thank Councilman Dernoga for introducing this needed legislation, and look forward to the Committee and Council's passage of this much needed bill.

Sincerely yours,

Emmett Jordan, Mayor  
City of Greenbelt

# CITY OF GREENBELT, MARYLAND

## OFFICE OF THE CITY MANAGER

25 CRESCENT ROAD, GREENBELT, MD. 20770



TO: City Council  
From: Tim George, Assistant City Manager  
cc: Josué Salmerón, City Manager  
Date: August 10, 2026  
RE: Greenbelt Armory Development Options Discussion

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The City engaged an A&E consultant, the AMAR Group, to assess the current conditions of the Greenbelt Armory and to propose redevelopment options for its use. A primary component of their work was to assess the current condition of the buildings and provide cost estimates for their use/re-use, either renovation or demolition. A second key component of the work was to conduct engagement workshops to gather community ideas, input and consensus. From the consultant's analysis and feedback from the four (4) community meetings three options were put forward: 1) Municipal center/mixed-use; 2) Residential/mixed-use; and, 3) Fire/EMS station. Based on the findings of the AMAR report, option 1 was preferred by the residents who attended the workshops.

On July 13, staff requested, can Council granted, authorization to seek a DHCD grant for funding to demolish the main Armory building and adjacent modular building (the garages will remain). The DHCD application was submitted on August 6 for the full demolition costs of \$1.1M.

Based upon the recommendations in the final report, in the "Current Questions" section of the 2026 Community Questionnaire the City included a question to gauge the resident's preference on the future development of the Greenbelt Armory site. We received a total of 819 Community Questionnaires, of which 515 were completed in-person/mailed in and 304 were completed on-line. With respect to the Armory question, we received 712 responses. The option that received the most responses was #1, Municipal center/mixed-use with 320 responses. Fire/EMS station (#2) received the second most responses (216 responses) followed by #3 Residential/mixed-use (216 responses). Finally, the Senior Team also reviewed the AMAR report and the three recommended options. The consensus of the Senior Team mirrors that of the Community Questionnaire results and AMAR recommendation, favoring the development option (#1) with the Municipal Building / mixed-use development.

While not a specific request herein, staff favors the idea of proceeding with a financial feasibility and planning analysis for preferred option of a mixed-use development consisting of a municipal building, supportive retail/restaurants, live-work-play use of the garages and open spaces on the

**A NATIONAL HISTORIC LANDMARK**

PHONE: (301) 474-8000 [www.greenbeltmd.gov](http://www.greenbeltmd.gov)

Greenbelt Armory site. The initial work will confirm the financial feasibility and viability of a mixed-use development on the site and the potential for a public-private partnership. The final project make-up, design and construction will be addressed in subsequent work once financial feasibility has been established.

Staff requests clarity and direction from the City Council regarding next steps to move the selection of the preferred concept for the Greenbelt Armory redevelopment forward for feasibility analysis.

## **Proposal to Establish a City Council Sister Cities Working Group**

Submitted by Mayor Pro Tem Kristen Weaver

City Council has received at least two expressions of interest in forming Sister City relationships with international communities: a letter of interest from Sacheon, Gyeongsangnam-do, Republic of Korea (initially received in March 2025) and verbally expressed interest from the members of the Ukrainian Parliament (who visited the city in April 2026). Without a designed point of contact, follow-up has fallen through the cracks. The Sister Cities Working Group, coordinating with appropriate city staff such as the City Manager and the Economic Development Manager, would take point on developing these efforts going forward. The engagement with the other communities is likely to include other elected officials, making Council involvement important for facilitation of these relationships.

### **Composition**

- The Sister Cities Working Group shall consist of three or fewer members of the City Council, appointed by the City Council.
- The City Manager, Economic Development Manager, and other appropriate staff shall serve as resources to the Working Group.

### **Meeting Schedule**

- Initial meetings to better define the parameters for interaction with potential Sister Cities would be needed at the outset, both internally within the city and with representatives of the proposed Sister Cities
- After basic parameters are defined, community engagement should be sought to further shape the joint efforts.
- Once the relationships are developed, meetings may reduce to periodic check-ins, for example on a quarterly or bi-annual basis, as well as potentially spin-off event coordination depending on how the relationships have been defined (for example for cultural exchanges.)

