*WORK SESSION OF THE GREENBELT CITY COUNCIL held Monday, July 27 2015, for the purpose of a City Manager Update.*

*Mayor Jordan started the meeting at 8:10 p.m. The meeting was held in the Council Room of the Municipal Building.*

*PRESENT WERE: Councilmembers Judith F. Davis, Konrad E. Herling, Silke I. Pope, Edward V. J. Putens, Rodney M. Roberts and Mayor Emmett V. Jordan. Councilmember Leta M. Mach was out of state.*

*STAFF PRESENT WERE: Michael McLaughlin, City Manager, and Cindy Murray, City Clerk.*

*ALSO PRESENT WERE: Bill Orleans.*

*Preliminary End of the Year Financial Report*

*Mr. McLaughlin reviewed the FY 2015 report. He stated that revenues were expected to be $610,000 higher than the estimated in the FY 2016 Budget which was primarily caused by higher than estimated Speed Camera receipts ($368,000) and lower than expected Real Estate Abatements ($215,000). He stated expenditures are estimated at $412,000 lower than the Adopted Budget and were primarily due to lower salary costs from positions being vacant during the year and transition in the Police Department, and lower motor fuel costs.*

*Mr. McLaughlin said these situations will increase the City's Fund Balance by just over $1 million to approximately $4.1 million or 16.4%. He recommended Council plan on a work session after final numbers are available in September to discuss possible uses of a portion of the Fund Balance.*

*Capital Projects Update*

*Mr. McLaughlin provided an update on the following Capital Projects.*

*Greenbelt Theater Renovation – Complete.*
*Safe Routes to Schools – Complete.*
*Springhill Lake Recreation Center Renovation – Shingled roof and window replacement complete. Flat roof replacement, siding work and roof replacement at the clubhouse should be completed this summer.*
*Playground Improvements – Belle Point playground is open. Permanent access path still needs to be installed.*
*Community Center HVAC Study – Bid documents are being finalized.*
*Street Resurfacing – FY 15 projects (Hanover Parkway and Westway), base repair and concrete work are complete.*
*Smart Energy Communities Grant – Lighting upgrades at Aquatic and Youth Centers are complete. Notification has been received of an additional $80,000 award for Round II for lighting improvements at Police and Public Works.*
*Aquatic & Fitness Center Roof Replacement – Work will be completed this fall.*
*Greenbelt Lake Dam – Only one response received from the Invitation to Bid solicitation for Phase 1 (Lake Drain). Staff is considering next steps.*
*Buddy Attick Park Parking Lot Redesign – Requests for Proposals issued.*

*Ms. Pope asked why the Buddy Attick Park Parking Lot Redesign would be done prior to the Greenbelt Lake Dam project work (and use of heavy construction vehicles) being complete. Mr. McLaughlin explained this RFP was only for the redesign of the parking lot, not the actual work.*

*In response to a question from Mr. Roberts, Mr. McLaughlin said the Greenbelt Lake Dam Invitation to Bid had been advertised in the Washington Post and on eMaryland Marketplace.*

*Sustainability Framework Progress*

*Mr. McLaughlin provided an update on the Sustainability Framework Progress.*

*Mayor Jordan asked if volunteers could be used for the up-keep of rain-gardens throughout the City. Mr. McLaughlin will check with staff.*

*Mr. Roberts said he had been approached by several residents of Greenbelt Homes, Inc. who asked when the recycling rolling carts will be provided to GHI residents. Mr. McLaughlin said the recycling rolling cart program has been oriented towards single family homes because of space concerns for the larger bins for GHI homes. He said the program could be extended into GHI if the space issue could be worked out.*

*Ms. Davis said she had been approached by a resident who reported that Public Works crews had mowed over the pollinator garden near the community gardens by Hamilton Place. She requested Public Works crews be informed of the location of the pollinator gardens.*

*Organizational Assessment*

*Mr. McLaughlin provided an update on the Organizational Assessment noting the actions which have been taken thus far and the recommendations that are in the works.*

*There was discussion regarding the use of Performance Measurement metrics in place of work load indicators. Mr. McLaughlin explained that the right data needs to be determined as well as how the data can be captures.*

*FY2015 Management Objectives*

*Mr. McLaughlin reviewed the FY 2015 Management Objectives.*

*Under Administration, Ms. Davis expressed concern that some residents don't have the correct information/understanding of Council's plan to implement the recommendations of the economic development consultant's study.*

*Under Finance, Ms. Davis and Ms. Pope suggested new employees be required to go paperless for paychecks*

*Under Planning, Mr. McLaughlin said the plan for public improvements is being defined (on paper) for the South Core covenants.*

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*Under Animal Control, Ms. Pope requested a report on how "non-adoptable" animals are handled. Mr. Roberts commented on the large number of animal rescue groups that will work with animals considered not-adoptable. He also expressed concern that animals in the shelter are under considerable stress. Ms. Davis requested Council be provided with the list of partner groups which Animal Control works with. Council also requested a map of feral cat colonies in the City.*

*Under Police, Mr. Roberts asked if police officers are being trained in community policing. Mr. McLaughlin advised that Chief Craze has stated in the past that community policing is the basis of all policing in the community. He added that service to the community is communicated as a priority within the Department.*

*Under Public Works Administration, Mr. McLaughlin reported that a work session has been scheduled for August 12, 2015, with the Greenbelt Green Team regarding a proposal from Solar City for the installation of solar panels on the Public Works Building, Green Ridge House and in the City right-of-way at the end of Mandan Road. Mr. Roberts expressed concern about vandalism to ground mounted solar panels in the City right-of-way.*

*Under Aquatic & Fitness Center, Mr. McLaughlin advised that the target water and air temperatures are maintained nearly all the time. He said during extremely cold temperatures in the winter or extremely hot temperatures in the summer (when roof is retracted) there may be some variation in temperatures.*

*Council Action Requests (CAR) Report and Petitions and Requests Report*

*Council reviewed the Council Action Request (CAR) Report and the Petitions and Request Report.*

*Under CAR #8, Ms. Davis requested the Advisory Committee on Trees Report on preferred trees be shared with local homeowner associations.*

*Council Reports*

*Ms. Davis provided reports from the following meetings she had recently attended:*

1. *Maryland Municipal League Snap Session (Walking meetings, holding meetings in Parks, etc.)*
2. *National League of Cities Legislative Committee Meeting*
3. *Metropolitan Washington Council of Governments Climate, Energy and Environment Policy Committee meeting.*

*The meeting ended at 10:50 p.m.*

*Respectfully submitted,*

*Cindy Murray*
*City Clerk*

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