

CITY COUNCIL AGENDA

1. Call To Order

2. Roll Call

3. Meditation And Pledge Of Allegiance To The Flag

4. Consent Agenda - Approval Of Staff Recommendations

*(Items on the Consent Agenda [marked by *] will be approved as recommended by staff, subject to removal from the Consent Agenda by Council.)*

5. Approval Of Agenda And Additions

6. Presentations

o. Memorial Day Poppy Presentation

The American Legion Post 136 will hold its commemoration of Memorial Day on May 29. Officers and members of the American Legion Auxiliary, will attend the meeting and make a presentation in honor of this annual remembrance of those who have died in combat while serving in the armed forces. (CM)

o. Peace Month Proclamation

Since 2009, June has been declared as Peace Month in Greenbelt. Alexander Barnes, Sr. will attend the meeting to receive the proclamation on behalf of the Prince George's Peace and Justice Coalition. (CM)

Documents:

[PEACE MONTH PROCLAMATION.PDF](#)

o. Police Officers Proclamation

The week of May 15-21 was National Police Week, which included Peace Officers Memorial Day. Mayor Jordan will read a proclamation in honor of all police officers. Acting Captain Gordon Pracht will accept the proclamation on behalf of the Police Department. (CM)

Documents:

[POLICE OFFICERS PROCLAMATION.PDF](#)

7. Public Hearings

o. FY 2018 Proposed Budget

On March 29, 2016, the City Manager presented a proposed budget for Fiscal Year 2018 to the City Council. Since then, Council has held eight work sessions to review the budget.

The budget is scheduled to be adopted at the regular City Council meeting on June 5. The City Code requires that a public hearing be held on the budget prior to its adoption. Tonight's public hearing is the second of two that were scheduled, the first having been held on April 24. (CM)

It is recommended that the regular meeting be recessed for the purpose of conducting public hearings on the FY 2018 proposed budget and the Constant Yield Tax Rate. (No motion is required to begin or end the public hearing.) (CM)

Documents:

[FY 2018 PROPOSED BUDGET.PDF](#)

o. Constant Yield Tax Rate

A public hearing must be held in accordance with the State of Maryland's Constant Yield Tax Rate requirements. The required notice was published in the May 11, 2017, *Greenbelt News Review*, a copy of which is included in Council's packet.

Note: At the end of this hearing, to comply with state law, it must be announced that the City's property tax rate will be set when the FY 2018 budget is adopted at the City Council meeting on June 5, 2017, at 8:00 p.m. in the Council Room of the Municipal Building. (CM)

Documents:

[CONSTANT YIELD TAX RATE.PDF](#)

o. Voting Age For City Elections – Lowering The Voting Age To Allow For 16 And 17 Year Olds To Vote

Council held a work session with the Youth Advisory Committee (YAC) on November 2, 2016, to discuss YAC Report #2015-1 which recommends that the City lower the voting age for municipal elections to allow for 16 and 17 year olds to vote in the elections. At its meeting on November 28, 2016, Council referred the YAC Report #2015 to the Community Relations Advisory Board (CRAB) and Advisory Committee on Education (ACE) for consideration and, once the reports were received, a hearing be scheduled as part of a regular meeting to obtain public comment.

Reports from CRAB and ACE have been received and both advisory groups recommend the voting age be lowered. The hearing tonight has been scheduled to obtain public comment. (CM)

8. Petitions And Requests

(Petitions received at the meeting will not be acted upon by the City Council at this meeting unless Council waives its Standing Rules)

o. Petition Jeff Harrison

Petition to request that the City promulgate an ordinance to reconcile the City's detainer policies with the policies and procedures of the County Department of Corrections: Included in Council's packet is a petition from Jeff Harrison on behalf of a group Peoplepower.org and other Greenbelt Residents. (DEM)

Documents:

[PETITION FROM JEFF HARRISON.PDF](#)

9. Minutes Of Council Meetings

o. Statement For The Record - Executive Session Of May 9, 2017

The following motion is needed:

In accordance with the General Provisions Article, Section 3-306(c)(2) of the Annotated Code of Public General Laws of Maryland, I move that the minutes of tonight's meeting reflect that Council met in executive session on Tuesday, May 9, 2017, at 7:45 p.m. in the Library of the Municipal Building. Council held this closed meeting in accordance with the General Provisions Article, §3-305(b)(1) of the Annotated Code of Public General Laws of Maryland, to consider a personnel matter (evaluation of City Manager).

Vote to close session:

	Yes	No	Abstain	Absent
Ms. Davis	X			
Mr. Herling				X
Ms. Mach	X			
Ms. Pope	X			
Mr. Putens	X			
Mr. Roberts	X			
Mayor Jordan	X			

The following staff member was in attendance: None.

