MAYOR AND COUNCIL

MEETING NO. 09-22
Monday, March 28, 2022 – 7:00 PM

AGENDA

Agenda item times are estimates only. Items may be considered at times other than those indicated.

Any person who requires assistance in order to attend a city meeting should call the ADA Coordinator at 240-314-8108.

Virtual Speakers

Virtual Speakers should follow the instructions in the Agenda Center at www.rockvillemd.gov/AgendaCenter as written on page 1 of the Agenda Packet.

In-Person Attendance

Community members attending in-person who wish to speak during Community Forum or a Public Hearing should sign up using the form at the entrance to the Mayor and Council Chamber. In-person speakers will be called upon in the order they are signed in and will speak following virtual speakers.

Viewing Mayor and Council Meetings

The Mayor and Council are conducting hybrid meetings. The meetings can be viewed on Rockville 11, Comcast and Verizon cable channel 11, and live-streamed at www.rockvillemd.gov/rockville11, and available a day after each meeting at www.rockvillemd.gov/videoondemand.

Participating in Community Forum & Public Hearings:

If you wish to submit comments in writing for Community Forum or Public Hearings:

• Please email the comments to mayorandcouncil@rockvillemd.gov no later than 10:00 am on the date of the meeting.
• All written comments will be acknowledged by the Mayor and Council at the meeting and added to the agenda for public viewing on the website.

If you wish to participate virtually in Community Forum or Public Hearings during the live Mayor and Council meeting:

1. Send your Name, Phone number, the Community Forum or Public Hearing Topic and Expected Method of Joining the Meeting (computer or phone) to mayorandcouncil@rockvillemd.gov no later than 10:00 am on the day of the meeting.
2. On the day of the meeting, you will receive a confirmation email with further details, and two Webex invitations: 1) Optional Webex Orientation Question and Answer Session and 2) Mayor & Council Meeting Invitation.

3. Plan to join the meeting no later than 6:40 pm (approximately 20 minutes before the actual meeting start time).

4. Read for [https://www.rockvillemd.gov/DocumentCenter/View/38725/Public-Meetings-on-Webex](https://www.rockvillemd.gov/DocumentCenter/View/38725/Public-Meetings-on-Webex) meeting tips and instructions on joining a Webex meeting (either by computer or phone).
   
   If joining by computer, **Conduct a WebEx test:** [https://www.webex.com/test-meeting.html](https://www.webex.com/test-meeting.html) prior to signing up to join the meeting to ensure your equipment will work as expected.

### Participating in Mayor and Council Drop-In

The next scheduled Drop-In sessions will be held by phone with Mayor Newton and Councilmember Myles on Monday, April 4 from 5:30-6:30 pm. **Please sign up by 10 am on the meeting day using the form at:** [https://www.rockvillemd.gov/formcenter/city-clerk-11/sign-up-for-dropin-meetings-227](https://www.rockvillemd.gov/formcenter/city-clerk-11/sign-up-for-dropin-meetings-227)
7:00 PM 1. **Convene**

2. **Pledge of Allegiance**

3. **Agenda Review**

7:05 PM 4. **City Manager's Report**

7:15 PM 5. **Proclamation**

   A. **Proclamation Declaring March 29, 2022, as National Vietnam Veterans Day (CM Myles)**

   B. **Proclamation Declaring April 4-10, 2022, as National Public Health Week (CM Feinberg)**

7:25 PM 6. **Recognition**

   A. **Recognition of Major Donors and Partners of the City of Rockville Holiday Drive 2021**

7:40 PM 7. **Presentation**

   A. **Presentation of Board of Appeals Annual Report**

8:00 PM 8. **Community Forum - In person speakers will follow virtual speakers**

Any member of the community may address the Mayor and Council for 3 minutes during Community Forum. Unless otherwise indicated, Community Forum is included on the agenda for every regular Mayor and Council meeting, generally between 7:00 and 7:30 pm. To sign up to speak virtually, call or email the City Clerk/Director of Council Operation's Office at 240-314-8280 or cityclerk@rockvillemd.gov by 10:00 am.
in advance. If you want to participate in person you may sign up to speak on the day of the meeting at the entrance of the Mayor and Council Chambers

8:20 PM  9. Consent

A. Approval of Contract Amendment #2 to Increase an Existing Rider Contract with RJN Group, Inc., of Baltimore, MD by $284,570 in Accordance with WSSC Contract #1153, Flow Monitoring Services.

B. Authorization for a State of Maryland Legislative Bond Initiative Grant Agreement for VisArts

C. Approval of Minutes

8:25 PM  10. Adoption of Resolution to Establish Education Commission

9:10 PM  11. Vacancy Report/Hiring Freeze Status

9:15 PM  12. Discussion on ARPA Funds


A. Action Report

10:30 PM  14. Review and Comment - Future Agendas

A. Future Agendas

10:45 PM  15. Old/New Business

11:00 PM  16. Adjournment

The Mayor and Council Rules and Procedures and Operating Guidelines establish procedures and practices for Mayor and Council meetings, including public hearing procedures. They are available at: http://www.rockvillemd.gov/mcguidelines.
Subject
Proclamation Declaring March 29, 2022 as National Vietnam Veterans Day

Recommendation
Staff recommends that Mayor and Council read and approve the proclamation.

Discussion
We commemorate those who fought in the Vietnam War on National Vietnam War Veterans Day, March 29. There’s no doubt that the Vietnam War was one of the most brutal. In fact, over three million people were killed during the 20 years it went on. It was known as the Second Indochina War to Americans, and considering its long fighting time and brutality, National Vietnam War Veterans Day was created to honor all the men and women who fought during its time.

The Vietnam War has a long history. It was one of the longest wars involving America. Starting in 1955, the war went on until 1975, making it the second-longest war, aside from the ongoing Afghanistan War. Over 2.7 million Americans served during this war in 1973. All combat and support units withdrew from Vietnam following the war, but it continued to have an impact on many of the families and people affected by the war.

National Vietnam War Veterans Day is acknowledged on March 29 every year, honoring anyone who served during its 20-year time. Since respect and combat support weren’t immediately given to those who served after the war ended because of the number of deaths, the day was founded in 2017 to finally offer that respect to everyone involved.

Understanding that it wasn’t the soldiers’ choice to go to war, U.S. Senators Pat Toomey, R-Pa., and Joe Donnelly, D-Ind., introduced the legislation proposing the anniversary of the withdrawal of military units from South Vietnam as the date. It was President Donald Trump who signed the Act on March 29, calling for U.S. flags to be flown on this day to honor everyone who served during this time, whether they were in Vietnam or not.

Every year since it was founded in 2017, this national day has continued to be recognized on March 29. Aside from honoring those who fought, four other parts of this day that are meant to be highlighted are the service of the Armed Forces and support organizations during the war; the wartime contributions at home; the advancements in technology, science, and medicine; and the contributions by American allies.
Mayor and Council History
This is the first time this item has been brought before the Mayor and Council.

Attachments
Attachment 5.A.a: Proclamation for Vietnam War Veterans Day - 2022 (PDF)

[Signature]
City Clerk/Director of Council Operations 3/23/2022
WHEREAS, the Vietnam War was one of the most brutal. Over three million people were killed during the 20 years it went on, and, National Vietnam War Veterans Day was created to honor all the men and women who fought during its time; and

WHEREAS, The Vietnam War had a long history. It was one of the longest wars involving America. Starting in 1955, the war went on until 1975; and

WHEREAS, understanding that it wasn’t the soldiers’ choice to go to war, U.S. Senators Pat Toomey, R-Pa., and Joe Donnelly, D-Ind., introduced the legislation proposing the anniversary of the withdrawal of military units from South Vietnam as the date; and

WHEREAS, National Vietnam War Veterans Day is acknowledged on March 29 every year, honoring anyone who served during its 20-year time, The day was founded in 2017 to finally offer that respect to everyone involved; since respect and combat support weren’t immediately given to those who served after the war ended because of the number of deaths; and

WHEREAS, we honor those who fought, all branches of the Armed Forces and support organizations during the war; the wartime contributions at home; the advancements in technology, science, and medicine; and the contributions by American allies.

NOW, THEREFORE, the Mayor and Council of Rockville do hereby proclaim March 29, 2022, as Vietnam War Veterans Day in the City of Rockville and encourage all Rockville community members to honor all war veterans and to thank them for their service.
Subject
Proclamation Declaring April 4-10, 2022 as National Public Health Week

Recommendation
Staff recommends that Mayor and Council read and approve the proclamation.

Discussion
During the first full week of April each year, American Public Health Association (APHA) brings together communities across the United States to observe National Public Health Week, as a time to recognize the contributions of public health and highlight issues that are important to improving our nation.

Public health promotes and protects the health of people and the communities where they live, learn, work and play.

While a doctor treats people who are sick, those working in public health try to prevent people from getting sick or injured. They also promote wellness by encouraging healthy behaviors.

From conducting scientific research to educating about health, people in the field of public health work to assure the conditions in which people can be healthy. That means vaccinating children and adults to prevent the spread of disease. Or educating people about the risks of alcohol and tobacco. Public health sets safety standards to protect workers and develops school nutrition programs to ensure kids have access to healthy food.

Public health works to track disease outbreaks, prevent injuries and shed light on why some of us are more likely to suffer from poor health than others. The many facets of public health include speaking out for laws that promote smoke-free indoor air and seatbelts, spreading the word about ways to stay healthy and giving science-based solutions to problems.

In the U.S., where we live, income, education, race, and access to health care mean as much as a 15-year difference in how long you will live. Equally shocking: studies show that even wealthy, highly educated Americans with access to quality care suffer a health disadvantage to peers in other high-income countries. That's why APHA created Generation Public Health.
For more information on APHA, please visit
https://www.apha.org/What-is-Public-Health/Generation-Public-Health

Mayor and Council History
This is the second year the Mayor and Council have recognized and proclaimed National Public Health Week.

Attachments
Attachment 5.B.a: Proclamation for National Public Health Week - 2022 (PDF)
WHEREAS, the week of April 4-10, 2022, is National Public Health Week, and the theme is “Public Health is Where You Are”; and

WHEREAS, since 1995, the American Public Health Association, through its sponsorship of National Public Health Week, has educated the public, policymakers, and public health professionals about issues important to improving the public’s health; and

WHEREAS, public health professionals help communities prevent, prepare for, withstand, and recover from the impact of a full range of health threats, including disease outbreaks such as the COVID-19 pandemic, measles, natural disasters, and disasters caused by human activity; and

WHEREAS, six in 10 U.S. adults have a chronic disease and four in 10 have two or more; and health risks such as alcoholism, obesity, and tobacco use are the primary reason for 7 of every 10 deaths annually in the United States; and

WHEREAS, the COVID-19 pandemic has illuminated and exacerbated racial inequities and a growing number of local, state governments and public health leaders have declared racism a public health crisis; and

WHEREAS, ninety percent of all intoxication deaths that occurred in Maryland in 2020 were opioid-related; and

WHEREAS, the COVID-19 pandemic and resulting stay-at-home orders to prevent further infections have trapped victims of intimate partner violence at home with their abusers; and

WHEREAS, themes planned for this year’s National Public Health Week activities include community collaboration and resilience, mental health and wellness, racial equity, rebuilding, and more.

NOW, THEREFORE, we the Mayor and Council, the virtue of the authority vested in us by the laws of the City of Rockville, Maryland do hereby proclaim the week of April 4-10, 2022, as National Public Health Week 2022 in Rockville and call upon the citizens of Rockville to observe this week by helping our families, friends, neighbors, co-workers, and leaders to better understand the value of public health and supporting great opportunities to adopt preventive lifestyle habits in light of this year’s theme, “Public Health is Where You Are.”

March 28, 2022
Subject
Recognition of Major Donors and Partners of the City of Rockville Holiday Drive 2021

Recommendation
Staff recommends that the Mayor and Council recognize the Holiday Drive's Distinguished Donors. Staff will send all donors a certificate of appreciation.

Discussion
Generous contributions from more than 260 individuals, businesses, and community organizations resulted in over $88,982 in monetary donations, including gift cards and books for the 2021 Rockville Holiday Drive. These contributions enabled the City to:

- Distribute grocery store gift cards to 454 Rockville households and 184 seniors for the Thanksgiving holiday.
- Distribute gift cards and books to 1,086 Rockville children in December; and
- Match 42 Rockville families, totaling 208 individuals, with sponsors who provided gifts tailored to each family's specific needs through the Family Sponsorship Program, a component of the Holiday Drive programming.

The ongoing health and safety concerns required staff, for a second year, to modify the distribution model and donation strategies. As such, volunteer labor was not an option this year. However, the community's generosity was displayed in other ways, including:

- The City's Department of Housing and Community Development, implementing department, was supported by volunteers from other City departments, including the Rockville City Police Department, Recreation and Parks, and Public Works Departments.
- In its second-year online platform, the Holiday Drive's online donation platform allows for donations to be readily accepted. This new donation portal, combined with a digital marketing strategy, resulted in an increase in donations compared to two years ago.
Through digital marketing, the Student Government Association at Julius West Middle School generated a collection of over 3,000 gently used and new books to give to children for the December Holiday.

Attachment A provides a list of all the Holiday Drive donors and partners who contributed $300 or greater in monetary donations. All donors will receive a certificate of appreciation. Individuals, businesses, and community organizations contributing $1,000 or greater will also receive a plaque.

**Mayor and Council History**

The City has coordinated the Holiday Drive for more than 45 years. The mayor and Council's custom has been to recognize the efforts and donations of partners and major donors at its Mayor and Council meeting.

**Next Steps**

Staff recommends that the Mayor and Council recognize to the Holiday Drive's Distinguished Donors.

**Attachments**

Attachment 6.A.a: Attachment A - 2021 Holiday Drive Donors Receiving Certificates and Plaques (DOCX)
2021 Holiday Drive Donors
Receiving Certificates and Plaques

Donors Receiving Certificates

Certificate Donors ($300+)

1. Audra Pettus
2. Beth Swibel
3. Burke Legal, L.L.C.
4. Caryl McNeilly and Robert Williamson
5. CAS & Associates
6. Charles Hausheer
7. Chris Kern and Pearl Chang
8. City of Rockville City Manager’s Office
9. City of Rockville Recreation and Parks
10. City of Rockville Police Department
11. Colette Anthony
12. David and Mikel Blair Family Foundation
13. Erica A Shingara
14. Esther M Walker
15. FBB Capital Partners
16. First Church of Christ, Scientist
17. Forrester Construction
18. Hande Apaydin
19. Howard and Joanne Lewis
20. Jackson Family
21. Lauren Lehman
22. Marika Brown
23. Melissa Walsh
24. Michelle Schwalbe
25. O’Donnell’s Market
26. Paula Tully
27. Regina McAndrew
28. Richard and Donna Duffield
29. Rockville Assembly of God
30. Rockville Church of Christ
31. Rockville Presbyterian Church
32. Rockville Real Estate Exchange
33. Rodney and Evonne Ludema
34. Russel Family Foundation  
35. Sabine Rieble- and Rene W. Aubourg  
36. ServPro of Rockville  
37. Susan Reinsch  
38. Suzanne Strauss  
39. Terry G Pinkston  
40. Thomas and Ann Staal  
41. Westat  

Distinguished Donors Receiving Plaques  

Major Donors ($1,000+)  
1. Carl Peterson  
2. Christ Church Episcopal Prince George's Parish  
3. Kaye A Craft  
4. Keary Cannon  
5. Mayor Bridget Donnell Newton and Mr. Frederick W. Newton  
6. Sandra Yerkes  
7. Nancy Taylor  
8. St. Mary's Catholic Church  
9. The David and Mikel Blair Family Foundation  
10. Woodmont Country Club  
11. Faith United Methodist Church  
12. Julius West Middle School Student Government Association  
13. Robert Frost Middle School  
14. Shady Grove Medical Center  
15. White Flint Children's House
Subject
Presentation of Board of Appeals Annual Report

Recommendation
Receive the Annual Report, and engage with Chair Alan Frankle and Board members, as desired.

Discussion
The Board of Appeals is delighted to present its Annual Report to the Mayor and Council. The Board’s Annual Report generally covers Fiscal Year 2021, and includes the items from the Board’s June 25, 2020 meeting agenda when the Board began meeting virtually, having occurred just prior to the beginning of FY21.

As a quasi-judicial board tasked with acting on variances, special exceptions and appeals of certain staff decisions, the Board conducts regular public hearings that allow for testimony from the staff, applicants, and any member of the public who wishes to testify. The Board is therefore very deliberate in its meeting procedures, and in most cases, renders a decision the evening of the hearing. The Board also allows for reconsideration of its decisions for good cause or if some irregularity has been noted in our proceedings. This allows applicants or members of the public the opportunity to request such reconsideration when there is merit, in their view.

The most significant accomplishment during this period was the pivot to virtual meetings, which allowed for the business of the Board to continue, and for applicants to receive decisions on their applications in a timely manner. We were very careful to ensure that each applicant understood that they were waiving their right to an in-person hearing by agreeing in writing, and all applicants elected to proceed with a virtual hearing. The Board also modified its Rules of Procedure to ensure that the virtual meeting procedures were promulgated, for the benefit of applicants and the public.