### **Responsibilities**

The Sister Cities Working Group shall:

- Research how other communities have structured Sister City relationships and present policy options to the full City Council for decision-making. This may include exploring the resources available from entities such as Sister Cities International, which serves as the national membership organization for sister city programs in numerous communities.
- Once parameters are established by Council, coordinate with proposed Sister City partners to set up the relationships and facilitate events between the entities.

- Identify funding sources, which may include proposals for inclusion in the City's budget priorities, but also outside opportunities and fundraising.

### **Guiding Principles**

The Sister Cities Working Group is intended to address invitations received to establish such relationships and allow them to move forward without further delay. While research and proposals will be facilitated by the working group, policy decisions related to Sister City relationships (including funding sources) will be made by the full Council. Any agreement to be signed between Greenbelt and another community would be approved via a resolution of Council.

After the initial creation of the Sister Cities relationships, an evaluation should occur as to whether the responsibility for their management should be shifted from the working group to another entity, such as an existing (or new) city advisory board, or become a permanent liaison role held by one or more members of City Council, assigned at the beginning of each term as other liaison appointments are handled.

## City Council Topical Working Group: Greenbelt CARES 501(c)(3)

### Initial Scope & Purpose Report

*Timeline:* Created by vote of Council on April 27, 2026. Expected to last approximately six months, or until the CARES non-profit organization is formulated.

*Council Members:* Danielle McKinney, Jenni Pompi, Kristen Weaver

#### *Purpose:*

To coordinate with CARES and other City staff as needed for creation of a 501(c)(3) entity that will enable CARES to apply for additional funding opportunities not currently available as solely a municipal organization. A working group of Council will be helpful to support this effort by assisting with research and summaries prior to a discussion by the full Council, in order to ensure a productive conversation when Council is ready for any action needed.

Specific tasks may include:

- Providing advice on purpose and goals statements to ensure they align with the City's priorities, as outlined in the foundational pillars and the guiding principles laid out in Council's adopted Strategic Planning Framework.
- Reporting back to the full City Council on progress, through written reports and verbal updates at council meetings, and bringing any items that may need decision making to the full body for discussion and a vote.

## **Proposal to Establish a City Council Finance Working Group**

Submitted by Councilmember Jenni Pompei

The City Council should establish a Finance Working Group to strengthen fiscal oversight, improve long-term financial understanding, and provide timely information and recommendations to the full City Council regarding financial matters affecting the City of Greenbelt.

The Working Group would not serve as a decision-making body or a separate budget committee. Rather, it would function as an advisory group that studies financial issues in greater depth, reviews relevant financial information, develops recommendations, and reports its findings to the full Council for consideration.

By providing ongoing financial oversight throughout the year, the Working Group can help ensure that the Council is proactive in understanding financial conditions, identifying challenges, and evaluating policy choices—particularly during periods of fiscal constraint when difficult decisions may be required.

### **Composition**

- The Finance Working Group shall consist of three or fewer members of the City Council, appointed by the City Council.
- The City Manager, Director of Finance, and other appropriate staff shall serve as resources to the Working Group.

### **Meeting Schedule**

- The Finance Working Group shall generally meet once each month to review the City's financial condition, monitor revenues and expenditures, assess financial risks, and consider other financial matters affecting the City.
- During the annual budget development period, the Working Group may meet more frequently, as needed, to review financial information, discuss emerging issues, and provide recommendations to the full City Council.
- The Working Group shall not have a role in drafting the City's budget or in exercising authority beyond that of individual Council members. All budget development, deliberation, amendment, and approval responsibilities shall remain with the full City Council.
- Meetings may be suspended or adjusted during periods when there are no significant financial matters requiring review.
- Additional meetings may be scheduled as necessary to address emerging financial issues, significant fiscal challenges, major capital projects, or other time-sensitive matters.

## **Responsibilities**

The Finance Working Group shall:

### **1. Assess Financial Risks**

- Review the City's overall fiscal condition and long-term financial outlook.
- Identify emerging financial risks, including economic trends, inflation, debt obligations, pension and benefit liabilities, and changes in state or federal funding.
- Evaluate the potential long-term financial implications of significant policy proposals.