Other individuals in attendance: None.

Council took no actions during this session. (CM)

Documents:

[STATEMENT FOR THE RECORD - EXECUTIVE SESSION OF MAY 9, 2017.PDF](#)

- o. * Work Session, March 29, 2017

Documents:

[WS032917.PDF](#)

- o. * Interview, April 24, 2017

Documents:

[INT170424.PDF](#)

- o. * Regular Meeting, May 8, 2017

Documents:

[RM170508.PDF](#)

- o. * Work Session, May 10, 2017

Documents:

[WS170510.PDF](#)

- o. * Work Session, May 15, 2017

Documents:

[WS170515.PDF](#)

10. Administrative Reports

11. *Committee Reports

- o. Community Relations Advisory Board, Report #2017-01
It is recommended Council accept this report and consider it later on the agenda.

Documents:

[COMMUNITY RELATIONS ADVISORY BOARD, REPORT 2017-01.PDF](#)

- o. Forest Preserve Advisory Board, Report #2017-01:
It is recommended Council accept this report and schedule a work session with the consultant.

Documents:

[FOREST PRESERVE ADVISORY BOARD, REPORT 2017-01.PDF](#)

12. Voting Age For City Elections – Lowering The Voting Age To Allow For 16 And 17 Year Olds To Vote

Reference: YAC Report #2015-1
ACE Report #2017-3
CRAB Report #2017-1
YAC Survey
2015 Election Questionnaire Results

Council held a work session with the Youth Advisory Committee (YAC) on November 2, 2016, to discuss YAC Report #2015-1 which recommends that the City lower the voting age for municipal elections to allow for 16 and 17 year olds to vote in the elections. At its meeting on November 28, 2016, Council referred the YAC Report #2015 to the Community Relations Advisory Board (CRAB) and Advisory Committee on Education (ACE) for consideration and, once the reports were received, a hearing be scheduled as part of a regular meeting to obtain public comment.

Reports from CRAB and ACE have been received and both advisory groups recommend the voting age be lowered. A public hearing was held earlier this evening.

Documents:

[YAC REPORT 2015-1.PDF](#)
[ACE REPORT 2017-3.PDF](#)
[CRAB REPORT 2017-1.PDF](#)
[YAC SURVEY.PDF](#)
[2015 ELECTION QUESTIONNAIRE RESULTS.PDF](#)

13. Approval Of Speed Camera Contract

Reference: Memorandum, Lt. Gordon Pracht, 5/15/17
Draft Agreement
Memorandum, Calvert County Purchasing Office, 2/21/17
List of Speed Cameras

The City's contract with our current speed camera vendor, Brekford Corporation, expired on April 30, 2017. The contract was extended for one month until May 31, 2017. Brekford is willing to allow the City to piggyback on a Calvert County Contract that was awarded following a competitive RFP process and executed on March 8, 2016.

The new contract rate is a flat fee of \$3,100 per month per speed camera. The City currently has seven cameras so the total fee will be \$260,400 per year. The City's total revenue from speed cameras in FY 2017 is estimated at \$400,000. This fee structure (per unit instead of per ticket) and the other contract provisions are compliant with the Speed Monitoring Enforcement Systems Reform Act of 2014. The contract includes a provision that if a particular camera generates less than \$3,100 per month, Brekford will accept the lower amount as payment.

The fees in the new three year contract are \$33,600 per year lower than our current contract. The City sought proposals from two other firms. One did not respond and the other quoted a higher per unit fee. College Park recently awarded a contract to a different vendor and the per unit fee was significantly higher.

Brekford has contracts with other Maryland jurisdictions including: Capitol Heights, Cheverly, Denton, Hagerstown, Landover Hills, Laurel and Salisbury. Brekford is on the City's Negotiated Purchase list (Resolution 2044).

It is recommended that Council approve the Agreement with Brekford Corporation. Gordon Pracht, Police Lieutenant, will be available to answer any questions. (DEM)

Documents:

[MEMORANDUM, LT. GORDON PRACHT, 5-15-17.PDF](#)
[DRAFT AGREEMENT.PDF](#)
[EXHIBIT A.PDF](#)
[EXHIBIT B.PDF](#)
[MEMORANDUM, CALVERT COUNTY PURCHASING OFFICE, 2-21-17.PDF](#)
[LIST OF SPEED CAMERAS.PDF](#)

14. Final Design Concept Approval – Buddy Attick Park Parking Lot

Reference: PRAB Report #2016-5
Design Plans, 3/7/17
Civil Engineering Plans, 3/9/17

In 2015, the city received \$187,700 in grant funding through the Cheapeake Bay Trust's Prince George's County Stormwater Stewardship Grant Program to incorporate Low Impact Development (LID) practices within the Buddy Attick Park parking lot redesign project. Bradley Site Design in partnership with Greening Urban Inc., was awarded the design contract for the project and developed several draft concept designs. Council reviewed the draft design plans at a worksession held April 20, 2016 and provided direction on the preferred design plan and specific elements incorporated therein.