Accordingly, the Board was able to act on 13 variances and 1 special exception during this time period. We note that one of our decisions, which was a denial, was appealed to the Circuit Court, and the decision was upheld by the Court.
Looking to the future, the Board expects to continue its practice of conducting public hearings that are open to anyone who wishes to provide testimony, and of considering all application requests objectively, fairly, and based on the information, evidence, and testimony that is presented or available. The Board will ensure that all of its decisions are based on findings that the Board is charged to make as specified in the Zoning Ordinance.

**Mayor and Council History**
The Mayor and Council have been presented an Annual Report by the Board periodically, in the interest of enhancing communication between the two bodies.

**Boards and Commissions Review**
The Board of Appeals members, which include Chair Alan Frankle, Roy Deitchman, Jimmy Hauer and alternate Nick Kutchak, have reviewed the Annual Report and provided comments that have been incorporated into the document.

**Attachments**
Attachment 7.A.a: Board of Appeals Annual Report FY2021  (PDF)
Board of Appeals Responsibilities

- Review and act on applications for special exceptions and zoning variances.

- Review and act on appeals from administrative decisions per the Zoning Ordinance and Forest and Tree Preservation Ordinance.

- All appeals from administrative decisions are de novo and shall be considered by the Board in accordance with State law.
FY2021 Accomplishments

• Reviewed and approved one (1) Special Exception application (for an accessory apartment)

• Reviewed thirteen (13) Zoning Variance Applications. Nine (9) were granted and four (4) were denied.

• At the applicant’s request, the Board reconsidered a variance that was denied, and reaffirmed its decision. Another denied variance was appealed to the Circuit Court and the decision of the Board was upheld.

• Created procedures that allowed the Board to continue to hear and adjudicate cases remotely during the pandemic

• Reviewed and revised the Board’s Rules of Procedure and codified Rules for Remote Hearings
FY2022 Goals & Objectives

• Continue to consider all application requests objectively, fairly, and based on the information and evidence presented and/or available.

• Allow applicants to present application requests fully and completely in a virtual environment, as required.

• Hear and consider all cases based on the merits.

• Ensure all case actions are based on findings the Board is charged to make as specified by applicable provisions of the Zoning Ordinance.

• Increase participation in the Board’s public hearing process
Subject
Approval of Contract Amendment #2 to Increase an Existing Rider Contract with RJN Group, Inc., of Baltimore, MD by $284,570 in Accordance with WSSC Contract #1153, Flow Monitoring Services.

Recommendation
Staff recommends award of an increase to an existing rider contract with RJN Group, Inc., of Baltimore, MD by $284,570 via Contract Amendment #2 in accordance with WSSC Contract #1153, Flow Monitoring Services.

Discussion
Services are necessary to monitor sanitary sewer flow in the wastewater collection system. Sanitary sewer flow information provides actual flows to determine the remaining capacity of the City sanitary sewer. Flow information is needed to prioritize sewer capacity upgrade projects, ensure adequate conveyance capacity within the sewer system for proposed development, benchmark modeling projections, and to calibrate the sewer models. This data supports the determination of sanitary sewer capacity adequacy for development projects per the Adequate Public Facilities Ordinance.

RJN Group, Inc. has supplied, installed, maintained, and provided data from flow meters for the City via WSSC Contract #1153 and preceding contracts since 2013. The City initiated the current rider contract with RJN on July 25, 2018. On January 8, 2020 the City issued Amendment #1 to the contract which increased it to a total annual amount not to exceed $99,000. Contract Amendment #2 will increase the current rider contract by $284,570.

The City is currently riding Contract #1153 to deploy five flow meters in support of individual capacity analysis on a case-by-case basis at various locations around the city. This new task award expands that effort to twenty-two meters in fixed locations citywide for a duration of six months.

The increased number of meters at fixed locations allows the City to calibrate a model that yields consistent and timely results across the City’s three sewersheds. Uniform calibration data is critical as it relates to improving customer service for development review, particularly in...
areas that have the potential for multiple, phased developments. Having an accurate model helps to avoid unnecessary capacity improvement projects for both developers and within the City’s CIP program, and helps to identify potential overflow locations and enhance long-term CIP planning. Staff anticipates doing such a re-calibration of the model approximately every four years going forward.

Sewer capacity analyses are strongly influenced by the sewer’s response to infiltration that happens during heavy precipitation events. It is important that the meters be in place in time to collect data during the spring, summer, and fall when major storms are most likely to occur.

The pricing, specifications and terms within Contract #1153 satisfy the needs of the City of Rockville, without deviation. A price analysis was completed via the independent cost estimate process, which found that the price offered is fair and reasonable. The WSSC contract includes the maintenance of over 225 identical flow meters in the WSSC sanitary sewer collection system. Awarding these services via a rider to the WSSC contract provides the City with cost savings as the consultant is providing similar services on a greater scale to an adjoining agency. In addition, it is necessary for WSSC and the City to periodically share flow meter data, so the use of a single consultant provides efficiencies in sharing the data.

**Mayor and Council History**

This is the first time this item has been brought before the Mayor and Council.

**Public Notification and Engagement**

As this work involves the installation of equipment inside existing sewer manholes, disruption to the community will be minimal.

**Procurement**

Amendment #2 will continue to ride WSSC Contract #1153, Flow Monitoring Services.

RJN is a non-MFD vendor.

In accordance with Rockville City Code, Section 17-71(b), Cooperative Procurement, the City may contract with any contractor who offers goods, services, insurance, or construction on the same terms as provided to other State or local governments or agencies thereof, who have arrived at those terms through a competitive procurement procedure similar to the procedure used by the City.

In accordance with Rockville City Code, Section 17-39(a), Awarding Authority, all contracts involving more than one hundred thousand dollars shall be awarded by the Mayor and Council.
**Fiscal Impact**

This project was planned and funded in the Sewer Rehab & Improvement: FY21-FY25 (UC21) CIP project, which funds the analysis, planning, design, and construction of sanitary sewer system replacements or rehabilitation. Sufficient funding is available in this project for award plus a 10 percent contingency.

**Next Steps**

Upon Mayor and Council approval, the Procurement Division will work up Amendment #2 for execution.

**Attachments**


Rob DiSpirito, City Manager 3/22/2022
Sewer Rehab & Improvement: FY21-FY25 (UC21)

Description: This sustainable program analyzes, plans, designs, monitors, and models sewer flows, and constructs sanitary sewer system replacements or rehabilitation identified through the preventative maintenance program. Typical rehabilitation consists of lining sewers with a cured-in-place liner. This project also funds replacing sewers to provide adequate capacity for future expansion, and relocating sewers from private property into city-maintained utility easements or rights-of-way.

Changes from Previous Year: Funding levels were adjusted based on current assessments and project prioritization.

<table>
<thead>
<tr>
<th>Current Project Appropriations</th>
<th>Critical Success Factor: Stewardship of Infrastructure and Env.</th>
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</thead>
<tbody>
<tr>
<td>Prior Appropriations: 195,000</td>
<td>Mandate/Plan: Clean Water Act; 2002 Master Plan; 2010 Water</td>
</tr>
<tr>
<td>Less Expended as of 4/15/21: 43,282</td>
<td>Resources Element</td>
</tr>
<tr>
<td>Total Carryover: 151,718</td>
<td>Anticipated Project Outcome: Sustainable replacement and</td>
</tr>
<tr>
<td>New Funding: 674,000</td>
<td>renewal of sanitary sewer infrastructure and mitigation of</td>
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<tr>
<td>Total FY 2022 Appropriations: 825,718</td>
<td>existing capacity constraints resulting in improved system</td>
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<table>
<thead>
<tr>
<th>Type</th>
<th>Estimated Start Original</th>
<th>Estimated Start Current</th>
<th>Estimated Completion Original</th>
<th>Estimated Completion Current</th>
<th>Estimated Cost (FY 2021 through FY 2025 only) Original</th>
<th>Estimated Cost (FY 2021 through FY 2025 only) Current</th>
<th>$ Change</th>
<th>% Change</th>
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</thead>
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<td>Planning / Design</td>
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<td>FY 2021</td>
<td>FY 2025</td>
<td>FY 2025</td>
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<td>1,004,000</td>
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<td>Construction</td>
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<td>FY 2021</td>
<td>FY 2025</td>
<td>FY 2025</td>
<td>7,003,000</td>
<td>4,602,000</td>
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<tr>
<td>Other</td>
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<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Project Total ($)</td>
<td>7,438,000</td>
<td>5,606,000</td>
<td>(1,832,000)</td>
<td>-25%</td>
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Project Timeline and Total Cost by Type: Funding levels were adjusted based on current assessments and project prioritization.

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<th>Source</th>
<th>Prior</th>
<th>FY 2022</th>
<th>FY 2023</th>
<th>FY 2024</th>
<th>FY 2025</th>
<th>FY 2026</th>
<th>Future</th>
<th>Total</th>
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<td>674,000</td>
<td>1,527,000</td>
<td>1,819,000</td>
<td>1,391,000</td>
<td>831,000</td>
<td>-</td>
<td>6,437,000</td>
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<tr>
<td>Total Funded ($)</td>
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<td>674,000</td>
<td>1,527,000</td>
<td>1,819,000</td>
<td>1,391,000</td>
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<td>Unfunded (Swr)</td>
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<td>-</td>
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<tr>
<td>Total w/Unfunded ($)</td>
<td>195,000</td>
<td>674,000</td>
<td>1,527,000</td>
<td>1,819,000</td>
<td>1,391,000</td>
<td>831,000</td>
<td>-</td>
<td>6,437,000</td>
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Project Funding: This project is fully funded. In FY 2022, project funding returns to the level required for the one percent annual renewal/replacement cycle. This project is considered a routine capital maintenance project and is funded in five year increments.

Operating Cost Impact: No measurable impact.

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<th>Fund</th>
<th>Prior</th>
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<th>FY 2023</th>
<th>FY 2024</th>
<th>FY 2025</th>
<th>FY 2026</th>
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<td>-</td>
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</table>

Project Manager: Gabe Kosarek, Principal Civil Engineer, 240-314-8513.

Notes: FY 2022 work includes sewer flow monitoring, approximately 1.5 miles of sewer lining, and the design of the Crawford Road sewer replacement project. The budget is based on cost estimates for specific sewer rehab and improvement projects identified through the sewer system preventative maintenance program, site specific failures, and sewer hydraulic modeling.
Subject
Authorization for a State of Maryland Legislative Bond Initiative Grant Agreement for VisArts

Recommendation
Staff recommends that the Mayor and Council authorize the City Manager to execute the State of Maryland Capital Projects Agreement (Attachment D) between the Mayor and Council of Rockville, Metropolitan Center for the Visual Arts, Inc., and the State of Maryland, in a form acceptable to the City Attorney, for capital improvements to the VisArts facility.

Discussion
The Metropolitan Center for the Visual Arts, Inc. (VisArts) was awarded $150,000 via a State of Maryland Bond Bill in 2020 for capital improvements. Improvements included in the Bill were HVAC replacement, audiovisual equipment in the events spaces, and new gallery lighting. State Senator Cheryl Kagan and Delegate Julie Palakovich Carr were sponsors of the Bill. For the State Bond Bill, the applicant must provide matching funds from their budget or an outside source. VisArts previously received $150,000 in matching funds from Montgomery County. These County funds were paid to VisArts in May 2021 and spent on the first phase of HVAC replacement.

The State award comes in the form of reimbursement after the funds have been used for capital improvements and do not need to be repaid like other bond bills. VisArts is seeking reimbursement for work already completed.

As the property owner, the City of Rockville is listed as the Beneficiary on the Capital Projects Grant Agreement. For VisArts to proceed with the reimbursement process, Mayor and Council must authorize the City Manager to execute the State of Maryland Capital Project Grant Agreement.

As supporting documents, the following attachments are included:

BondBillLetterVisArts (Attachment A)
2020 Bond Request Form (Attachment B)
20-G017 letter (Attachment C)
Capital Project Grant Agreement – Metropolitan Center for the Visual Arts (Attachment D)
**Mayor and Council History**
This is the first time this item has been brought before the Mayor and Council.

**Fiscal Impact**
There is no capital outlay for the City to execute this agreement.

**Next Steps**
Upon Mayor and Council approval, the City Manager will execute the agreement with the State of Maryland and Metropolitan Center for the Visual Arts, Inc., in a form acceptable to the City Attorney.

**Attachments**
Capital Project Grant Agreement - Metropolitan Center for the Visual Arts (PDF)
20-G107 Letter
2020 Bond Bill Form
BondBillLetterVisArts

**Attachments**
Attachment 9.B.a: BondBillLetterVisArts (PDF)
Attachment 9.B.b: 2020 Bond Request Form (PDF)
Attachment 9.B.c: 20-G107 letter (PDF)
Attachment 9.B.d: Capital Project Grant Agreement - Metropolitan Center for the Visual Arts (PDF)
March 23, 2022

Mayor and Council
111 Maryland Ave.
Rockville, MD 20850

Dear Madam Mayor and Council Members:

I am writing to request your signature on the grant agreement document we are entering with the State of Maryland for a bond bill we were awarded in 2020. These funds are for capital improvements in our facility – HVAC replacement, audio visual replacement in our events space, and new gallery lighting.

With sponsorship State Senator Cheryl Kagan and Delegate Julie Palakovich Carr, VisArts was awarded $150,000 by the State which comes to us in the form of reimbursement after we have spent our own matching funds. Unlike the bond bills jurisdictions receive, these funds does not need to be repaid.

VisArts was awarded $150,000 in Capital Funds from Montgomery County as a match for the state funds. These funds were paid to VisArts in May 2021 and have been spent on the first round of HVAC replacement.

Now that we are ready to apply for reimbursement, the state drafts a grant agreement document. The agreement includes the City of Rockville as a beneficiary due to its status as our landlord. Our lease agreement is between the Mayor and Council and VisArts.

The City has no liability under the bond agreement. We have worked with our insurance broker to make sure our insurance is up to date.

I am happy to answer any questions you may have on this issue.

Sincerely,

Alice Nappy
Executive Director
Project Name: Capital Improvements for VisArts

Amount Requested: $150,000

Contact Person

Name: Alice Nappy, Executive Director, VisArts

Address: 155 Gibbs Street, Suite 300, Rockville, MD 20850

Phone Number: 301 315 8200 ext. 102

Email: anappy@visartscenter.org

Legal Name of Recipient (If a corporation, please give name exactly as it appears in the Articles of Incorporation as registered with the State Department of Assessments and Taxation):

Metropolitan Center for the Visual Arts - (VisArts)

Legal Status of Recipient (e.g., corporation, local government):

501 (c)(3) non profit organization

If the recipient is a non-governmental entity, is it governed by:

☑ Board of Directors

☐ Board of Trustees

☐ Other. If other, please explain:

Address of Project and Recipient (If project and recipient have different address, include both)

same as above

Briefly describe the purpose and reason for the project:

VisArts requests funding to support three capital upgrades to its facility: 1) replacement of the analog audio visual and control system in the Buchanan Events Room -- VisArts' events rental space which is also utilized for gallery programming (Analog technology is to be phased out in July 2020); 2) replacement of the aging and out of date lighting system in Kaplan Gallery which supports innovative gallery exhibitions and programming; and 3) replacement of aging HVAC equipment in our classrooms, events rental, and gallery spaces.

Amount of Matching Fund:

☑ Equal match (this also includes an amount higher than that of the bond requested)

☐ Unequal match (less than the amount of the bond requested)

Amount of unequal match:

☐ No match

Type of Matching Fund:

☑ Money

☐ Real property

☐ In kind (e.g., donated services)

☐ Funds expended before June

Does the project or recipient have any religious affiliation or involvement?

☐ Yes

☑ No

Please list the year and bill number of any previous bond bills.

2012 - HB 547 and SB 417
May 26, 2020

Mr. Jack Devine
Chair
The Metropolitan Center for the Visual Arts, inc.
155 Gibbs Street
Rockville, Maryland 20850

Re: VisArts
Chapter 537, Senate Bill 191, Acts of 2020 – 150000
DGS Item G107

Dear Mr. Devine:

Congratulations on receiving your State grant. Funds for your grant are authorized in a “bond initiative” enacted by the General Assembly and signed by Governor Larry Hogan.

The Department of General Services will administer your grant on behalf of the State Board of Public Works (BPW). This application package contains the necessary forms for you to complete and return to DGS to begin the process for managing your capital grant project. Upon receipt of the completed forms, a grant agreement will be sent for your signature beginning July 1, 2020.

The legislation authorizing your grant requires certain deadlines are met by grant recipients as follows:

(a) We recommend completing and returning the application package by December 31, 2020.

(b) The deadline for obtaining BPW certification of matching funds is two (2) years from the date the grant is authorized, or June 1, 2022.

(c) The deadline for grant recipients to encumber (enter into project contracts) or expend the State funds is seven (7) years from the date of authorization, or June 1, 2027.

Please pay close attention to the important State policies that are outlined on the Capital Grants Program web page (http://dgs.maryland.gov/pages/grants/index.aspx).

If you have any questions, please contact Ms. Alexis Dukes, Grant Coordinator at 410-767-4390 or Ms. Sandra Means, Grant Compliance Analyst at 410-767-6130.