### **2. Review Revenues**

- Monitor the performance of City revenues throughout the fiscal year.
- Evaluate existing tax rates, user fees, and other revenue sources.
- Consider opportunities to diversify or strengthen revenues while maintaining affordability and alignment with City priorities.

### **3. Review Capital Projects**

- Examine proposed capital improvement projects and financing considerations.
- Evaluate project priorities, funding sources, debt capacity, and long-term operating and maintenance implications.
- Provide information and recommendations to the full Council when capital decisions require policy consideration.

### **4. Monitor Budget Performance**

- Receive periodic reports regarding revenues, expenditures, and overall budget performance.
- Identify emerging budget trends, challenges, or areas requiring additional Council attention.
- Recommend questions, considerations, or policy options for the full Council's review.

### **5. Promote Transparency**

- Help improve understanding of the City's financial condition, budget priorities, and long-term fiscal outlook.
- Encourage clear and accessible communication regarding significant financial issues under consideration by the Council.

- Support transparency by reporting the Working Group’s analyses and recommendations to the full Council.

## **6. Report and Advise the Full Council**

The Working Group shall serve as a fiscal advisory resource for the full City Council.

The Working Group shall:

- Regularly report its findings and recommendations to the full Council.
- Highlight emerging financial issues requiring Council attention.
- Facilitate Council discussion regarding fiscal priorities and policy considerations.
- Provide information and recommendations regarding financial matters that may inform Council deliberations and decisions.

## **Pilot Program**

The Finance Working Group should be established on a pilot basis for one fiscal year. At the conclusion of the budget cycle, the Council should evaluate the Working Group’s effectiveness in improving financial oversight, communication, and strategic planning.

Based on that evaluation, the Council may choose to continue, modify, or discontinue the Working Group.

## **Guiding Principles**

The Finance Working Group is intended to supplement—not replace—the authority of the full City Council. It shall not direct staff, negotiate on behalf of the Council, or exercise decision-making authority.

All budget approvals, appropriations, tax decisions, capital funding decisions, and other financial actions shall remain the responsibility of the full City Council.

By dedicating a small working group of Council members to ongoing fiscal review and analysis, the City of Greenbelt can strengthen financial governance, improve communication, and support more informed Council decision-making.

## **Proposal to Establish a City Council Legislative Working Group**

Submitted by Councilmember Jenni Pompei

The City Council Legislative Working Group is established to monitor state and county legislative activity affecting the City of Greenbelt and to provide timely information and recommendations to the full City Council.

The Working Group serves as an advisory body and does not exercise decision-making authority on behalf of the Council. Its purpose is to facilitate communication between the City's legislative consultant, staff, and the Council so that legislative issues can be reviewed efficiently and brought before the full Council with sufficient time for discussion and action.

### **Composition**

- The Legislative Working Group shall consist of three or fewer members of the City Council, appointed by the City Council.
- The City's legislative consultant and appropriate staff shall serve as resources to the Working Group.

### **Meeting Schedule**

- The Legislative Working Group shall generally meet for one 30-minute meeting each week during the Maryland General Assembly legislative session to receive updates from the City's legislative consultant and discuss legislative matters affecting the City.
- Outside of the Maryland General Assembly session, the Working Group shall generally meet every other week to monitor county and other legislative issues of importance to the City.
- Meetings may be suspended or adjusted during recesses, holidays, or other scheduled breaks of the Maryland General Assembly, the Prince George's County Council, or the Greenbelt City Council, as appropriate.
- Additional meetings may be scheduled as necessary to address time-sensitive legislative matters requiring prompt consideration by the full City Council.

### **Responsibilities**

The Legislative Working Group shall:

- Receive regular briefings from the City's legislative consultant regarding proposed state and county legislation affecting the City of Greenbelt.
- Monitor the progress of legislation and identify issues that may require Council attention.

- Evaluate the potential impacts of proposed legislation on City operations, finances, governance, and residents.
- Report legislative developments, analyses, and recommendations to the full City Council.
- Recommend whether the City should support, oppose, or seek amendments to proposed legislation.
- Recommend appropriate advocacy strategies, including submitting letters, preparing written testimony, providing oral testimony, participating in meetings with legislators, or pursuing other legislative actions authorized by the full City Council.
- Coordinate with the City Manager, City Attorney, and other staff, as appropriate, to ensure legislative recommendations are supported by accurate information and reflect the City's adopted policies and priorities.