A follow up work session was held August 1, 2016 to review updated plans. The revised plans reflected comments from Council, the Greenbelt Advisory Committee on Environmental Sustainability, the Advisory Planning Board, the Park and Recreation Advisory Board, and staff comments from the Planning, Recreation and Public Works departments. At this worksession, staff informed Council that the preliminary cost estimates for the design plan exceeded available funding. Staff recommended Council

consider further redesign to lower costs and allocation of additional funding. Council indicated general support of the project design and requested staff and Bradley Site Design work to lower the cost of the project and further refine the design details.

The current design plans keep the overall site design and stormwater management strategy previously reviewed by Council. While still of sufficient size to treat storm water runoff, the bioretention areas were reduced. In addition, island medians and landscaping schemes were simplified. With these changes, it is believed the project can be completed utilizing the remaining grant funds and additional funds budgeted for FY 2018.

It is recommended Council approve the presented design for the Buddy Attick Parking Lot and direct staff to proceed with acquiring permits and advertising the project for construction. (JB)

Documents:

[PRAB REPORT 2016-5.PDF](#)
[DESIGN PLANS, 3-7-17.PDF](#)
[CIVIL ENGINEERING PLANS, 3-9-17.PDF](#)

15. Award Agreement – Gateway Signage Grant

Reference: Community Legacy Grant Agreement
Map of Proposed Sign Locations
Design drawings of Three Sign Types

The City has been awarded a Community Legacy grant for \$50,000 for the Gateway Welcome Sign Project. Under the grant agreement, the City is required to contribute an additional \$37,960 with \$30,000 being a cash contribution and the remaining balance being an in-kind contribution. The City has already contributed \$9,500 towards the design of the signs, and anticipates spending an additional \$2,000 this fiscal year towards design services. The Proposed FY 2018 budget has \$17,500 allocated for this project bringing the City's total cash contribution budgeted to \$29,000.

Since the grant funds awarded to the City is far less than the amount requested and needed to install all proposed signs, staff foresees the need to implement the construction phase of the project in multiple phases. The grant agreement requires the City install a minimum of four signs. Based on preliminary cost estimates, FY 2018 funding should cover the construction of the gateway sign on Southway and three pole mounted signs. Staff is recommending completion of the Southway sign in phase I given the current condition of the existing sign, however, Council direction is sought on what it would like to see completed in Phase I.

Staff recommends City Council approve the grant agreement, and instruct staff to proceed with project implementation per Council's direction. Terri Hruby will be present to present sign designs and proposed sign locations. (TH)

Documents:

[COMMUNITY LEGACY GRANT AGREEMENT.PDF](#)
[MAP OF PROPOSED SIGN LOCATIONS.PDF](#)
[DESIGN DRAWINGS OF THREE SIGN TYPES.PDF](#)

16. Memorandum Of Understanding – Greenbelt Station Parkway Bridge Over Branchville Road

Reference: Memorandum, Jessica Bellah, 7/27/15
Minutes, Work Session, August 3, 2015
Proposed Memorandum of Understanding, Greenbelt Station

Parkway

Bridge over Branchville Road

The Greenbelt Station South Core Bridge spans Branchville Road providing access to the Greenbelt Station South Core development from Greenbelt Road (MD 193). Greenbelt Station Parkway was platted as a public road and the bridge received construction permits from the County and the City in 2007. In 2015, staff became aware that no public entity had accepted the dedication of a 120 ft. section of the roadway connecting MD 193 to the southern end of the bridge.

Council was briefed on this issue at its August 3, 2015 work session. Council concurred with staff's recommendation that the City agree to maintain this 120 ft. section of roadway as an extension of Greenbelt Station Parkway (a public road previously dedicated to the City). Since this section of roadway is within the jurisdictional boundaries of the Town of Berwyn Heights but not part of their road network, Berwyn Heights would be included in any agreement made between the City, the County, and the Greenbelt Station site developers. Council directed staff to develop a Memorandum of Understanding between all parties outlining all maintenance issues and responsible parties.