Sincerely,

Shirley Kennedy
Program Manager
Capital Grants Program
This Agreement ("Agreement") is entered into this _ day of ______, 20__, by and between the State of Maryland ("State"), acting through the Board of Public Works (BPW), and the Metropolitan Center for the Visual Arts, Inc. ("Grantee"), whose federal taxpayer identification number is 52-1549839 and the Mayor and City Council of Rockville, Maryland ("Beneficiary"), whose federal taxpayer identification number is _________________.

Recitals

A. Grantee has requested grant assistance from the State and has completed the Capital Projects Grant Application.

B. The General Assembly has authorized this Grant titled Metropolitan Center for the Visual Arts, provided that Grantee expends the money only for the purposes outlined below.

C. Grantee has no property interest in the Project, which is owned by the Mayor and City Council of Rockville, Maryland, Beneficiary.

Therefore, the State, Grantee, and Beneficiary agree as follows:

1. **Purpose.** Grantee and Beneficiary may use grant funds for the following purpose only ("Project"): for the acquisition, planning, design, construction, repair, renovation, reconstruction, site improvement, and capital equipping of the Metropolitan Center for the Visual Arts. *(See Enabling Act: DGS Item 20-G107- Chapter 537 of the Laws of Maryland 2020 which is incorporated herein by reference.)*

2. **Grant.** After the BPW approves this Agreement, the State shall periodically provide grant funds ("Grant") to, or on behalf of, Grantee or Beneficiary not to exceed the lesser of: $1,500,000 (One Million Five Hundred Thousand Dollars) or the amount of Grantee's matching fund according to the matching fund requirement of: $0 as stated in the Enabling Act.

3. **Termination or Reduction of Authorization.** The BPW, in its sole discretion, may reduce or terminate the authorization to provide the Grant in the event: (a) Grantee fails to provide evidence of the required matching fund by 6/1/2022; or (b) no part of the Project is under contract by 6/1/2027 or (c) the Project is abandoned. The Enabling Act's authorization automatically terminates for any grant funds that are unexpended or unencumbered by 6/1/2027.

4. **Matching Fund.** If the Enabling Act requires, Grantee must provide and expend a matching fund. Failure to prove any required matching fund may affect the authorization pursuant to Paragraph 3 of this Agreement.
5. **Disbursement of Grant.** Subject to the availability of funds, the BPW may periodically authorize payment to, or on behalf of, Grantee or Beneficiary funds in an amount not to exceed the Grant amount.

6. **Limitations on Use.** The BPW or its designee may, in its sole discretion, disapprove requests for disbursement or expenditure of Grant funds that are not consistent with or are not specifically related to the Project purpose or this Agreement generally.

7. **Term.** This Agreement terminates if the BPW terminates the grant authorization under Paragraph 3 without issuing bonds. Otherwise, this Agreement is in effect so long as any State general obligation bonds issued, sold, and delivered to provide funds for this Grant, remain outstanding, or for such longer period as the parties may agree.

8. **Payment Procedure.** Payment procedures contained in the most recent edition of *Maryland Capital Grants Projects: Information for State of Maryland Capital Grant Recipients* [http://dgs.maryland.gov/page/grants/index.aspx] are incorporated herein by reference. The State shall make payment to, or on behalf of, Grantee or Beneficiary in accordance with those procedures and any other terms and conditions as the BPW, in its sole discretion, may impose.

9. **Reports:**
   (a) Section 7-402 of the State Finance and Procurement Article, Annotated Code of Maryland, requires Grantee to submit a verified report that fully and accurately accounts for appropriate Grant expenditures. Requests for payment made in accordance with Paragraph 8 of this Agreement are deemed to comply with Section 7-402.
   (b) Grantee shall submit other reports or information as the State may periodically require, including project status reports and certified audit reports.

10. **Communications.** Communications must be addressed as follows:

    **To the State:**

    **Office of the Comptroller**
    Capital Grants Program Administrator
    80 Calvert Street, Room 215
    Annapolis, Maryland 21404-0466

    **Department of General Services**
    CGL Program Manager
    301 W. Preston Street, Room 1405
    Baltimore, Maryland 21201

    **To the Grantee:**

    Alice Nappy, Executive Director
    Metropolitan Center for the Visual Arts
    155 Gibbs Street, Suite 300 Rockville, MD 20850

    **To the Beneficiary:**
11. **Default.** A default is Grantee's or Beneficiary's breach of any of the covenants, agreements, or certifications contained in this Agreement.

12. **Remedies Upon Default.**
   (a) Upon the occurrence of any default, the State, as the BPW in its sole discretion determines, may do one or more of the following:
      (i) Require Grantee or Beneficiary to repay the Grant, in whole or in part.
      (ii) Recoup the amount of the Grant already paid from funds due the Grantee or Beneficiary from any other current or future State grant or loan or any other funds, otherwise due and owing Grantee or Beneficiary.
      (iii) Withhold further payments under this Agreement.
      (iv) Terminate this Agreement.
   (b) In addition to the rights and remedies contained in this agreement, the State may at any time proceed to protect and enforce all rights available to it. All rights and remedies survive the termination of this Agreement.

13. **Disposition of Property.** Grantee or Beneficiary may not sell, lease, exchange, give away, or otherwise transfer or dispose of any interest in real or personal property acquired or improved with Grant funds ("Grant-Funded Property") unless the BPW gives prior written consent. This includes transfer or disposition to a successor on the merger, dissolution, or other termination of the existence of Grantee or Beneficiary. Grantee or Beneficiary shall give the BPW written notice at least 60 days before any proposed transfer or disposition. When consenting to a transfer or disposition, the Board of Public Works may in its sole discretion require the grantee or beneficiary to repay a percentage of the proceeds that are allocable to the grant.

14. **Inspection and Retention of Records.** Grantee and Beneficiary shall permit any duly authorized representative of the State to inspect and audit all records and documents of Grantee or Beneficiary relating to this Grant. Grantee and Beneficiary shall retain such records for at least three years after this Agreement terminates.

15. **Insurance.**
   (a) For any item of Grant-Funded Property that has an original fair market value of $5,000 or more, Grantee or Beneficiary shall, at its own expense and for the reasonable useful life of that item, obtain and maintain all risk of fire and extended coverage insurance or such similar insurance coverage as may be appropriate for the full value of the item or in amounts as may be commercially reasonable under the circumstances. Grantee’s or Beneficiary’s insurer must be authorized to issue the policy in the State. Each such policy shall by its terms:
      (i) Name the State as an additional loss payee thereunder.
(ii) Be considered primary and non-contributory with respect to any other insurance, if any, provided by the State.

(iii) Be cancelable only on at least 30 days written notice to Grantee or Beneficiary, as applicable, and to the BPW.

(b) On request, Grantee or Beneficiary shall, provide the BPW or its designee with satisfactory evidence of insurance.

(c) Proceeds of insurance required by this Paragraph may be applied as the BPW, in its sole discretion, shall determine toward replacement of Grant-Funded Property or toward repayment of the Grant to the State.

(d) The BPW or its designee in its sole discretion may determine that Grantee or Beneficiary may self-insure Grant-Funded Property if Grantee or Beneficiary has adequate financial resources.

16. **Indemnification.** To the extent permitted by law (including Courts and Judicial Proceedings Article, §5-301 et seq. the Local Government Tort Claims Act; and Courts and Judicial Proceedings Article, §5-509; Annotated Code of Maryland, as amended from time to time), and subject to the availability of appropriations, Grantee and Beneficiary are responsible for, and shall defend, indemnify, and hold harmless the State, its officers, agents, and employees, whether or not the State be deemed contributorily negligent, from all suits, actions, liability, or claims of liability (including reasonable attorneys' fees) arising out of:

(a) The Project, including its construction.

(b) Grantee's and Beneficiary's use, occupancy, conduct, operation, or management of the Project.

(c) Any negligent, intentionally tortious, or other act or omission of Grantee, Beneficiary, or any of its agents, contractors, servants, employees, subtenants, licensees, or invitees in connection with the Project.

(d) Any injury to or death of any person or damage to any property occurring in, on, or as a direct or indirect result of the Project or any of Grantee's or Beneficiary's activities in connection therewith.

17. Grantee is a (charitable X ) (religious ___) organization registered with the Maryland Secretary of State in accordance with the Annotated Code of Maryland [Business Regulation Article or Corporations and Association Article]; is in good standing; and has filed all of its required reports with the Maryland Secretary of State.

Check if YES X

Check if NOT APPLICABLE ___ and explain:

____________________________________________

____________________________________________

_____________________

18. **Commercial and Employment Nondiscrimination.** Grantee and
Claims Act; and Courts and Judicial Proceedings Article, §5-509; Annotated Code of Maryland, as amended from time to time), and subject to the availability of appropriations, Grantee and Beneficiary are responsible for, and shall defend, indemnify, and hold harmless the State, its officers, agents, and employees, whether or not the State be deemed contributorily negligent, from all suits, actions, liability, or claims of liability (including reasonable attorneys' fees) arising out of:

(a) The Project, including its construction.
(b) Grantee’s and Beneficiary’s use, occupancy, conduct, operation, or management of the Project.
(c) Any negligent, intentionally tortious, or other act or omission of Grantee, Beneficiary, or any of its agents, contractors, servants, employees, subtenants, licensees, or invitees in connection with the Project.
(d) Any injury to or death of any person or damage to any property occurring in, on, or as a direct or indirect result of the Project or any of Grantee’s or Beneficiary’s activities in connection therewith.

Beneficiary shall:

(a) Not discriminate in the selection, hiring, or treatment of any employee, employment applicant, vendor, supplier, subcontractor, or commercial customer on the basis of race, color, religion, ancestry or national origin, sex, age, marital status, sexual orientation, or on the basis of disability or any other unlawful use of characteristics unrelated to performance.
(b) Include a clause similar to sub-paragraph (a) in any contract under this Grant.
(c) Post, and cause contractors to post, in conspicuous places notices setting forth the nondiscrimination policy.

19. **Drug and Alcohol Policy.** Grantee and Beneficiary each certify that it shall make a good faith effort to eliminate illegal drug use and alcohol and drug abuse from its workplace. Specifically, Grantee and Beneficiary shall each:

(a) Prohibit the unlawful manufacture, distribution, dispensation, possession, or use of drugs in its workplace.
(b) Prohibit its employees from working under the influence of alcohol or drugs.
(c) Not hire or assign to work on an activity funded in whole or part with State funds, anyone whom it knows, or in the exercise of due diligence should know, currently abuses alcohol or drugs and is not actively engaged in a bona fide rehabilitation program.
(d) Promptly inform the appropriate law enforcement agency of every drug-related crime that occurs in its workplace if it or its employee has observed the violation or otherwise has reliable information that a violation has occurred.
(e) Notify employees that drugs and alcohol abuse are banned in the workplace, impose sanctions on employees who abuse drugs and alcohol in the workplace, and institute steps to maintain a drug-free and alcohol-free workplace.

20. **Compliance with Applicable Law.** Grantee and Beneficiary each hereby represents and warrants that it:
(a) Is qualified to do business in the State of Maryland and that it will take such action as, from time to time hereafter, may be necessary to remain so qualified;
(b) Is not in arrears with respect to the payment of any monies due and owing the State of Maryland, or any department or unit thereof, including but not limited to the payment of taxes and employee benefits, and that it shall not become so in arrears during the Grant term;
(c) Shall comply with all federal, State, and local laws, regulations, and ordinances applicable to its activities and obligations under this Grant.
(d) Shall obtain, at its expense, all licenses, permits, insurance, and governmental approvals, if any, necessary to the performance of its obligations under this Grant.

21. **Non-Debarment.** Neither Grantee nor Beneficiary, nor any of its officers, directors, or any of its employees directly involved in obtaining or performing grants or contracts with public bodies has:

   (a) Been convicted of bribery, attempted bribery, or conspiracy to bribe in violation of any state or federal law.

   (b) Been convicted under any state or federal statute of any offense enumerated in Section 16-203 of the State Finance and Procurement Article, Annotated Code of Maryland.

   (c) Been found civilly liable under any state or federal antitrust statute as provided in Section 16-203 of the State Finance and Procurement Article, Annotated Code of Maryland.

22. **Non-Collusion.** Neither Grantee nor Beneficiary, nor any of its officers, directors, or any of its employees directly involved in obtaining or performing grants or contracts with public bodies has:

   (a) Agreed, conspired, connived, or colluded to produce a deceptive show of competition in obtaining or performing this Grant.

   (b) In any manner, directly or indirectly, entered into any agreement of any kind to fix the bid price or price proposal of any bidder or offeror or of any competitor, or otherwise taken any action in restraint of free competitive bidding in connection with this Grant.

23. **Financial Disclosure.** Grantee and Beneficiary are aware of, and will comply with, Section 13-221 of the State Finance and Procurement Article, Annotated Code of Maryland, which requires that every business that enters into contracts, leases, or other agreements with the State or its agencies during a calendar year under which the business is to receive in the aggregate $200,000 or more shall, within 30 days of the time when the aggregate value of the contracts, leases or other agreements reaches $200,000, file with the Maryland Secretary of State certain specified information to include disclosure of beneficial ownership of the business.

24. **Political Contributions.** Grantee and Beneficiary are aware of, and will comply with, Election Law Article, Title 14, Annotated Code of Maryland,
which requires that every person that enters into contracts, leases, or other agreements with the State, including its agencies or a political subdivision of the State, during a calendar year in which the person receives in the aggregate $200,000 or more shall file with the State Board of Elections a statement disclosing contributions in excess of $500 made during the reporting period to a candidate for elective office in any primary or general election.

25. **No Contingent Fees.** Neither Grantee nor Beneficiary has employed or retained any person, partnership, corporation, or other entity, other than a bona fide employee or agent working for Grantee or Beneficiary, to solicit or secure the Grant. Neither Grantee nor Beneficiary has paid or agreed to pay any person, partnership, corporation, or other entity, other than a bona fide employee or agent, any fee or any other consideration contingent on the making of the Grant.

26. **No Lobbying Fees.** In accordance with Section 7-221 of the State Finance and Procurement Article, Annotated Code of Maryland, each of Grantee and Beneficiary certifies that no State money has been paid or promised to any legislative agent, lawyer, or lobbyist for any service to obtain the legislation establishing or appropriating funds for the Grant.

27. **Non-hiring of State Employees.** No State employee whose duties as such employee include matters relating to or affecting the subject matter of this Grant, shall, while so employed, become or be an employee of Grantee or Beneficiary.

28. **Amendment.** The Agreement may be amended only in a writing signed by the parties.

29. **Assignment.** Grantee may not assign this Agreement without the prior written approval of the BPW. If the BPW approves an assignment, this Agreement shall bind Grantee’s successors and assigns.

30. ** Entire Agreement.** This Agreement represents the complete and final understanding of the parties. No other understanding or representations, oral or written, regarding the subject matter of this Agreement, shall be deemed to exist or to bind the parties at the time the parties sign the Agreement.

31. **Maryland Law.** Maryland laws govern the interpretation and enforcement of this Agreement.

By their signatures, the parties so agree:

WITNESS: ______________________

GRANTEE: ______________________

By: ____________________________ (Seal)

Name: Alice Nappy

Title: President and Executive Director
BENEFICIARY:

By: ______________________
Name: _____________________
Title: _____________________

STATE OF MARYLAND
BOARD OF PUBLIC WORKS

By: ______________________
  John Gontrum
  Executive Secretary

Approved as to form and legal sufficiency this ______day of
_______________, 20__

________________________
Assistant Attorney General
Department of General Services

BPW APPROVAL: DGS Item ___-CGL (____/____/20___)

CAPITAL PROJECTS GRANT AGREEMENT
Standard Form
Subject
Approval of Minutes

Recommendation
Staff recommends that the Mayor and Council approve the following minutes:

February 7, 2022 (Meeting No. 04-22)
February 28, 2022 (Meeting No. 05-22)

Sincerely,
City Clerk/Director of Council Operations
3/23/2022
Subject
Adoption of Resolution to Establish Education Commission

Recommendation
Staff recommends the Mayor and Council approve and adopt the proposed Resolution attached to the staff report as Attachment A, to establish the Education Commission.

Discussion
The Mayor and Council have been discussing the value and potential development of an Education Commission as part of the City of Rockville Boards and Commissions. Meetings were held on November 23, 2020, May 17, 2021, November 22, 2021. Additionally, a Public Hearing on the proposed Education Commission was held on January 24, 2022, where testimony supported the need to establish and form an Education Commission as an advisory body to the City of Rockville to support, advocate for, and engage with schools located in the City.

This Commission will provide opportunities to collaborate on City programs and initiatives; facilitate connections with the significant number of students, educators, and families who live or work in the City of Rockville; advocate on matters of operating and capital improvements, equity, and capacity issues; and engage with the Board of Education, Montgomery County Public Schools, and community leaders, such as those involved in Parent Teacher Associations (PTAs). The Commission may include leaders from public, private, parochial, and home school communities, including schools like Montgomery College.