### **Guiding Principles**

The Legislative Working Group is intended to improve the City's responsiveness to legislative issues by providing timely analysis and recommendations to the full City Council.

The Working Group serves as a resource for the Council, enabling members to remain informed of legislative developments and consider advocacy opportunities before legislative deadlines.

The Working Group shall not establish legislative positions or direct advocacy efforts on behalf of the City. All official legislative positions, testimony, correspondence, and advocacy actions shall remain subject to the direction and approval of the full City Council.

## **Tenant Advisory Board**

### Purpose

The purpose of the Tenant Advisory Board is to provide advice, recommendations, and other needed advisory services to the City Council on matters affecting tenants and rental housing within the City of Greenbelt.

The Tenant Advisory Board shall serve as a forum for tenant concerns, ideas, and perspectives and shall assist the City Council in understanding issues related to rental housing conditions, affordability, stability, tenant-landlord communication, and the overall quality of life of residents who are renters.

### Responsibilities

The Tenant Advisory Board shall:

- Advise the City Council on matters related to tenant issues, rental housing policies, and programs affecting Greenbelt residents.
- Provide recommendations regarding initiatives, ordinances, programs, and community resources designed to improve rental housing conditions and tenant experiences.
- Serve as a liaison between the City and Greenbelt's tenant community by encouraging communication, outreach, and civic participation.
- Identify and discuss issues affecting tenants, including housing maintenance, affordability, accessibility, safety, displacement concerns, and access to information and services.
- Review and provide input on housing-related matters referred to the Board by the City Council.
- Promote awareness of tenant rights, responsibilities, and available community resources through education and outreach efforts.
- Encourage constructive dialogue and collaboration among tenants, property owners, property managers, community organizations, and the City.
- Prepare reports, recommendations, and other advisory materials for consideration by the City Council.
- 

### Advisory Role

The Tenant Advisory Board shall serve solely in an advisory capacity. The Board shall not have regulatory, enforcement, or administrative authority. Recommendations and opinions expressed by the Board shall be provided to assist the City Council in its consideration of matters affecting tenants and rental housing.

### Membership and Operations

The Tenant Advisory Board shall consist of seven (7) members appointed by the City Council in accordance with City procedures for advisory boards and committees.

All members shall be tenants who currently rent a legally licensed apartment, dwelling unit, or room within the City of Greenbelt, and who occupy such housing as their primary residence.

Members shall serve one (1) year terms. Members may be reappointed at the discretion of the City Council in accordance with City policy governing advisory boards and committees.

Members shall serve as community volunteers and shall conduct their work in accordance with applicable City policies, including requirements for respectful participation, open meetings, attendance expectations, and ethical conduct. Members may be removed or replaced in accordance with City procedures for advisory boards and committees.

The Board shall strive to represent the diversity of Greenbelt's tenant community and shall seek input from residents throughout the City.

A majority of appointed members shall constitute a quorum for the conduct of business.

#### Guiding Principles

In carrying out its responsibilities, the Tenant Advisory Board shall:

- Encourage inclusive participation and representation.
- Promote respectful discussion and collaboration.
- Consider the interests and perspectives of all members of the community.
- Provide thoughtful, practical recommendations to support the City's housing goals.