The presented Memorandum of Understanding is a result of negotiations between the Prince Georges County Department of Permitting, Inspections and Enforcement and Department of Public Works and Transportation, Greenbelt Department of Planning and Community Development, and Greenbelt Station South Core site development team. The Town of Berwyn Heights and Greenbelt Station Master Association, Inc. are also signatories to the agreement. The language of the agreement has been reviewed and agreed upon by the County's Office of Law, the Town of Berwyn Height's legal advisor and the City of Greenbelt's legal advisor.

It is recommended Council approve the Memorandum of Understanding as presented. (JB)

Documents:

[MEMORANDUM, JESSICA BELLAH, 7-27-15.PDF](#)
[MINUTES, WORK SESSION, AUGUST 3, 2015.PDF](#)
[PROPOSED MEMORANDUM OF UNDERSTANDING, GREENBELT STATION PARKWAY BRIDGE OVER BRANCHVILLE ROAD.PDF](#)

17. Bikeways Grant Application – Feasibility Study And Design Plans For Hanover Parkway Bike Facilities

Reference: Memorandum, Jessica Bellah, Draft License Agreement

Development and implementation of minor bicycle improvements on Hanover Parkway (north of Greenbelt Road) are included in the FY 2018 work program for utilization of Pedestrian/Bicycle Master Plan funds. Staff is recommended the City apply for a Bikeways grant to undertake a comprehensive feasibility study and design plan for bike facilities on Hanover Parkway. Staff proposes \$10,000 of proposed capital funds be used as a match for the grant project.

Jessica Bellah, community planner will be in attendance to answer any questions about the grant program and proposed project. The Bikeways grant application is due May 26, 2017.

Council direction is sought. (JB)

Documents:

[MEMORANDUM, JESSICA BELLAH, DRAFT LICENSE AGREEMENT.PDF](#)

18. Council Activities

Council will report on activities and events recently attended. (If time allows.)

19. Council Reports

Council will report on meetings and conferences recently attended. (If time allows)

20. * Artist In Residence License Agreement

Reference: Draft License Agreement

The Greenbelt Community Center has a number of tenants with which the City holds License agreements as a condition of their use of space at the facility. The annual License Agreements the City holds with current participants in the Artist in Residence program located on the third floor of the facility are due for renewal on July 1, 2017.

Included in Council's packet is a copy of the License Agreement for review. The License Agreement was reviewed by the City Solicitor and a few minor adjustments were made but there are no substantive changes to the agreement. In accordance with the terms of the prior License Agreement, the rental fee has been increased by 1.2% based on the 2016 Consumer Price Index (CPI).

Approval of this item on the consent agenda will indicate Council's approval of the Artist in Residence License Agreement. (JM)

Documents:

[DRAFT LICENSE AGREEMENT.PDF](#)

21. * Reappointment To Advisory Group

Reference: Reappointment Survey

Rick Ransom has indicated his willingness to continue to serve on the Community Relations Advisory Board.

Approval of this item on the consent agenda will indicate Council's intent to appoint Mr. Ransom to a new term on CRAB. (CM)

22. * Appointment To Advisory Group

Reference: Applications

Council recently interviewed several applicants for advisory group vacancies.

Approval of this item on the consent agenda will indicate Council's intent to appoint Owen Kelly to the Forest Preserve Advisory Board and Clara Holland to the Youth Advisory Committee. (SLM)

23. * Removal From Advisory Group

Reference: Email

Approval of this item on the consent agenda will indicate Council's intent to remove Charlette Wilson from the Arts Advisory Board. (SLM)

24. MEETINGS

Reference: Chart, Stakeholder/Regular Meetings
Master Calendar

Work Session – Citizens Animal Response Team (CC)	Wed.	5/24	8:30 pm
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City Holiday – Memorial Day	Mon.	5/29	
Work Session – School Board Representative (CC)	Wed.	5/31	7:30 pm
Regular Meeting/Budget Adoption	Mon.	6/05	8:00 pm
Work Session – Friends of Greenbelt Theatre (CC)	Wed.	6/07	7:30 pm
Work Session – Housing Affordability Study (tentative)	Mon.	6/12	8:00 pm
Work Session – Revisions for Code Chapter 4 (CC)	Wed.	6/14	8:00 pm
Regular Meeting	Mon.	6/19	8:00 pm
Work Session – South Core Annexation Correction (tentative)(CC)	Wed.	6/21	8:00 pm
MML Conference	Sun.- Wed.	6/25 -28	
No Meeting	Mon.	7/03	
Work Session – Greenbelt Homes Inc. (tentative) (CC)	Wed.	7/05	8:00 pm
Regular Meeting	Mon.	7/10	8:00 pm
Work Session – GEAC (Hunting Ridge)	Thu.	7/13	7:30 pm
Work Session – Greenbelt Homes Inc. (tentative) (CC)	Mon.	7/17	8:00 pm