Residents, PTA cluster leaders, the Board and Commission Task Force, and members of Mayor and Council have noted the potential benefit of an Education Commission to help proactively engage school communities and identify issues that impact Rockville residents and students and ensure they are being addressed. The Rockville community has school leaders through local PTAs and Montgomery County PTA cluster leaders who can be more closely engaged with the City of Rockville to strengthen and represent the needs of the Rockville community. The Commission would help facilitate and strengthen these relationships and collaborations. The Commission will serve as a liaison between the Rockville community and the Mayor and Council on matters of student education and facilitate community involvement as outlined.
Advisory Education Commission

I. Objectives

The objectives of the Rockville Advisory Education Commission:
A. Foster deeper engagement with school communities on City programs and initiatives and create avenues to help support collaboration on Rockville initiatives (i.e., volunteerism, pedestrian, and bike safety, etc.)
B. Advocate for a positive community environment for students within the City of Rockville.
C. Keep the Mayor and Council informed of current and long-range Board of Education policies and programs that may affect the Rockville community and help inform City of Rockville testimony before the Board of Education, Montgomery County Public Schools, and the County Council.
D. Enlighten and inform the Rockville community on matters of school education.

II. Types of Issues

In line with the above stated objectives, the following are the types of issues which this Commission would track and become involved in:
A. Organize and conduct public forums on Rockville educational issues.
B. Identify and advocate for special education needs in the Rockville community, i.e., programs and equity in neighborhoods.
C. Review the Board of Education budget to ensure that the Rockville school population is receiving its fair share of available resources and inform testimony on the Capital Improvement and Operating Budgets.
D. Support and provide input on programs, educational development, and initiatives promoting the safety, health, and well-being of students.

The Commission will collaborate with existing school leaders, networks, and parent associations to support the efforts of the above. The Commission shall submit an Annual Report to the Mayor and Council, providing recommendations on initiatives and advocacy needs.

Mayor and Council History
This item was bought before the Mayor and Council for discussion on November 23, 2020, May 17, 2021, November 22, 2021, and a Public Hearing was held on January 24, 2022.

Public Notification and Engagement
The Mayor and Council held a Public Hearing on January 24 and received input as Attachment B and C in the staff report with official transcript and written comments as part of the record.
Fiscal Impact

Depending on the approval of the Commission, there could be fiscal impact associated with increasing new Boards and Commissions in the City Government. More information about the fiscal impact will be provided based on the decision of the Mayor and Council.

Next Steps

Approve the draft Resolution establishing the Education Commission. With Mayor and Council approval, the City Clerk will certify the Resolution creating the Rockville Education Commission and staff will begin the process for recruiting Commission members.

The Boards and Commissions Task Force created a tool for new Boards and Commissions to be considered by the Mayor and Council, as Attachment D.

Recommended Action

By motion, the Mayor and Council approve and adopt the proposed Resolution as attached to the staff report as Attachment A, to establish the Rockville Education Commission.

Attachments

Attachment 10.a: Draft Resolution Education Commission (Final 3.23) (DOCX)
Attachment 10.b: Public Education Exhibits (PDF)
Attachment 10.c: Education Commission Public Transcript (PDF)
Resolution No. ______  RESOLUTION: To establish an Education Commission in the City of Rockville and to provide for its membership, duties, and scope of work

WHEREAS, the Mayor and Council wishes to create an Education Commission to offer the community at large an opportunity to engage in supporting the education of all City of Rockville students whether they are in public, private, parochial, home schooled or at Montgomery College. Such educational opportunities can include after school activities offered by the City of Rockville, MCPS or other affiliates.

WHEREAS, an Education Commission was recommended to be established in 2019; and

WHEREAS, the Mayor and Council wishes to strengthen efforts to help proactively engage school communities and identify issues that impact the Rockville communities’ education and leadership opportunities; and

WHEREAS, the Mayor and Council wish to receive input and support collaboration on the City of Rockville’s initiatives,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Rockville, Maryland, that there is a need for a more collaborative relationship between Board of Education, Montgomery County Public Schools, private and non-profit schools, Montgomery College, and PTAs and PTA cluster leaders in our community and the City of Rockville, and we hereby create an Education Commission with the following membership and duties:

1. Membership
   a. The Education Commission shall consist of up to eleven members, who are either residents, teachers, PTA and cluster leaders, students of and/or attend high school in the City of Rockville, and include individual diversity (age, sex, gender, race, nationality, languages), as well as diversity of schools within the City, to reflect an inclusive group representative of the Rockville community and neighborhoods.
   b. Members are appointed by the Mayor and confirmed by the Council. The terms of appointment of members shall be for one or two-years.
   c. The Commission will receive a staff liaison and a Mayor and Council liaison to provide updates on City issues.

2. Meetings
   a. The Commission shall meet during the school calendar and make notice to the public.
   b. Commission meetings shall be open to the public.
c. The Commission may have Work Sessions when called upon by the members or the Chair of the Commission.

d. Staff support to the Commission may be provided by a City of Rockville department, including scheduling, attending meetings, preparing agenda packets, posting of agendas and minutes to the website, mail handling, and copying services.

e. All Commission minutes and reports shall be made available to the public. Commission minutes and reports must be accepted and approved by the Commission prior to release. The Commission may hold Executive Sessions when necessary and when allowed by the State Open Meetings Act.

3. Duties of Commission

a. Develop guidelines and procedures for Commission meetings.

b. Advise the Mayor and Council:
   
   i. Advocate and collaborate to help support positive community environment for all Rockville students.

   ii. Provide an Annual Report of Commission activities to the Mayor and Council.

c. The Commission may consider the following activities and duties:

   1) Develop and create avenues to help engage school communities in Rockville initiatives.

   2) Organize and conduct public forums on Rockville education issues.

   3) Review issues involving long-range facilities planning, programs, equity, and positive school environment.

   4) Support and inform education through advocacy.

   5) Support communications and collaborations with Montgomery County Public Schools and other schools within the City of Rockville, Parent Teacher Associations (PTA), PTA clusters leaders, Rockville residents and school communities.

   6) Seek input from educators, parents, and youth in the schools on issues that may impact the health and well-being of students.

   7) Advise the City on ways to support school events, initiatives, and advocacy needs.

   8) Increase volunteerism and provide ways to help school leaders and educators, parents and students get involved.

   9) Make recommendations to the Mayor and Council on City Capital and Operating Budgets dealing with programs, services, safety, equity, capacity and activities.

   10) Offer input and support for the City of Rockville’s initiatives and provide input to Mayor and Council in preparing testimony before the Board of Education and Montgomery County Council.
* * * * * * *

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Mayor and Council at its meeting of ____________

Sara Taylor-Ferrell, City Clerk/Director
Of Council Operations
Good Evening Mayor and Council Members,

I fully support the proposed establishment of an education commission. I agree that having the City of Rockville advocating for our area schools, will help to improve collaboration on planning, programming, and coordination with school communities. I have seen first hand the value of the City's partnership in advocating for Wootton cluster schools. While it is important to advocate for Rockville schools with MCPS and the Board of Education, it is also important to advocate with the County Executive and Montgomery County Council. An education commission would be a powerful voice in support of Rockville schools.

Thank you for your continued support of public education and Wootton cluster schools.

Thank you,
Brian

--

Brian Rabin
President
Wootton High School PTSA
Hello Mayor and Council,

I am writing in support of the proposed Rockville Education Commission. As a parent living in Rockville with elementary school aged kids and as a regular volunteer in PTA and MCCPTA roles, I believe an education commission for Rockville could fill a very important liaison and advocacy gap. In particular, I would like the commission to be empowered make recommendations to the Montgomery County Board of Education, to the State Board of Education, to serve as the primary liaison between the City, County and Board of Education, and work with other governmental, and non-governmental organizations to obtain educational opportunities for the residents of Rockville. Some areas of focus for this commission could include: engaging residents and students to brainstorm topics of interest and solutions to challenges, budget advocacy, advocacy for increased data transparency from MCPS, and PTA collaboration to name a few. Most importantly, the Mayor and Council is very busy with many aspects of Rockville City leadership, a commission allows the appointed members to dive deeper and help the Council stay attentive to the most important education issues facing Rockville residents.

Sincerely,

Wendy Whitaker
524 Bradford Drive
Thank you for you dedicating time at tonight’s meeting to discuss the development of Education Commission for the Rockville City Council. An Education Commission could play an important role in advocating for, and connecting with, our school communities. Many families move to the City of Rockville for our strong schools and communities. It is important that the City help advocate for the progress of our schools, its students, and families. Advocacy through what is a very tumultuous time in public education because of the COVID-19 pandemic that has contributed to loss of learning and social skills due to the pandemic. Our students have entered a school year that looks normal from the outset, but is not.

The Education Commission will play a crucial role in enhancing the quality of education for the students in the city of Rockville and staying better connected with our communities. The lack of such a committee shows not only a deficit in the leadership of our city, but a lack of commitment to the future of Rockville—our youth. The City of Rockville could utilize an Education Commission on a number of issues that are pressing and facing our schools including recommendations about the on-time development of Crown and engagement of our communities, ADA issues, positive school/community relations, school facilities, activities for students, and addressing the bullying occurring in today’s schools.

The City of Gaithersburg already has such an Education Enrichment Committee, and is already working on these issues and it is time that Rockville dedicate resources to public education by creating a Commission to provide stewardship for more than 5,000 families in Rockville whose public safety, economic mobility and access to adequate facilities are intertwined.

Thank you,

Elizabeth Swibel
121 Bullard Circle, Rockville, MD 20850

202-744-6040
swibel@comcast.net
Dear Mayor and Council,

I am writing to offer my support for the creation of an Education Committee.

I believe Mayor and Council would be well served to get regular advice from such a committee. The committee should not function as an alternate PTA/PTSA but should inform the elected leaders of the city on educational topics, and improve city advocacy.

The City of Rockville faces significant issues related to education of students, including upcoming boundary studies for new high schools to the south (Woodward) and north (Crown) of the city that will affect city students and their school district assignments.

I support the composition of the committee to reflect high school cluster and geographic diversity in the city.

Rodney Peele
32 Orchard Way North
Rockville, MD 20854
Dear Mayor and Council:

I am writing in support of the establishment of an Educational Commission for the city. I think it would be advantageous to Rockville residents to have a commission representing both MCPS and private school students and schools in the city of Rockville.

As we’ve seen from previous boundary surveys, sometimes the needs of Rockville students can get overlooked in favor of broader MCPS interests. In addition, private schools are an important part of the Rockville community and need to have a voice within that larger community.

Thank you for your consideration and happy Thanksgiving.

Melissa Scales
103 Dale Dr., Rockville
I have heard the news that the city of Rockville is considering establishing an Education Commission which would include not only public but private schools. Christ Episcopal School in Rockville has been an important part of this city for over 50 years and has educated many children from pre-K through 8th grade in this community. We would love to have a voice on any commission you might create.

Thank you,
The Rev. Meg Ingalls,
Interim Co-Rector
Christ Episcopal Church, Rockville
From: megan dankovich <dankovichml@hotmail.com>
Sent: Monday, November 22, 2021 1:45 PM
To: mayorcouncil
Subject: Please vote in favor of establishing and Education Commission

Hello,

My name is Megan Dankovich and I live at 315 Great Falls Rd., Rockville, MD. I feel it is important to establish an Education Commission and I am writing to ask for the favor of your vote tonight. It is critical that the needs of Rockville students do not get overlooked in favor of the broader MCPS and numerous private school interests.

Please vote in favor of establishing an Education Commission tonight.

Thank you,
Megan Dankovich, M.D.
Dr. Dankovich:

Thank you for contacting the City of Rockville. The Mayor and Councilmembers each received a copy of your e-mail. Thank you for sharing your comments regarding the establishment of an Education Commission. The Mayor and Council welcome public feedback as they deliberate on this topic. We invite you to tune into the meeting. You can watch the live stream of tonight's meeting [here](https://www.rockvillemd.gov/AgendaCenter/Mayor-and-Council-5) starting at 7:00 p.m. The agenda packet for the meeting can be found here. [https://www.rockvillemd.gov/AgendaCenter/Mayor-and-Council-5](https://www.rockvillemd.gov/AgendaCenter/Mayor-and-Council-5)

Thank you again for your continued engagement on this topic.

Have a Happy Thanksgiving.

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**Melissa Wiak, MPA (she/her/hers)**  
Management Assistant/Community Support Advocate  
City Manager's Office  
111 Maryland Avenue  
Rockville, MD 20850  
Direct: 240-314-8106

From: megan dankovich <dankovichml@hotmail.com>  
Sent: Monday, November 22, 2021 1:45 PM  
To: mayorcouncil <mayorcouncil@rockvillemd.gov>  
Subject: Please vote in favor of establishing and Education Commission

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Please vote in favor of establishing an Education Commission tonight.

Thank you,  
Megan Dankovich, M.D.
Dear Mayor and Council,

I am very interested in your proposal for establishing a Rockville Education Commission. As the Head of School of Christ Episcopal School in Rockville, I am eager to participate in initiatives that improve communication between schools and local governments.

In particular, our school has been a strong presence in the Rockville community for over 50 years, and we hope to continue to educate our diverse students for years to come. A collaboration with the city is key to building the ties in our communities and ensuring the success of our children, their families, and our staff.

Please keep us in mind as you consider the proposal. We are here to represent the needs of independent schools in the area and willing to help in any way.

Thank you,
Nicole Stone

Nicole T. Stone, M.B.A.
Head of School
Christ Episcopal School

109 South Washington Street, Rockville, MD 20850
tel: 301-424-6550 fax: 301-424-3516
www.cesrockville.org

CES: Inspiring Minds to Learn, Hearts to Love, Hands to Serve.

Bethesda Magazine 2021 Readers' Pick, A Top Vote Getter
- Best Private School for Music and Arts
To the Mayor and Council, City of Rockville,

I would like to express support for the proposed Education Commission by the City of Rockville, comprising middle school and high school students in Rockville.

As a parent of a current 5th grader in a private independent school who previously attended MCPS elementary schools, I would also encourage the council to consider ways to include private school students in Rockville, like Christ Episcopal School (CES), in the Education Commission. As a pre-school-grade 8 school serving the Rockville community, many students at CES come from local public schools and a portion return to local public high schools, and can provide a perspective on the educational opportunities and challenges students face in this area.

Most students choose to come to CES for its small classroom size compared with the public schools. About a third of families attending CES receive financial aid, and more than half are from diverse ethnic backgrounds. Families in this area juggle with the high costs of living and housing, and may use a combination of public and private schools to complete pre-school and a K-12 education, while saving for the costs of college.

In addition to the proposed role to advocate and represent public school students’ interests in front of the Board of Education, the proposed Education Commission could consider involving students from area public and private schools more broadly such as planning and use of recreational and park facilities, libraries, civic engagement, college articulation and work-study opportunities. For example, CES students, uniquely, use the city as its’ playground and service-learning sandpit. CES middle school students go to the local gyms and city’s sports facilities as part of its daily P.E. program. Many are active after-school in the city’s sports leagues.

I look forward to the establishment of an Education Commission that can involve our City’ students as active participants in city planning and local government in matters that affect their day-to-day activities and learning opportunities.

Sincerely,

Lok Samson

City of Rockville resident
Parent of 5th grader at Christ Episcopal School, and board member
Good Afternoon,

As the parent of two children enrolled at Christ Episcopal School located in downtown Rockville and as a former MCPS parent, I strongly support the establishment of the City of Rockville Advisory Commission on Public Education. If there is anything the pandemic has taught both public and private school parents, it is that our elected officials need input from a broad variety of stakeholders regarding how policy decisions impact the education of our children. With post-pandemic issues in public schools such as learning loss, staffing challenges and limited educational resources, it is extremely important that elected officials hear directly from those who have children enrolled in Rockville City schools (outside of the limited opportunities to offer public testimony before the Board of Education).

Additionally, with both of my children enrolled at Christ Episcopal School, it is important to note that the city's resources and facilities play an integral role in the daily education of our students. For example, our children have physical education classes every day and as part of their curriculum, visit various locations around the City of Rockville on a weekly basis, including parks and other green spaces. Our students also take routine trips to the Rockville Memorial Library, which not only offers a large book selection but also, educational programs for all ages. We also work very closely with our Rockville City first responders to serve as guest speakers for our students. As parents, we are invested in the success of the City of Rockville and believe that the foundation for this success is reflected in how much and how well we tend to the needs of both our public and private school students. The Rockville Advisory Commission on Public Education would give stakeholders the opportunity to ensure that we achieve this goal. Thank you.

--
Runako Kumbula Allsopp
Subject: FW: Support for the City of Rockville Advisory Commission on Public Education

From: Runako Allsopp <runako.allsopp@gmail.com>
Sent: Monday, November 22, 2021 4:23 PM
To: mayorcouncil <mayorcouncil@rockvillemd.gov>
Subject: Support for the City of Rockville Advisory Commission on Public Education

Good Afternoon,

As the parent of two children enrolled at Christ Episcopal School located in downtown Rockville and as a former MCPS parent, I strongly support the establishment of the City of Rockville Advisory Commission on Public Education. If there is anything the pandemic has taught both public and private school parents, it is that our elected officials need input from a broad variety of stakeholders regarding how policy decisions impact the education of our children. With post-pandemic issues in public schools such as learning loss, staffing challenges and limited educational resources, it is extremely important that elected officials hear directly from those who have children enrolled in Rockville City schools (outside of the limited opportunities to offer public testimony before the Board of Education).