## City Council Meetings & Work Sessions August – October

|                                                                     |      |       |                               |
|---------------------------------------------------------------------|------|-------|-------------------------------|
| Regular Meeting                                                     | Mon. | 08/10 | 7:30 pm                       |
| Special Meeting/Closed Session – Personnel and Legal Matters        | Mon. | 08/10 | Following the Regular Meeting |
| Work Session – Administrative Session/ Legislative Priorities       | Wed. | 08/12 | 7:30 pm                       |
| Special Meeting/Closed Session – Personnel Matters – CM Evaluation  | Wed. | 08/12 | Following the Work Session    |
| No Meeting - Council Summer Recess                                  | Mon. | 08/17 |                               |
| No Meeting - Council Summer Recess                                  | Wed. | 08/19 |                               |
| No Meeting - Council Summer Recess                                  | Mon. | 08/24 |                               |
| No Meeting - Council Summer Recess                                  | Wed. | 08/26 |                               |
| Work Session – Greenbelt Homes Inc.                                 | Mon. | 08/31 | 7:30 pm                       |
| No Meeting (Advisory Board/Committee Meetings)                      | Wed. | 09/02 |                               |
| No Meeting – Labor Day                                              | Mon. | 09/07 |                               |
| Work Session – Diversity, Equity and Inclusion (DEI) Discussion     | Wed. | 09/09 | 7:30 pm                       |
| Regular Meeting – Public Hearing (Annexation)                       | Mon. | 09/14 | 7:30 pm                       |
| No Meeting (Advisory Board/Committee Meetings)                      | Wed. | 09/16 |                               |
| No Meeting – Yom Kippur                                             | Mon. | 09/21 |                               |
| Work Session – Board of Elections Council Referral Follow-up Review | Wed. | 09/23 | 7:30 pm                       |
| Regular Meeting                                                     | Mon. | 09/28 | 7:30 pm                       |
| Work Session – Community Relations Advisory Board (CRAB)            | Wed. | 09/30 | 7:30 pm                       |
| Work Session – Economic Development Strategy Discussion             | Mon. | 10/05 | 7:30 pm                       |
| No Meeting (Advisory Board/Committee Meeting)                       | Wed. | 10/07 |                               |
| Regular Meeting                                                     | Mon. | 10/12 | 7:30 pm                       |
| No Meeting (Advisory Board/Committee Meeting)                       | Wed. | 10/14 |                               |
| Work Session – TBD                                                  | Mon. | 10/19 | 7:30 pm                       |
| No Meeting (Advisory Board/Committee Meeting)                       | Wed. | 10/21 |                               |
| Regular Meeting                                                     | Mon. | 10/26 | 7:30 pm                       |
| Work Session – TBD                                                  | Wed. | 10/28 | 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](mailto: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](http://www.greenbeltmd.gov) on the meeting calendar.*

Bonita Anderson, City Clerk

Ready to be scheduled:

County Council At-Large Member &  
County Executive Aisha Braveboy  
Greenbelt Road Corridor  
BARC  
Greenbelt National Park  
WMATA (Real Estate) - combine w/VIA  
Transportation  
Pre-Budget Planning and Process  
Overview (11-16-26)  
Green Ridge House Council Meet & Greet  
County Councilmember Tim Adams &  
County Councilmember Jolene Ivey  
(Reschedule)  
Policy Discussion: Naming Memorials and  
City Facilities  
State Highway Administration  
HOA/COA Greenbelt East

For later scheduling:

Arts & Entertainment District  
Bernard Penney (*Memorial Donation in honor  
of Leonie Penney*)  
City Manager Updates (Jan, Pre-budget;  
July & Sept/Oct)  
GHI/Prince George's County (Stormwater  
issues)  
MARC Train Service/ MDOT  
Northway Fields Master Plan  
Parkway Apartment Owners/GHI (*parking*)  
Potential Bond Referendum/Capital Financing  
Quantum Properties (Beltway Plaza)  
Zoning Enforcement