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--

Runako Kumbula Allsopp
Hi All,

I’m writing to support efforts to create a commission on education in Rockville. Such a commission could help Rockville families by advocating for adequate sized school buildings and school staff. Montgomery county council too often approves developments that bring in more families without considering the impact on schools.

Thanks,

Ansalan
From: Sember, Gregory M <gregory.semer@montgomerycollege.edu>
Sent: Monday, November 22, 2021 5:59 PM
To: mayorcouncil
Subject: Agenda Item #9 - City of Rockville Education Commission

Dear Mayor & Council,

My name is Greg Sember & I teach with Montgomery College on the Rockville Campus. I just wanted to drop you a quick note on tonight’s agenda concerning the City of Rockville Education Commission. I was really excited to see this item & I think this is an excellent way to bring together voices representing ALL students in Rockville. This would include the public/private school students & certainly Montgomery College as well. Please just take this opportunity with the commission to be a real voice for all Rockville students.

I know you are very busy, so Thank You for considering this email.

Cordially,
G. Sember
January 24, 2022

TO: Rockville Mayor and Council
FROM: Vincent Russo
RE: Comments for Public Hearing on Education Commission 1/24/2022

Dear Mayor Newton and Councilmembers,

Rockville does not need an Education Commission as envisioned in the notice for this hearing and when it previously came before Mayor and Council on November 21, 2021 and November 23, 2020. An Education Commission focused on advocacy would duplicate the functions of our Parent-Teacher Associations (PTAs), Student Government Associations (SGAs), and even the city’s newly created Youth Commission. Furthermore, a new commission would add to the burden on a city staff that already struggles to support existing boards and commissions.

The scope of the Education Commission must not emphasize engagement with MCPS Board of Education (BOE). Our school-based PTAs and SGAs already capably perform this role. Nor has Rockville suffered from ineffective advocacy before the BOE. Indeed, in the last 15 years we have:

- opened a rebuilt Richard Montgomery HS;
- constructed a new elementary school and won a built-out shell;
- added significant capacity and state-of-the-art soccer fields at Julius West MS;
- modernized Maryvale ES and College Gardens ES;
- achieved facility improvements at Twinbrook ES; and
- secured a commitment to build a new Crown HS that will relieve overutilization in nearby schools, including RM.

While there is always more to do, Rockville’s schools are well-resourced and perform on par with the rest of the county.

I am especially wary of an Education Commission involving itself in school boundary changes, often a contentious process for which MCPS has mechanisms to gather community input. Schools within the city boundaries do not serve exclusively Rockville residents, nor do Rockville residents exclusively attend schools located in the city. Thus, a City of Rockville point-of-view, however discerned, may differ from the advocacy positions of our school-based PTAs. What steps can Mayor and Council take to ensure the city does not advocate for positions at odds with PTAs at schools located in Rockville?

Issues surrounding land use and disposition, adequate public facilities, vehicle traffic, and pedestrian safety that arise from MCPS facilities are best handled by existing boards and commissions that have purview over those subjects, e.g., Planning, Traffic and Transportation, Pedestrian Advocacy Committee, etc. These are not educational issues, per se, and therefore do not justify the creation of an Education Commission.

Mayor and Council should also be mindful of the potential burden an Education Commission would impose on our most effective school advocates. Not only would they remain focused on MCPS and the BOE, but they would also be compelled to engage with Rockville’s Education Commission which has no
control over education policy, operations, or capital spending. Rockville residents interested in affecting outcomes are better served by aiming their energy and advocacy toward the Board of Education and the county.

On **November 1, 2021**, the Mayor and Council created a Youth Commission whose duties include:
- Increase community engagement and communications with youth, family, and school systems.
- Seek input from youth on City of Rockville issues and their impact on students.
- Advise on how the City can support school events, initiatives and advocacy needs.

If the Education Commission moves forward as proposed, Mayor and Council must reconcile the overlapping scope with the Youth Commission before either of them gets up and running.

The Boards and Commission Task Force found that staff support for commissions is already stretched thin. Nevertheless, since the BCTF issued its [report](#), the city subsequently created the Community Police Advisory Board, the Youth Commission, and now proposes an Education Commission—all without adding capacity to support these volunteer bodies.

I ask that Mayor and Council reconsider the mandate of the proposed Education Commission and steer away from emphasizing advocacy and engagement with MCPS and the Board of Education. Instead, the city could follow the model of the Gaithersburg’s Education Enrichment Committee and focus on activities like:

- advising on city programs that support schools and learning;
- celebrating teacher and student achievements at Rockville schools;
- organizing appreciation events for school principals and parent leaders;
- recognizing community members and local businesses that support schools;
- promoting city-based service learning opportunities for middle- and high-school students;
- building relationships between Rockville businesses, faith-based institutions, and nonprofit organizations to benefit our schools (e.g., supply drives, clothing donations, fundraisers, etc.);
- overseeing the “Mayor for a Day” contest and MLK Day of Service events.

Before proceeding with creating yet another commission, Mayor and Council should revisit the scope of the Youth Commission and carefully consider whether separate commissions for youth and education are necessary. Above all, our school-based PTAs must remain the primary voice for Rockville schools.

Vincent Russo  
Current MCPS parent, Julius West and Richard Montgomery  
Rockville, MD 20851
From: Jennifer Strohm (President) <president@brespta.org>
Sent: Monday, January 24, 2022 11:35 AM
To: mayorcouncil
Subject: Support for Advisory Commission on Public Education

Good day,

I am writing in favor of the City establishing an Advisory Commission for Public Education as it would help create a stronger, formal link to ensure we continue to have strong schools in Rockville. In addition to helping ensure we have future capacity in our schools to support growth, this Commission could consider helping provide a stronger link between social services for our school families, possibly funding special programs, and addressing challenges brought on by COVID-19.

We are lucky to have some council members who have made education a priority, however we currently have no formal, structured way for the City to engage on education issues. Since Rockville residents report strong schools as being a top reason they move here, it makes sense that we would have this link.

Bayard Rustin Elementary School, which opened in just 2018, is already over capacity due to poor planning. In fact, the boundary study conducted in 2017, was off by 23% in projecting the number of students we would have this year! As a result, our teachers have lost resource space and our students in kindergarten and third grade are learning in packed classrooms during a pandemic. And now MCPS is planning to install portable classrooms next year, in just the fifth year the school is open.

Not to mention every school in Rockville that has been impacted by mental health and economic challenges, lack of bus drivers and teachers, and other very serious issues brought on by COVID-19 and the recent Omicron surge.

We simply need to do better for our students, families and educators, especially given this COVID-19 environment that has now plunged our school system into a state of crisis with two of our Rockville schools (Beall and Twinbrook) on virtual learning.

The City of Rockville, and everyone in Montgomery County, has a part to play in solving our many educational challenges and one step in the right direction is establishing this commission.

Also, I do not see the Commission as duplicative in any way of our PTA work. This would be another group of citizen volunteers advocating on behalf of our families and students and helping to create a deeper connection between the City and County. We need as many voices as possible speaking up for our families and children in Rockville.

---

Jennifer Strohm
President, Bayard Rustin Elementary School PTA, 2021-2022
From: Amy Ackerberg-Hastings, RM Cluster Coordinator <RMCC-3@mccpta.org>
Sent: Monday, January 24, 2022 9:45 AM
To: mayorcouncil
Subject: Public Hearing on Advisory Commission on Public Education

Dear Mayor and Council,

Thank you for the opportunity to submit comments in advance of your next discussion of this proposal. I have tried to put together a few thoughts from my perspective as a former Twinbrook ES parent, member of the Bayard Rustin Boundary Study Advisory Committee (2017), Julius West MS parent, and MCCPTA cluster coordinator for Richard Montgomery HS and its six feeder schools. The PT(S)A leaders from the cluster have not had an opportunity to come together and study the issues involved in forming an Education Commission, so the opinions I state here are my own and not reflective of the cluster as a whole.

In general, the intent to provide additional educational opportunities for Rockville youth through government and community service is laudable. A commission focused specifically on the issues that most directly impact students has potential to be particularly appealing to students. I can see the proposed commission providing a valuable additional voice on issues that uniformly affect one or more groups of students, such as the ongoing challenges posed by the loss of parking at Rockshire Village for Wooton HS. Adults and students could work together on the commission to research the historical and legal background and provide advice to, for example, the City and/or Wooton’s student government. The commission may also be able to partner with schools or organizations—the Black and Brown Coalition, perhaps?—to present public forums on educational activities and topics of wide interest to the public, such as diversity, equity, and inclusion.

However, the commission needs to be structured well so that it does not duplicate the efforts of existing entities, including school and county-wide student government and the PT(S)As. In addition to providing extra eyeballs on educational issues, how would the commission support or extend the work of those bodies? Additionally, a poorly-defined commission could potentially interfere with the work of the PT(S)As or create conflict between communities, since many educational matters involve competing interests and so advocacy related to those matters is complex. I am thinking here mostly of the upcoming Crown HS boundary study. As was the case with the Bayard Rustin ES boundary study, the MCCPTA cluster coordinators at that time will not take positions on specific boundary lines, since different families and communities will have different needs and views on the schools they could attend. Similarly, an Education Commission would need to be careful to maintain neutrality and serve a mediating role as needed, including between communities and MCPS. I can actually envision the commission as providing a very valuable service in disseminating information about boundary study policies and procedures. In what I think/hope will be a once-in-a-generation complicated and emotional process, the area will need all of the thoughtful, sensible, and stable input it can get.

As you can probably tell from all of this hedging language, I do not have a strong personal opinion on whether the City should or should not resurrect the Education Commission. My main point is that such a commission must be clearly defined so that all City residents understand its purpose. Will it be designed to be open-ended, or will it focus on a specific area or topic and work toward the end of accomplishing a goal and becoming unnecessary, as appears to be the case with the previous commission (ca 1982–1992)? I saw in the packet concerns about being able to secure sufficient participation when existing commissions are short-staffed, and I agree that those concerns need to be weighed carefully. The educational aims of the commission may be best addressed by working to increase youth participation in existing commissions.

Thank you for your time and best wishes for your deliberations, Amy Ackerberg-Hastings Richard Montgomery Cluster Coordinator RMCC-3@mccpta.org
Dear Mayor and Council -

I fully support the City of Rockville establishing an Education Commission. This would be a much-needed line of communication with MCPS and provide support for the local private schools, pre-K academies and other educational programs offered in the City.

Additionally - there are opportunities to collaborate with Montgomery College and the Commission could support communication and planning with MC.

I am happy to elaborate and provide detailed suggestions and recent experiences with MCPS, several Pre-K centers and Christ Episcopal School.

Thank you and Happy New Year.

Sincerely,
Ken Sonner
710 Smallwood Road
Rockville, MD 20850

Kenneth A. Sonner
kensonner@msn.com
301/943-5632
Dear Mayor and Council Members,

My name is Dr. Danielle Snowflack, and I am a scientist, educator, and parent. I am writing in enthusiastic support for the formation of an advisory committee on public education in Rockville. While I know that the city does not have authority over the schools themselves, I feel that the Mayor and Council would prove to be strong allies for parents as we advocate for quality education to the Montgomery County Board of Education. Furthermore, an advisory committee can provide insight and analysis into the city plans for new developments through the lens of our school system, advising the Mayor and Council on the impacts of this construction on our schools.

My family and I live in the Hungerford subdivision in the City of Rockville, within walking distance to both Richard Montgomery high school and the Bayard Rustin Elementary School (BRES), where my older son is in Kindergarten. BRES is a brand-new elementary school, having opened in fall of 2018 to alleviate overcrowding in the Richard Montgomery cluster elementary schools. However, we now find substantial issues with overcrowding in our own school. Since last June, we have welcomed over 100 new students for a total of 768 as of Nov. 29. This is now 28 students (over 1 full class) over the school capacity of 740. As a result, many of the classes have become overcrowded, adversely affecting the student's educational experience. While some of this is driven by sales of existing homes, we have also found that apartment buildings (new and old) and new construction are driving the increase in enrollment. There are some creative solutions that we can undertake to welcome the growing population into the school, but we also need to be mindful when approving new developments within boundaries.

Thank you for your time,
Danielle R. Snowflack, Ph.D.

---

Danielle R. Snowflack, Ph.D. (she/her)

Sr. Director of Education
EDVOTEK®
1121 5th Street NW
Washington, DC 20001
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t: 1.800.EDVOTEK (+1.202.370.1500)
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danielles@edvotek.com
www.edvotek.com

Please consider the environment before printing this email.
From: annie stewart <anniestewart54@yahoo.com>
Sent: Monday, January 24, 2022 2:26 PM
To: Sara Taylor-Ferrell
Cc: mayorcouncil
Subject: Re: Support for advisory commission on education

Thank you!

> On Jan 24, 2022, at 2:13 PM, Sara Taylor-Ferrell <sferrrell@rockvillemd.gov> wrote:
> 
> Dear Ms. Stewart,
> 
> On behalf of the Mayor and Council, thank you for your comments on the on the Proposed Education Commission Public Hearing.
> 
> Your comments will be placed into the record and considered by the Mayor and Council as they discuss all the Proposed Education Commission.
> 
> Please continue to follow the City’s website http://rockvillemd.gov/AgendaCenter for more information.
> 
> The Mayor and Council appreciate your comments.
> 
> Thank you.
> 
> Sara Taylor-Ferrell
> City Clerk/Director of Council Operations
> 
> City of Rockville
> 111 Maryland Avenue
> Rockville, Maryland 20850
> Office 240-314-8283
> EFax 240-403-9283
> 
> -----Original Message-----
> From: annie stewart <anniestewart54@yahoo.com>
> Sent: Monday, January 24, 2022 1:56 PM
> To: mayorcouncil <mayorcouncil@rockvillemd.gov>
> Subject: Support for advisory commission on education
> 
> I learned of this hearing after the deadline to submit comments. I’m writing anyway to share my support for the establishment of an Advisory Commission on Education.
> 
> There are various trends impacting the quality of education for Rockville residents. Rockville residents need an advocate to stay on top of these trends and to engage with decision makers in the county and state to ensure Rockville city students still get a high quality education.
> County and City development plans are leading to overcrowding at my child's school, Bayard Rustin Elementary School. Overcrowding reduces the resources available for children when education spaces are lost to make more classrooms. Students also do not get needed individualized attention when the student to teacher ratio is too high. And, students get less experienced teachers when principals are desperate to fill teaching vacancies. This overcrowding will only get worse as the County Council implements Thrive 2050 recommendations to further densify Rockville pike with multi-unit housing.
>
> Transportation plans also impact Rockville students in terms of exposure to pollution and less safe streets for pedestrians. The expansion of 270 will expose more Julius West students to highway pollution. These environmental toxins impact student health and by extension their education (which includes supporting health and well being). This school should be moved away from the highway.
>
> Please do establish the education advisory commission so students have an advocate. Doing so is good for city government since high quality schools attract more families with the economic demographic to attract more businesses and support the tax base.
>
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Please do establish the education advisory commission so students have an advocate. Doing so is good for city government since high quality schools attract more families with the economic demographic to attract more businesses and support the tax base.

Thanks!
From: Chau N <chauv99@gmail.com>
Sent: Monday, January 24, 2022 3:49 PM
To: mayorcouncil <mayorcouncil@rockvillemd.gov>
Subject: Favor of a Rockville Advisory Commission on Public Education

Dear Mayor Newton and distinguished Members of the Rockville City Council,

I am pleased to hear that the City of Rockville is considering establishing an Advisory Commission on Public Education. I am a long-time Rockville city resident of 20 years and proud mom of 3 children who are currently (and will be) going through the public education system in the Richard Montgomery cluster. My husband is also a public school ESOL teacher. I have been involved in various capacities at my sons' elementary schools including volunteering on the PTA board and as a room parent; and previously part of the Principal and before/after school Childcare search committees for what was RMES #5, now Bayard Rustin Elementary School. Thus, I have a vested interest in the quality of the public school system for my and all children.

I am writing in support of the establishment of the Advisory Commission on Public Education within the Rockville City Council, as I know that being a partner in the educational future of our children is essential when considering future developments. For example, our school community was very vocal in not raising the 120% capacity moratorium with the upcoming Twinbrook/Wegman flagship development project. Our Rockville schools and the quality of our children's education should not be compromised without regard to ensuring adequate school space when considering future development, which would inevitably impact future enrollment at current neighboring schools.

Bayard Rustin ES, newly built in 2018 to relieve ES overcrowding in the RM cluster, is already feeling the effects of this enhanced growth with our reaching at or near capacity within a matter of a few short years. Hopefully, partnerships with a newly formed Commission on Public Education can help us avoid future situations of over-enrollment and potentially running out of adequate classroom spaces that we are already experiencing at my son's current school. Thus, I feel that the establishment of an education commission would help create a stronger, more formal link with the Montgomery County Council and MCPS Board of Education to ensure adequate school capacity when supporting new development. This would also help ensure that Rockville will continue to attract future residents because of its reputation for strong and high-quality schools.