| <b>Annual</b>                                                                        |       |       |       |       |  |  |  |  |  |  |  |  | <b>Follow-Up<br/>Letter Sent</b> |
|--------------------------------------------------------------------------------------|-------|-------|-------|-------|--|--|--|--|--|--|--|--|----------------------------------|
| Advisory Group Chairs                                                                | 7/22  | 7/23  | 8/24  | 6/25  |  |  |  |  |  |  |  |  |                                  |
| Franklin Park at Greenbelt Station Mgmt.                                             | 12/21 | 12/22 | 2/24  |       |  |  |  |  |  |  |  |  | 3/21/24                          |
| Greenbelt Center HOAs                                                                | 3/23  | 5/24  |       |       |  |  |  |  |  |  |  |  |                                  |
| Greenbelt East HOAs and COAs/Greenbelt East Advisory Coalition                       | 4/22  | 6/23  |       |       |  |  |  |  |  |  |  |  |                                  |
| Greenbelt Homes, Inc.                                                                | 8/22  | 8/23  | 9/24  | 10/25 |  |  |  |  |  |  |  |  |                                  |
| Greenbelt Station HOA/Verde Apts.                                                    | 8/22  | 8/23  |       |       |  |  |  |  |  |  |  |  |                                  |
| Motiva                                                                               |       |       |       |       |  |  |  |  |  |  |  |  |                                  |
| School Board Member                                                                  | 9/21  | 2/23  | 8/23  | 9/24  |  |  |  |  |  |  |  |  |                                  |
| State Highway Administration                                                         | 11/20 | 11/22 | 12/23 | 4/25  |  |  |  |  |  |  |  |  | 4/25/25<br>6/29/26               |
| <b>Biennial</b>                                                                      |       |       |       |       |  |  |  |  |  |  |  |  |                                  |
| Beltsville Ag. Research Center                                                       | 8/18  | 11/22 | 11/23 |       |  |  |  |  |  |  |  |  |                                  |
| Beltway Plaza                                                                        | 9/22  | 9/24  |       |       |  |  |  |  |  |  |  |  |                                  |
| NASA/GSFC                                                                            | 3/22  | 4/23  |       |       |  |  |  |  |  |  |  |  |                                  |
| Greenbelt Business Alliance                                                          | 10/22 |       |       |       |  |  |  |  |  |  |  |  |                                  |
| Greenbelt Park NPS                                                                   | 1/22  | 3/23  |       |       |  |  |  |  |  |  |  |  |                                  |
| Greenway Shopping Center                                                             | 12/20 | 2/23  |       |       |  |  |  |  |  |  |  |  |                                  |
| Religious/Spiritual Organizations                                                    | 6/22  | 2/24  |       |       |  |  |  |  |  |  |  |  |                                  |
| <b>Twice a Year</b>                                                                  |       |       |       |       |  |  |  |  |  |  |  |  |                                  |
| County Council Person and At Large Members                                           | 5/23  | 3/24  |       |       |  |  |  |  |  |  |  |  | 3/19/24                          |
| <b>Meetings as Needed</b>                                                            |       |       |       |       |  |  |  |  |  |  |  |  |                                  |
| Apartments                                                                           | 4/21  |       |       |       |  |  |  |  |  |  |  |  |                                  |
| Comcast/Verizon                                                                      | 3/21  |       |       |       |  |  |  |  |  |  |  |  |                                  |
| Greenbelt Office Parks                                                               |       |       |       |       |  |  |  |  |  |  |  |  |                                  |
| Greenbelt Watershed Groups                                                           | 10/19 |       |       |       |  |  |  |  |  |  |  |  |                                  |
| Hotels                                                                               | 8/23  |       |       |       |  |  |  |  |  |  |  |  |                                  |
| PEPCO                                                                                | 2/22  | 9/23  |       |       |  |  |  |  |  |  |  |  |                                  |
| WSSC                                                                                 | 2/22  | 6/23  | 10/23 | 5/24  |  |  |  |  |  |  |  |  |                                  |
| Washington Gas                                                                       | 8/23  |       |       |       |  |  |  |  |  |  |  |  |                                  |
| 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  |       |       |       |  |  |  |  |  |  |  |  |                                  |
| <b>Newly Elected/Appointed Officials (Presentation of a Council Regular Meeting)</b> |       |       |       |       |  |  |  |  |  |  |  |  |                                  |
| County Executive                                                                     |       |       |       |       |  |  |  |  |  |  |  |  |                                  |

|                  |      |      |  |  |  |  |  |  |  |  |  |         |
|------------------|------|------|--|--|--|--|--|--|--|--|--|---------|
| School Board CEO | 1/24 | 2/25 |  |  |  |  |  |  |  |  |  | 1/16/26 |
| State's Attorney | 1/23 | 5/26 |  |  |  |  |  |  |  |  |  |         |

## OFFICIAL NOTICE

In accordance with Section 3-305(b)(1) and (7) of the General Provisions Article of the *Annotated Code of the Public General Laws of Maryland*, a closed session of the Greenbelt City Council will be held on Monday, August 10, 2026, immediately following the Regular Meeting, in Council Chambers of the Municipal Building and virtually via Zoom: 1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals; and 2) to consult with counsel to obtain legal advice on a legal matter.

The purpose of this meeting is 1) to address personnel matters over which this public body has jurisdiction; and 2) to consult with counsel to obtain legal advice on a legal matter.

*\* The public may attend the Special Meeting of the City Council prior to the closed session and observe the vote of the Council to move into the closed session on Monday, August 10, 2026.*

Bonita Anderson  
City Clerk