Finally, we appreciate the hard work and advocacy that current Council Members have already done in support of our schools. Thank you, Council Member Monique Ashton and others on behalf of our families and students. We hope and look forward to continued partnership.

Sincerely,
Chau Nguyen, MPH
Rockville, MD
King Farm Remarks About a Potential Rockville Education Commission
KFCA President Barry Jackson

I look forward to learning more about the Education Commission from the Mayor and Council. Thank you for the opportunity to weigh in.

First and foremost, I want to express my shock and sadness at what occurred at Magruder High School. I share the entire King Farm community's concern for the student who was shot, and hope that he makes a speedy recovery.

School safety is a top priority of King Farm just as it undoubtedly is for every parent everywhere. I trust that the issue of school safety will be an issue that the Mayor and City Council will make one of the paramount issues of the Rockville Education Commission.

As you consider what the Rockville Education Commission will be further charged with doing, let me suggest what King Farmers hope it involves:

- Weighing in on School District Boundary – as you know King Farm is split down the middle. We believe that our residents should be in one Rockville based school district.
- Two potential schools sited within King Farm – both parks are potential locations for schools. An elementary school in King Farm Park and a Middle School in Mattie Stepanek Park.
- Diversity
- School Safety
- Pedestrian issues
- Resources available to all students including after school care
- School maintenance and temporary structures

The City of Rockville has a lot of risk by not representing the city and it's constituents on what are their wants, needs and concerns for their children.

Rockville should have more of a voice in the MCPS Board of Education and in our children's local schools. I am concerned that as others begin organizing and pushing for changes to our schools that the city of Rockville should have a mechanism to loudly make our voice heard.

I congratulate the Mayor and Council for taking the initiative to create this new Rockville based voice to advocate for our Rockville parents and students. I hope that as they do that King Farm's views and voice are included.

King Farm looks forward to being part of this discussion and helping the Commission have a greater influence on the decisions that impact Rockville schools.

Thank you for listening and for this hearing to shape this important Rockville Education Commission.
Subject: FW: KFCA Comments for tonight's Education Commission hearing before the Mayor and Council

From: President <president@kingfarm.org>
Sent: Monday, January 24, 2022 3:05 PM
To: mayorcouncil <mayorcouncil@rockvillemd.gov>
Subject: KFCA Comments for tonight's Education Commission hearing before the Mayor and Council

Mayor and Council,

I trust you are well.

Here is a copy of the comments that King Farm Citizens Assembly will make tonight on the Rockville Education Commission.

Please let me know if you have any questions or need more information.

Sincerely,

Barry Jackson
President, KFCA
From: Melissa Scales <melissascales1107@gmail.com>
Sent: Monday, January 24, 2022 4:30 PM
To: mayorcouncil <mayorcouncil@rockvillemd.gov>
Subject: Re: Education Commission

Dear Mayor and Council:

I am writing to express support for an Education Commission. My complete thoughts on this issue are below. I ask you to enter these into the public record. I know a number of other people also sent comments on November 22nd, and I ask you to enter those into the public record for today’s hearing as well.

Thanks,
Melissa Scales

On Mon, Nov 22, 2021 at 12:00 PM Melissa Scales <melissascales1107@gmail.com> wrote:

Dear Mayor and Council:

I am writing in support of the establishment of an Educational Commission for the city. I think it would be advantageous to Rockville residents to have a commission representing both MCPS and private school students and schools in the city of Rockville.

As we’ve seen from previous boundary surveys, sometimes the needs of Rockville students can get overlooked in favor of broader MCPS interests. In addition, private schools are an important part of the Rockville community and need to have a voice within that larger community.

Thank you for your consideration and happy Thanksgiving.

Melissa Scales
103 Dale Dr., Rockville
Attachment 10.b: Public Education Exhibits (4017: Adoption of Resolution to Establish Education Commission)
MAYOR AND COUNCIL OF ROCKVILLE
ROCKVILLE, MARYLAND

MEETING NO. 02-22

AGENDA ITEM NO. 9

PUBLIC HEARING ON
PROPOSED EDUCATION COMMISSION

Monday, January 24, 2022
PARTICIPANTS:

Mayor and Council:

BRIDGET DONNELL NEWTON, Mayor
MONIQUE ASHTON, Councilmember
BERYL L. FEINBERG, Councilmember
DAVID MYLES, Councilmember
MARK PIERZCHALA, Councilmember

Staff:

CYNTHIA WALTERS, Acting City Attorney
ROBERT DiSPIRITO, City Manager
SARA TAYLOR-FERRELL, City Clerk/Director of Council Operations

Speakers:

JEROME PRICE
Resident

BARRY JACKSON
President
King Farm Assembly

STEVEN VANGRACK
Resident

WENDY WHITAKER
Resident

MARISSA VALERI
Resident
PARTICIPANTS (CONT'D):

VINCENT RUSSO
Resident

JENNIFER STROHM
President
Bayard Rustin Elementary School PTA,
2021-2022

* * * * *

 Packet Pg. 97

Attachment 10.c: Education Commission Public Transcript (4017 : Adoption of Resolution to Establish Education Commission)
MR. PRICE: All right, my name is Jerome Price and my wife and I are both educators, and we live in the Rockville Community with our nine month old son, Jerome Jr. I'm a former history teacher who enjoyed an amazing teaching career in our Rockville schools. I taught sixth grade World Studies and eighth grade United States history of Julius West Middle School before moving up to Richard Montgomery High School to teach advanced placement US History, Honors US History, and African-American History. I also found it be Jaguar Scholars leadership program that began at Julius West, and expanded to Richard Montgomery High School supporting our African American and Latin X students, in addition to the Twinbrook elementary school students we mentored. The program continues to run today with strong support and student membership. Currently, I serve students within Montgomery County Public Schools, as a high school assistant principal and I'm favor of our city implementing an education.
As a teacher at Julius West and Richard Montegomery, I routinely took our student leaders on field trips to Rockville City Hall and our County Council office build. For me, it was important for the leaders of tomorrow to meet and learn from the leaders of today. My students gained value insight in engaging with many local government leaders. A field trip opportunity encouraged one of my students to personally write to the mayor and council about an issue that was happening on her block. She received a response and the issue was addressed.

It is that level of input, engagement and support we should want for all of our students. The work of an education commission will bridge the divide and amplify the support for our local school communities. There is one thing that I know for sure: bridging the gap between our local public schools and our local government is essential. Our students need to know that our local government can be an effective vehicle of change and support in their educational
experience. When I learned that an education committee was being proposed for Rockville, my face lit up with pride.

In Rockville, our school are strong, our schools are diverse, our schools are extraordinary, and could really benefit from the work of an education commission. The educational experiences of our Rockville students will be strengthened by the intentional work of an education commission. A local Rockville education commission that collaborates with our Montgomery County Board of Education is the engine we need to ensure that our students and community have a voice in their education. In the past three years, public education has had to reckon with the myriad of challenges, including but not limited to, a global pandemic, period of racial reckoning and ongoing threats to securing our nation's democracy with the vote. Now more than ever, our community must have a platform to engage on the topic of public education and sense of unique and everchanging needs of our amazing K through 12
students.

I strongly encourage to approve and implement an education commission for our Rockville community. Our community would greatly benefit from such a body and our students deserve it. Thank you for your time and consideration.

MAYOR NEWTON: Thank you, Mr. Price, and thank you for your work at JW and Richard Montegomery, and especially for starting the Jaguars Scholars Program. That is a wonderful program. So thanks much. We miss you in our -- in those schools. I know you're still in schools, but we miss you. Next...

MR. PRICE: Thank you very much.

MAYOR NEWTON: You're welcome. Next up is Barry Jackson, President of the King Farm Assembly. Welcome, Mr. Jackson.

MR. JACKSON: Thank you, Mayor and members of the council. I'm Barry Jackson. I'm the King Farm Assembly president and I look forward to learning more about the education commission from the mayor and council. Thank you for the
opportunity to weigh in. First and foremost, I want to express my shock and sadness at what occurred at MaGruder High School. I send the King Farm community concern for the student who was shot and hope that he makes a speedy recovery.

School safety is a top priority for King Farm, just as it evitable is for every parent everywhere. I trust the issue of school safety will be an issue that the mayor and city council make one of the paramount issues of the Rockville education commission.

But as you consider what the Rockville education commission will be further charged with doing, let me suggest what King Farm hopes it involves. Weighing in on school district boundaries, as you know, King Farm is split down the middle. We believe that our residents should be one Rockville school-based school district. Two potential sites are situated within King Farms. Both parks are potential locations for schools: an elementary school in King Farm Park and a middle school in Mattie Stepanek Park.
Diversity, school safety with the assurances -- resources available to all students, including after school care, are all really important to us (audio skip) school maintenance, and temporary structure. The city of Rockville has a lot of residents not represented by the city and its constituents all their wants, need and concerns for the children. Rockville should have more of a voice in the MCPS Board of Education, and their children's local schools. I'm really concerned that, as other begin organizing and pushing for changes for to our schools, that the City of Rockville should have a mechanism to loudly make our voices heard.

I congratulate the mayor and council for taking the initiative to create this new Rockville based voice, to advocate for our Rockville parents and students. I hope that, as they do, that King Farms' views and voice are included. King Farms looks forward to being part of this discussion, and helping the commission have a greater influence on the decisions that impact Rockville.
schools. Thanks you for listening, and this
hearing for this important Rockville education
commission. Thank you.

MAYOR NEWTON: Thank you, Mr. Jackson.

Next up is Mr. VanGrack, to be followed Wendy
Whittaker and Marisa Vareli. Welcome, Mr.
VanGrack.

MR. VANGRACK: Good evening, can you
hear me?

MAYOR NEWTON: Yes, sir.

MR. VANGRACK: Oh, good. Thank you. I'm
Steve VanGrack. I reside 401 King Farm Blvd. And I
want to begin tonight by telling you I give
complete and full support to the testimony you
just heard from Barry Jackson on behalf of the
King Farm Assembly. He is superb leader of an
extremely well run, and the largest residential
community, in Rockville. I'm here primarily,
however, as chair of the Boards and Commissions
Task Force, as I'm sure as you all recall.

You also probably remember that we
proposed three new commissions. That was back in
October of 2019, to the prior mayor and council.

And when we did so, we advocated a commission on public safety, a youth commission and an education commission. And if you'll allow me to briefly quote two sentences from the report of the commission, page 41, we said, "Montgomery County Public Schools and Board of Education are responsible for education of students in Rockville. And over the years, there have been many, numerous, disagreements. Some of these challenging areas have included: Transportation, school boundary changes, student capacity, and school locations, just to name a few." End quote.

At that hearing, we were supported by many citizens, who stood up to testify, including two of them who now sit on this mayor and council.

In December 2019, I spoke to this mayor and council, and I said, and I'm again quoting, "It is extremely important to have the added resources of City Hall to enhance our children's educations." And I further said that this mayor and council should immediately commence action to
create an education commission. We have in Rockville, there is some question of some of these, but at least four high schools, six middle schools and over twenty elementary school, special education schools all in public education. We also have many small, and some large, religious and private education schools. We also have the fifteen thousand students at the Rockville Campus...

SPEAKER: Thirty-seven thousand.

MR. VANGRACK: Of Montgomery College that are diverse, prestigious and affordable college. In Rockville, I know we come together for our children and for education. I strongly believe an education commission will serve all of our children very well. Thank you.

MAYOR NEWTON: Thank you very much, Mr. VanGrack. Next up is Wendy Whittaker, to be followed by Marisa Valeri and Vincent Russo.

Welcome, Ms. Whittaker.

MS. WHITTAKER: Good evening, Madam Mayor and council members. Thank you for the
opportunity to provide comments and support of the proposed education commission. My name is Wendy Whittaker. I've lived in the Woodley Gardens West neighborhood for eleven years. My kids are in third and fourth grade. I'm currently the PTA President for Bell Elementary School and I have the support of the PTA board in my speaking with you in favor of the commission this evening.

There are three reason I would like to highlight for why an education commission would be valuable. One, advocating for education is always a priority. Two, you have a unique role to help us advocate. And three, you can elevate the diverse voices of our community. Wearing my PTA hat, I can tell you that families with school age children are struggling under the uncertainty of covid, the pressure and worry of learning loss, the support needed to retain teachers, staff, bus drivers during some of the toughest times. As with most things, families are impacted in different ways and it's hard to find a one size fits all solution.
However, we all want safe and successful education for our children. Some of the things our PTA cluster in Rockville has been advocating for include: clear communication from MCPS regarding covid testing and decisions to go virtual, additional roles in the schools of reading specialists, classroom monitors, paraprofessionals and lunch hour aides. We really need innovation and strategy for increasing the appeal of employment in MCPS, improved access to transportation, consistent emotional learning curriculum, and enhanced virtual summer programs. We have priorities and we would love to partner with an education commission about how we all contribute to the advocacy for solutions. You have a unique ability to leverage relationships with fellow community members and the Board of Education and MCPS roles. Outside of MCPS, an education commission can serve community learning as well. It can help inform the members of the council and partner with you to advocate for community learning opportunities for all.
Wearing my neighborhood hat, there is so much opportunity for the commission to identify ways to creatively make learning and development connections more accessible to Rockville residents. You understand the make-up of our neighborhoods and the impact of issues unique to our city. Something that I wish that was easier to do, even in the PTA structure, is to elevate the voices of underrepresented groups and under resourced families. When you engage students as members of this commission and community representatives, it's so important to strive for to the backgrounds to reflect the diversity of our student bodies and families. It could be a vehicle to elevate those diverse voices in Rockville. If you piece together commission members who know the issues firsthand, with members who know resources to leverage, with members to help -- to work -- the work to run well, you could have a really effective new commission. It could provide critical value to parents, students, staff.

Additional engagement with community members on
continuing education, and elevation of underserved Rockville voices in decision around education.
Thank you.

MAYOR NEWTON: Thank you very much, Ms. Whittaker. Next is Marisa Valeri, to be followed by Vincent Russo and Jennifer Strohm. Welcome, Ms. Valeri.

MS. VALERI: Evening, Mayor and council.
I'm here in a personal capacity. As a parent of an eighth grader at Julius West Middle School, I would like to express my strong support of the creation of an education commission. Even if I did not have a school age child, I would still support creating this commission, because it fills a gap within our governmental structure and provides a dedicated space for Rockville community members on educational issues. As a community member, I support an accessible space to raise school issues that we believe our city should advocate for.
With the Board of Education, or county council, or even the state, creating the commission ensures the community has a place to talk about issues.
that are affecting schools and our students, and a way to share these issues with the mayor and council.

Some may raise the issue the PTAs and PTSAs are already doing this work. Unfortunately, some parents may be intimidated or may feel not welcome to participate. PTAs have a lot of their plate, especially right now, and they may not have the ability to advocate on every issue that is important to the school community. Also, education is not just an issue for parents with children in school. It is a community issue. A commission can provide the opportunity for individuals to bring forward important educational issues, such as pedestrian safety and food insecurity. There could be a designated member of the PTA of a handful of public schools in Rockville, to enhance communication and foster greater collaboration. The commission could begin or end meeting with an open forum for concerns from the community. The possibilities are endless.

Continuity is another important reason.
Creating this commission would ensure needed
continuity, since PTAs change officers and members
as students move on to the next school. While
people may move on, the issues do not move on.
They remain the same until something is done about
it. An education commission can facilitate
important discussions on long-range issues like
capital improvements in schools and support for
families and children in need. I would also like
to note that if we truly engage city students and
young people, we should do so in a meaningful way.
Creating a student or youth member on all
commissions and committees would be true
investment in young people. Finally, we need to
invest the time, money, energy and resources that
are necessary to ensure than an education
commission is successful. Indeed, all boards and
commissions should be properly staffed to
facilitate the level of work that is expected.
I am hopeful that during the current
budget process, any additional staff needed are
funded. This, too, reflects our city's investment
in the community and our issues. In the saying, "many hands make light work," is definitely applicable here. Our community can only benefit from more people engaged on educational issues. Thank you.

MAYOR NEWTON: Thank you very much. Next up is Mr. Russo. Welcome Mr. Russo.

MR. RUSSO: Good evening, Mayor Newton and councilmembers. I am Rockville parent with children attending Julius West and Richard Montegomery High School. I do not support creating an education commission that has a primary focus on engagement and advocacy with the Board of Education. Our PTAs, our student government associations, already capably perform this role, so there really is no void to fill here. In just the last fifteen years, Rockville has seen a rebuild to Richard Montegomery, constructed a new elementary school, modernized Maryvale and College Gardens, built a new wing at Julius West, and recent saw some facility improvements recently at Twinbrook, and in 2026 a new high school is going
to open to address overutilization at Richard
Montgomery and Wooten, as well.

There will always be more to do, but
Rockville schools have not suffered from
inattention, because of our affective advocacy on
the part of our PTAs. We must also remember that
schools within the city boundaries do not serve
exclusively Rockville residents. Thus, the city of
Rockville point of view, as discerned by the
commission may differ from the advocacy positions
of our school-based PTAs. What steps would mayor
and council take to ensure that the city's
advocacy is not at odds or undermines our
school-based PTAs? And, in particular, the city
should stay out of boundary discussions. Those --
the county, Montgomery County Public Schools has
an elaborate process for soliciting input on those
and the city really has no role there. Just a few
months ago, this body created a youth commission,
and among the duties it assigned was increasing
community engagement and communication with school
systems, seeking input on issues that impact
students, advising on school events and advocacy needs.

I ask how the education commission would be different from that? And perhaps having one commission focusing on youth and education would be a better way to go. I'll remind the council that the Boards and Commission Task Force also found that support for commissions is stretched thin. So, and since then, that report that came out, we've created a community police advisory board, a youth commission and now proposing an education commission without really adding to the capacity to support these volunteer bodies. I ask instead that the council steer away from emphasis on advocacy and follow the model that Gaithersburg uses for its education enrichment committee. And, you know, with a focus on advising on city programs that support learning, organizing appreciation event and recognition, and building relationships between civic actors, businesses, faith-based institutions, non-profits to support the schools. And to stay away from trying to
discern a Rockville point of view when it comes to our schools and allow our PTAs to continue the excellent job they are doing. Thank you.

MAYOR NEWTON: Thank you. Next up is Jennifer Strohm. Welcome, Ms. Strohm.

MS. STROHM: Thank you. Good evening, Madam Mayor and City of Rockville councilmembers. My name is Jennifer Strohm and I am the mother of a sixth grader at Julius West and a fourth grader at Bayard Rustin Elementary School. I am also honored to serve as the president of the Bayard Rustin Elementary School PTA this year. I'm testifying in support of the city of Rockville establishing an advisory commission on education.

As we've all seen, especially in these last few weeks, our schools are in crisis. And it will take every one of us to help address the significant challenges that Covid-19 has brought us. And this includes: lack of bus drivers and teachers, school safety, learning loss, as support for children and families who are suffered social and emotional challenges and so much more here in
our city. At Bayard Rustin, our newest elementary school in Rockville, we opened just four years ago, and we are already over capacity. Our acting principal, staff and teachers have worked so hard to ensure our kindergartens and our third graders, who are learning right now in extra-large classes during a pandemic, are receiving extra support. But we simply can't continue to add more students without ensuring we have room in our schools. And what is most worrisome, as you know, we have the new Tower Oaks community opening and other new developments in the pipeline that will bring even more students to Bayard Rustin. We have a very active group of parents working to address this and other issues with MCPS, but we simply need more help.

This commission will provide additional citizen voices, and help guide city engagement, to not just keep Bayard Rustin great, but all of our schools in the city great. And it would not duplicate the efforts of our PTAs. We are lucky to have some members of the mayor and council who are...
advocating for our children, families and educators right now. And we thank you. But the city of Rockville needs a sustainable and more structured way to represent the interests of our students, families and educators. In solving our challengers that we are experiencing now, and that we will undoubtedly encounter in the future. This advisory commission on education is a big step in the right direction. Thank you.

MAYOR NEWTON: Thank you very much, Ms. Strohm. That concludes the list of the speakers who signed up to speak tonight. We also have written comments. There's a list in the brief book, but there were many, many more that came in later and will be added to the public record. Thank you all very much for sharing your opinions with us, and I look forward seeing this on the agenda very soon. Comments, councilmembers?

COUNCILMEMBER ASHTON: I want to thank all of the perspectives that came from our community. I read every one of your emails and
listens to comments and took notes. (audio skip)

kinds of walks of life and experience. I do
support an education commission. I think that it
will help support engagement. I believe that our
schools represent big microcosms of our city. I do
know that there are, sometimes, students from
other areas but I do know the role of advocacy
needed. Oftentimes, where our council is contacted
by some members of the community, and we do have
great supporters of our schools on council now. I
think the education commission will ensure there
is sustainable connection and that there are
points throughout the year where we can add to the
voice and support our principals, and our PTAs,
both for our public and our private schools, to be
engaged and to better coordinate city programming.

I will also note that I have heard from
several principals, who didn't formally testify,
but thank you for making that call. Thank you to
the city for getting involved and advocating. And
some of the things that we've helped on have made
a tremendous difference. I just want to make sure
that there is sustainable structure, someone
mentioned, in place, no matter who's on mayor or
council, this city is doing this as a matter of
practice. That we help advocate, support and
engage our communities for the long term. And I
also just wanted to suggest that this comeback to
mayor and council for discussion and possible
introductions.

MAYOR NEWTON: Thank you. Councilmember
Feinberg.

COUNCILMEMBER FEINBERG: Sure. I'd like
to share that as I do not have anybody in the
schools at this point, clearly, that is also the
seniors and having attended the senior citizens
commission meeting this past week, seniors, too,
are equally concerned about the education of our
grandchildren, and that they truly are the leaders
of the future, and we need broad-base advocacy.

Another item I would like to point out
is that the advocacy not only is for the MCPS
project, but for also for those axillary services
that serve all students in the broader educational
purpose, including but not limited to: our public libraries, that are in Montegomery County government, our school health services that are in the Department of Health and Human Services, and certainly serve the students and staff in MCPS educational facilities, the crossing guards that are in the police department in MCPS, as well as other specialized programs such as Link It To Learning, High School Wellness Centers and the George P. Thomas Learning Centers. There are a variety of supports, and these too are equally important in the advocacy in the broader subject of education, so I'd like to echo my support for the education commission, not just as for MCPS, but as a colleague Councilmember Ashton said, for those students attending private schools, or for those students who live in the city of Rockville but may attend schools outside of our boundaries.

Thank you.

MAYOR NEWTON: Thank you. And let's not forget parochial schools as well. Councilmember Dr. Miles.
COUNCILMEMBER MILES: Thank you, Madam Mayor. I apologize on the offset, our little one is having a meltdown upstairs. But I do want to thank, as my colleague said, all those who shared testimony in both the verbal and written form. I, as a general rule, support advocacy, and as it -- with regards to education commission, coming here, not having a child, show up to a PTA, I was looked at pretty weird. I just want to make sure I had a background check and everything.

My interest, being a pediatrician, certainly to make sure that I had a voice in the room advocating for the safety of children. I think this commission could provide some venue for people who don't have children, as Councilmember Feinberg pointed out as well. However, I do think we need to think very carefully about what sort of guidelines, let's call them constraints per se, but I would not want this to be a vehicle for people to voice, you know, bigoted remarks about other. We have seen what has happened in other parts of the country when people disagree about a
school board decision. We even saw, more recently, when even the discussion of brown view changes occurred. It's very painful and difficult discussions being had, very nasty words being used, so making sure we have a safe space for people to voice legitimate, non-bigoted concerns is something I think we should look at, among other things that were brought up in terms of considerations to make this commission, if it goes forward, a success. That's all I have. Thank you.

MAYOR NEWTON: Thank you. Councilmember Pierzchala.

COUNCILMEMBER PIERZCHALA: Thank you, Madam Mayor, and I wish to thank the several people who came up and spoke, no matter what your opinion. I really, first of all, want to mention that this mayor and council, previous mayor and council, all mayor and councils I've been on, that Mayor Newton has been on have -- you know, we've been advocating all along, so it's not a new thing for this body. And we've been very effective, you know, we've had a number of modernizations, and,
for example, College Gardens. It wasn't just that they modernized, they torn down the whole building and built it back up, added a lot of capacity. Saint Maryvale, and others. Rockville High School was built, Richard Montegomery was rebuilt. You know, so, we have had success in advocating.

This mayor and council and the previous mayor and councils have contributed also in other discussions, expanded for all purpose rooms, for example, by contributing money. So we, it's not that mayor and council has not been active. We've been very active. I will say that any education commission has to be very careful on what its purpose is and how it operates, how it gets opinions, how it forms a Rockville position. I'm not sure how an education commission can form a Rockville position on many issues. So I think it's going to be very interesting discussion. I think, as Madam Mayor said, it's going to be the devils in the details If we want this to work, we got to get it right on what we ask it to do. Thank you.

MAYOR NEWTON: Thank you. Councilmember
Ashton.

COUNCILMEMBER ASHTON: I just wanted to also share, you know, I am someone who has had children in the school system. I am someone who has been a PTA leader and a cluster coordinator, and I do really appreciate the work Rockville has done in the past. I have also longed for a more regular touchpoint, or something that was more structured, as a way to share updates on what was going on in the school system, the challenges we were having, and know that, as a PTA leader, we definitely go through the advocacy channels that we have, but we also know that it takes a lot to move things, so if we can have regular touchpoints at various points in the year, and I think we need to be careful not to make it onerous, but touchpoints where we actually engage. I think that would be very helpful.

There are other commissions that I have attended, also, that have said I would love to interact and engage with the schools and have more formal connections. I think that's another way to
support our other commissions. I would also note that we have commission that weigh in or provide white papers and input to mayor and council for a variety of different ways to weigh in at the county level and the state level, where we may not even have jurisdiction. But we listen to the commissioners, to take their perspective, and then mayor and council decide, you know, what is the position of the city. And we are the formal voice of the city. But those commissions, committees, et cetera are really important for us to have a touchpoint, a regular structured touchpoint, to know what's going on in the community and to see how we can help. And I do hope, I don't know, Madam Mayor, if this is the time to say whether we can bring this back for discussion and introduction, or if you want to wait for agenda review or not, but I strongly encourage us to put this on the agenda for a vote.

MAYOR NEWTON: And I support that last comment. I think under agenda review tonight, which I just checked my agenda, and do we do have
it, I think we could, with enough votes, get it on a specific agenda. That's generally what it takes. And I think there are some issues to be worked out. As Councilmember Pierzchala said, the devil is in the details. The green sheets tonight were really geared to the youth commission, but I think so really good points were made that, you know, this is a lot on staff. But back when I was involved as a citizen, as a resident, being involved in things, we didn't have staff at all of our meetings. And so maybe that's something we ought to look at. How that was grown in extra workloads, and what not, and that can be a part of our conversation when we do bring this back. But I think it gives a voice to those who may not have a voice, those who attend our private and parochial schools. MCPS doesn't represent those who home school. Those who are so busy working that they cannot be involved in the PTA. We have disenfranchised members of our community who need a voice.

When I was bringing the trash and
recycle cans back tonight, I ran into, I like to call them 'the ladies who walk,' we have four or five ladies in our neighbor who walk together a couple times a day, and you know, I brought this up to them. Several of them are former educators, I guess once an educator, always an educator. They thought it was a fantastic idea. And so, I think that there is support for something like this in this city, and I look forward to that conversation. Thank you all. All right, we will now move to agenda item ten, which is introduction and possible adoption of an ordinance to require all city contractors who are required to enter a city facility and perform a service or deliver a good, that brings them into close proximity (audio skip) city staff, officials, and members of the public, to provide proof of a Covid-19 vaccination before entering a city facility, to require all members or city boards, commissions and task forces who are required to enter city facility in their capacities as a member or commissioner to provide proof of the Covid-19 vaccination before
entering a city facility. And three, I should put my glasses one, I think that's eyes -- to permit any party that leases a city facility to require their patrons and guests to provide proof of Covid-19 vaccinations before entering the leased city facility. And welcome, I guess this is Mr. DiSpirito. Welcome, Mr. DiSpirito.

MR. DI Spirito: Thank you, Madam Mayor and members of the council. Thank you for that introduction. Dr. Lando, our emergency manager, a little bit earlier this evening, did a pretty nice job, I think, of painting the picture, currently, with respect to the pandemic. Well, it's thankfully, some of the numbers are beginning to level off. There is no doubt that we are still in the thick of it with this pandemic. And the state of Maryland, as of mid-January, there have been more than 861,000 cases of Covid-19, more than 12,100 deaths recorded in Maryland. Hospitalizations and rolling daily positive rate are at levels not seen since the peak at the beginning of the pandemic in 2020. Recognizing the
importance that being vaccinated has on reducing an individual's risk of contradicting and transmitting the virus that causes Covid-19, mayor and council, during their October 24, 2021, adopted a resolution that recognized the vaccine and vaccinations remain the most effective way to mitigate Covid-19 hospitalizations and deaths. That resolution required that, by November 15th of last year, that all city employees would be required to have received the single dose of the Johnson & Johnson vaccine, or both doses of the Moderna or Pfizer Covid-19 vaccine.

Additionally, the resolution called for all employees, including seasonal, temporary and part-time employees to be required to receive any additional does, in other words, booster shots, of the vaccine, in a manner and schedule with current CDC guidelines. So that has been pursued. Mayor and council then asked staff to bring recommendations regarding safety and vaccination recommendations pertaining to contractors hired by the city, who also address city boards and
commissions and task forces, our viable volunteer work force provided by our residents, as well as to address those who lease city facilities and property. With respect to contractors, the city recognizes that many of our contractors and their employees, they often work in close proximity to city employees, potentially.

(Whereupon, the HEARING was adjourned.)

* * * * *
CERTIFICATE OF NOTARY PUBLIC

I, Carleton J. Anderson, III do hereby certify that the foregoing electronic file when originally transmitted was reduced to text at my direction; that said transcript is a true record of the proceedings therein referenced; that I am neither counsel for, related to, nor employed by any of the parties to the action in which these proceedings were taken; and, furthermore, that I am neither a relative or employee of any attorney or counsel employed by the parties hereto, nor financially or otherwise interested in the outcome of this action.

/s/ Carleton J. Anderson, III

Notary Public in and for the Commonwealth of Virginia
Commission No. 351998
Expires: November 30, 2024
EVALUATION PROCESS AND CRITERIA FOR NEW BCTFs

1. Process for BCTF applications, evaluations, and initial setup
   a. Open application for new BCTF on COR website and other city communication
   b. Applicant submits application to City Clerk
   c. City Clerk reviews application and forwards for consideration if application meets defined criteria
   d. Questions/idea for task force: should there be a group or task force that is convened periodically (e.g., every 6 months or 1 year) to review applications for new BCTFs and review performance of existing BCTFs? In this case, the flow would be Application>City Clerk>Evaluation Task Force “ETF”>Mayor and Council
   e. City Clerk and ETF decide:
      i. Whether to recommend application to Mayor and Council for consideration
      ii. How the new organization should be initially structured (task force, commission, advisory board, board)
   f. Following City Clerk and ETF recommendation, Mayor and Council approve, deny, or suggest changes required for approval
   g. Once approved, City Clerk, representative from ETF, or other designated person guides new organization through setup process

2. Proposed criteria for new BCTF
   a. Criteria should help evaluate:
      i. Whether a new BCTF should be established, and why
      ii. The BCTFs scope of work and objective
      iii. How the new BCTF should be organized, including (1) whether it should be a board, advisory board, commission, or task force, (2) how many members, (3) level of expertise of members
      iv. Appropriate level of knowledge of governance required for the BCTF
      v. Appropriate level of city resources that should be committed to the BCTF
   b. Proposed criteria are listed in Table 2b below. Table 2b is not a proposed application. Once we agree on the process and criteria, these criteria can be converted into a user-friendly application.
   c. The criteria are categorized using the categories from the proposed evaluation criteria for existing BCTFs. We are not proposing to maintain these categories in the application for new BCTFs, but feel it is important to reference these categories in this document to ensure we are covering all the areas we need to evaluate
<table>
<thead>
<tr>
<th>REFERENCE CATEGORY FROM EVALUATION CRITERIA (internal use only)</th>
<th>APPLICATION QUESTION(S)</th>
<th>HOW TO EVALUATE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Requirement</strong></td>
<td>Is a new BCTF required by city, state or federal law, grants, or other funding sources? Add supporting references and/or documents.</td>
<td></td>
</tr>
</tbody>
</table>
| **Relevance**                                                | What is the purpose of the BCTF? Why is the proposed BCTF relevant to City government and other stakeholders, including:  
   i) The Mayor and Council  
   ii) City staff (including the staff liaison to the BCTF)  
   iii) The public  
   iv) Businesses |                 |
|                                                               | How does the BCTF present an opportunity to obtain funding or something positive for the city? How does the BCTF address a clear need or opportunity?  
Is the need or opportunity a short term needs or long-term need? |                 |
|                                                               | How does the work of the proposed BCTF overlap with any existing organizations, including existing COR BCTFs?  
Can this work or need be addressed by an existing organization? Why or why not? |                 |
| **Effectiveness**                                            | What is the proposed mission of the BCTF?  
What is the proposed Scope of Work and deliverables of the BCTF? |                 |
|                                                               | What is the proposed authority of the BCTF? Explain.  
i. Decision-making  
ii. Advisory  
iii. Workgroup for projects and initiatives  
iv. Address a specific short-term need |                 |
|                                                               | What criteria should be used to judge the success of the new BCTF? |                 |
| **Diversity**                                                 | How will the BCTF impact diversity and specific demographic groups? |                 |
### Application Question(s)

**Operations**

- How should the BCTF be structured?
  - i) How many board members
  - ii) Subcommittees

- Level of expertise required of members

- What resources from the City or other organizations are required?

- Will a representative from Mayor or Council be required?

**Transparency**

- How will this BCTF communicate its activities and progress?

- How will the BCTF interact with the public?

### Next Steps for BCTF

a. Review and edit sections #1 & #2 above
b. Add recommendations for how criteria in section #2 should be evaluated
c. Develop an outline for the Initial Setup process once new BCTFs are approved
Subject
Vacancy Report/Hiring Freeze Status

Recommendation
Staff recommends that the Mayor and Council review and discuss the Vacancy and Hiring Freeze Report of positions that were open as of February 28, 2022.

Discussion
The attached reflects all open positions with totals by funds ending February 28, 2022.

The Gross Personnel Savings category shown on the attached report for each position represents the portion of the FY22 adopted budget, including salary and benefits, that covers the number of days the position has been vacant in FY2022.

Mayor and Council History
The vacancy report was created in response to a Mayor and Council request during the FY2015 budget process. Since that time, staff has provided the Mayor and Council with reports.

Attachments
Attachment 11.a: FY22 February Vacancy and Hiring Freeze Report (PDF)
<table>
<thead>
<tr>
<th>Department</th>
<th>Cost Center</th>
<th>Working Title</th>
<th>Grade</th>
<th>% General Fund</th>
<th>Position Vacancy Date</th>
<th>Status of Positions Open Over 90 Days</th>
<th>Days Open</th>
<th>Days Open FY2022</th>
<th>FY22 Adopted Budget</th>
<th>Gross Personnel Savings</th>
<th>Number of Positions</th>
<th>Subject to Freeze</th>
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</thead>
<tbody>
<tr>
<td>City Attorney's Office</td>
<td>Office of the City Attorney</td>
<td>Senior Assistant City Attorney</td>
<td>AD120</td>
<td>100%</td>
<td>1/31/2021</td>
<td>On hold pending release</td>
<td>393</td>
<td>242</td>
<td>$146,110.00</td>
<td>$96,872.93</td>
<td>2</td>
<td>N</td>
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<tr>
<td>City Manager's Office</td>
<td>Graphics and Printing</td>
<td>Graphic Specialist</td>
<td>AD108</td>
<td>100%</td>
<td>1/19/2022</td>
<td>On hold pending release</td>
<td>40</td>
<td>40</td>
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<td>Administration</td>
<td>Assistant to the City Manager - DEI</td>
<td>AD114</td>
<td>100%</td>
<td>7/1/2021</td>
<td>Second round interviews</td>
<td>242</td>
<td>242</td>
<td>$112,040.00</td>
<td>$74,284.05</td>
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<td>Administration</td>
<td>City Hall Facilities Specialist</td>
<td>AD105</td>
<td>100%</td>
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<td>On hold pending release</td>
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<td>89</td>
<td>$41,640.00</td>
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<td>City Manager's Office</td>
<td>Cable TV/Telecommunications</td>
<td>Digital Engagement Specialist</td>
<td>AD107</td>
<td>100%</td>
<td>7/1/2021</td>
<td>Position being Readvertised</td>
<td>242</td>
<td>242</td>
<td>$78,400.00</td>
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<td>City Manager's Office</td>
<td>Graphics and Printing</td>
<td>Cable Television Executive Producer</td>
<td>AD108</td>
<td>100%</td>
<td>12/1/2021</td>
<td>Interviewing</td>
<td>89</td>
<td>89</td>
<td>$98,740.00</td>
<td>$24,076.33</td>
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<td>N</td>
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<td>City Manager's Office</td>
<td>Website &amp; Intranet</td>
<td>Communications Manager</td>
<td>AD115</td>
<td>100%</td>
<td>11/19/2021</td>
<td>Interviewing</td>
<td>101</td>
<td>101</td>
<td>$127,120.00</td>
<td>$35,175.67</td>
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<td>Finance</td>
<td>Revenue</td>
<td>Utility Revenue Specialist</td>
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<td>10%</td>
<td>1/10/2022</td>
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<td>49</td>
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<td>$1,059.21</td>
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<td>Housing and Community Development</td>
<td>Housing Programs</td>
<td>Senior Housing Policy Analyst</td>
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<td>100%</td>
<td>11/22/2021</td>
<td>Interviewing</td>
<td>98</td>
<td>98</td>
<td>$128,460.00</td>
<td>$34,490.63</td>
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<td>N</td>
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<td>Human Resources</td>
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<td>Talent Acquisition and Professional Development Manager</td>
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<td>100%</td>
<td>4/2/2021</td>
<td>Reviewing Applications</td>
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<td>242</td>
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<td>Information Technology</td>
<td>GIS Operations</td>
<td>Application Development &amp; GIS Manager</td>
<td>AD116</td>
<td>100%</td>
<td>3/30/2020</td>
<td>On hold pending release</td>
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<td>242</td>
<td>$175,440.00</td>
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<td>Comprehensive Planning</td>
<td>Senior Planner</td>
<td>AD111</td>
<td>100%</td>
<td>3/6/2020</td>
<td>Frozen</td>
<td>724</td>
<td>242</td>
<td>-</td>
<td>-</td>
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<td>Development Review</td>
<td>Senior Planner</td>
<td>AD111</td>
<td>100%</td>
<td>3/23/2020</td>
<td>Frozen</td>
<td>707</td>
<td>242</td>
<td>-</td>
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<td>Planning and Development Services</td>
<td>Administration and Support</td>
<td>Executive Assistant</td>
<td>AD109</td>
<td>100%</td>
<td>1/13/2020</td>
<td>Frozen</td>
<td>777</td>
<td>242</td>
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<td>Application Process &amp; Permit</td>
<td>Senior Plans Examiner</td>
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<td>1/7/2022</td>
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<td>Community Enhancement Code Enforcement Manager</td>
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<td>10/12/2021</td>
<td>Offer Made</td>
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<td>139</td>
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<td>Comprehensive Planning Manager</td>
<td>AD118</td>
<td>100%</td>
<td>8/13/2021</td>
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<td>Principal Planner</td>
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<td>12/31/2021</td>
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<td>59</td>
<td>59</td>
<td>$113,290.00</td>
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<td>1/28/2022</td>
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<td>$146,740.00</td>
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<td>Type</td>
<td>Applications</td>
<td>Status</td>
<td>Cost (Salary)</td>
<td>Cost (Benefits)</td>
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<td>100%</td>
<td>10/5/2021</td>
<td>Successful candidate to start on March 7</td>
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<td>$87,420.00/$34,968.00</td>
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<td>100%</td>
<td>12/3/2021</td>
<td>Reviewing Applications</td>
<td>87</td>
<td>$84,040.00/$20,031.45</td>
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<td>Police</td>
<td>Mental Health Specialist</td>
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<td>Police Dept is working with Montgomery County on recruitment</td>
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<td>Police</td>
<td>Management and Support - Administration</td>
<td>PL119</td>
<td>100%</td>
<td>1/26/2020</td>
<td>Frozen</td>
<td>764</td>
<td>$-/$-</td>
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<td>Police</td>
<td>Patrol Team Police Officer</td>
<td>PL110</td>
<td>100%</td>
<td>5/14/2021</td>
<td>Ongoing recruitment</td>
<td>290</td>
<td>$84,100.00/$55,759.45</td>
<td>21</td>
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<td>Police</td>
<td>Patrol Team Police Officer</td>
<td>PL110</td>
<td>100%</td>
<td>5/30/2021</td>
<td>Ongoing recruitment</td>
<td>274</td>
<td>$84,100.00/$55,759.45</td>
<td>21</td>
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<td>Police</td>
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<td>100%</td>
<td>8/23/2021</td>
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<td>Patrol Team Police Officer</td>
<td>PL110</td>
<td>100%</td>
<td>10/5/2021</td>
<td>Ongoing recruitment</td>
<td>146</td>
<td>$84,100.00/$33,640.00</td>
<td>21</td>
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<td>Police</td>
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<td>PL110</td>
<td>100%</td>
<td>10/18/2021</td>
<td>Ongoing recruitment</td>
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<td>$84,100.00/$30,644.66</td>
<td>21</td>
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<td>Police</td>
<td>Patrol Team Police Officer</td>
<td>PL110</td>
<td>100%</td>
<td>11/14/2021</td>
<td>Ongoing recruitment</td>
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<td>$84,100.00/$24,423.56</td>
<td>21</td>
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<td>Police</td>
<td>Patrol Team Police Officer</td>
<td>PL110</td>
<td>100%</td>
<td>11/17/2021</td>
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<td>Public Works</td>
<td>Construction Management Construction Inspector</td>
<td>AD109</td>
<td>100%</td>
<td>2/10/2022</td>
<td>Position being advertised</td>
<td>18</td>
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<td>N</td>
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<td>Public Works</td>
<td>Engineering Senior Civil Engineer</td>
<td>AD113</td>
<td>40%</td>
<td>10/22/2021</td>
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<td></td>
</tr>
<tr>
<td>Public Works</td>
<td>Engineering Principal Civil Engineer</td>
<td>AD114</td>
<td>40%</td>
<td>3/8/2021</td>
<td>Position being Readvertised</td>
<td>357</td>
<td>$42,860.00/$28,416.77</td>
<td>4</td>
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<tr>
<td>Public Works</td>
<td>Fleet Services Fleet Mechanic II</td>
<td>AD105</td>
<td>50%</td>
<td>12/27/2021</td>
<td>Successful candidate to start on March 7</td>
<td>63</td>
<td>$43,210.00/$7,458.16</td>
<td>3</td>
<td>N</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Public Works</td>
<td>Street Maintenance Crew Supervisor I</td>
<td>AD106</td>
<td>100%</td>
<td>2/11/2022</td>
<td>Ongoing recruitment</td>
<td>17</td>
<td>$98,240.00/$4,575.56</td>
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<tr>
<td>Public Works</td>
<td>Street Maintenance Maintenance Worker I - General Maintenance</td>
<td>UN103</td>
<td>75%</td>
<td>2/14/2022</td>
<td>Offer Made</td>
<td>14</td>
<td>$46,400.00/$1,779.73</td>
<td>7</td>
<td>N</td>
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<tr>
<td>Public Works</td>
<td>Street Maintenance Maintenance Worker I - General Maintenance</td>
<td>UN103</td>
<td>75%</td>
<td>2/14/2022</td>
<td>Offer Made</td>
<td>14</td>
<td>$42,890.00/$1,645.10</td>
<td>7</td>
<td>N</td>
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<tr>
<td>Public Works</td>
<td>Street Maintenance Maintenance Worker II - General Maintenance</td>
<td>UN104</td>
<td>100%</td>
<td>10/26/2021</td>
<td>Ongoing recruitment</td>
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<tr>
<td>Public Works</td>
<td>Street Maintenance Maintenance Worker II - General Maintenance</td>
<td>UN104</td>
<td>75%</td>
<td>12/3/2021</td>
<td>Ongoing recruitment</td>
<td>87</td>
<td>$44,670.00/$10,647.37</td>
<td>10</td>
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<tr>
<td>Recreation and Parks</td>
<td>Capital Projects Senior Construction Project Manager</td>
<td>AD116</td>
<td>100%</td>
<td>9/27/2019</td>
<td>Frozen</td>
<td>885</td>
<td>$-/$-</td>
<td>1</td>
<td>Y</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recreation and Parks</td>
<td>Horticultural Services Maintenance Worker I</td>
<td>UN103</td>
<td>100%</td>
<td>11/8/2021</td>
<td>Ongoing recruitment</td>
<td>112</td>
<td>$58,400.00/$17,920.00</td>
<td>18</td>
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<tr>
<td>Recreation and Parks</td>
<td>Horticultural Services</td>
<td>Maintenance Worker I</td>
<td>UN103</td>
<td>100%</td>
<td>2/7/2022</td>
<td>Ongoing recruitment</td>
<td>21</td>
<td>21</td>
<td>$ 67,980.00</td>
<td>$ 3,911.18</td>
<td>18</td>
<td>N</td>
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<td>----</td>
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</tr>
<tr>
<td>Recreation and Parks</td>
<td>Parks West Services</td>
<td>Maintenance Worker I</td>
<td>UN103</td>
<td>100%</td>
<td>12/16/2021</td>
<td>Ongoing recruitment</td>
<td>74</td>
<td>74</td>
<td>$ 88,220.00</td>
<td>$ 17,885.70</td>
<td>18</td>
<td>N</td>
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<tr>
<td>Recreation and Parks</td>
<td>Right-of- Way Services</td>
<td>Parks Maintenance Manager</td>
<td>AD114</td>
<td>100%</td>
<td>12/24/2021</td>
<td>Successful candidate to start on March 7</td>
<td>66</td>
<td>66</td>
<td>$ 144,200.00</td>
<td>$ 26,074.52</td>
<td>2</td>
<td>N</td>
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<tr>
<td>Recreation and Parks</td>
<td>Senior Citizen Support Services</td>
<td>Bus Driver</td>
<td>AD103</td>
<td>100%</td>
<td>12/20/2021</td>
<td>Position being Readvertised</td>
<td>70</td>
<td>70</td>
<td>$ 51,140.00</td>
<td>$ 9,807.67</td>
<td>2</td>
<td>N</td>
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<tr>
<td>Recreation and Parks</td>
<td>Special Operations</td>
<td>Special Operations Supervisor</td>
<td>AD112</td>
<td>100%</td>
<td>10/22/2021</td>
<td>Interviewing</td>
<td>129</td>
<td>129</td>
<td>$ 114,400.00</td>
<td>$ 40,431.78</td>
<td>1</td>
<td>N</td>
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<tr>
<td>Recreation and Parks</td>
<td>Urban Forestry Maintenance</td>
<td>Tree Climber</td>
<td>UN105</td>
<td>100%</td>
<td>6/10/2019</td>
<td>Frozen</td>
<td>994</td>
<td>242</td>
<td>-</td>
<td>-</td>
<td>3</td>
<td>Y</td>
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<tr>
<td>Recreation and Parks</td>
<td>Urban Forestry Maintenance</td>
<td>Tree Climber</td>
<td>UN105</td>
<td>100%</td>
<td>5/28/2021</td>
<td>Offer Made</td>
<td>276</td>
<td>242</td>
<td>$ 76,610.00</td>
<td>$ 50,793.48</td>
<td>3</td>
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$3,856,100.00 $1,343,695.29

*****Please note: The blue highlight indicates status change from the previous report, and the yellow highlight incidents a new position added since the previous report.
## Vacancy and Hiring Freeze Report - Water Fund Positions Open as of 2/28/2022

<table>
<thead>
<tr>
<th>Department</th>
<th>Cost Center</th>
<th>Working Title</th>
<th>Grade</th>
<th>% Water Fund</th>
<th>Position Vacancy Date</th>
<th>Status of Positions Open Over 90 Days</th>
<th>Days Open</th>
<th>Days Open FY2022</th>
<th>FY22 Adopted Budget</th>
<th>Gross Personnel Savings</th>
<th>Number of Positions Subject to Freeze</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Works</td>
<td>Fleet Services</td>
<td>Fleet Mechanic I</td>
<td>AD105</td>
<td>50%</td>
<td>12/27/2021</td>
<td>Successful candidate to start on March 7</td>
<td>63</td>
<td>63</td>
<td>$43,210.00</td>
<td>$7,458.16</td>
<td>3</td>
</tr>
<tr>
<td>Public Works</td>
<td>Water Systems Maintenance</td>
<td>Crew Supervisor II - Utilities</td>
<td>AD109</td>
<td>100%</td>
<td>9/21/2021</td>
<td>Offer Made</td>
<td>160</td>
<td>160</td>
<td>$91,120.00</td>
<td>$39,943.01</td>
<td>2</td>
</tr>
<tr>
<td>Public Works</td>
<td>Water Systems Maintenance</td>
<td>Maintenance Worker I - Utilities</td>
<td>UN103</td>
<td>100%</td>
<td>1/2/2022</td>
<td>Ongoing recruitment</td>
<td>57</td>
<td>57</td>
<td>$67,680.00</td>
<td>$10,569.21</td>
<td>5</td>
</tr>
<tr>
<td>Public Works</td>
<td>Water Systems Maintenance</td>
<td>Maintenance Worker II - Utilities</td>
<td>UN104</td>
<td>100%</td>
<td>9/21/2021</td>
<td>Offer Made</td>
<td>160</td>
<td>160</td>
<td>$89,410.00</td>
<td>$39,193.42</td>
<td>5</td>
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</tbody>
</table>

*****Please note: The blue highlight indicates status change from the previous report, and the yellow highlight incidents a new position added since the previous report.
<table>
<thead>
<tr>
<th>Department</th>
<th>Cost Center</th>
<th>Working Title</th>
<th>Grade</th>
<th>% Sewer Fund</th>
<th>Position Vacancy Date</th>
<th>Status of Positions Open Over 90 Days</th>
<th>Days Open FY2022</th>
<th>Days Open</th>
<th>FY22 Adopted Budget</th>
<th>Gross Personnel Savings</th>
<th>Number of Positions</th>
<th>Subject to Freeze</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Works</td>
<td>Engineering</td>
<td>Senior Civil Engineer</td>
<td>AD113</td>
<td>20%</td>
<td>10/22/2021</td>
<td>Interviewing</td>
<td>129</td>
<td>129</td>
<td>$21,840.00</td>
<td>$7,718.79</td>
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<td>N</td>
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<tr>
<td>Public Works</td>
<td>Sanitary Sewer Systems Maintenance</td>
<td>Maintenance Worker I</td>
<td>UN103</td>
<td>100%</td>
<td>10/11/2021</td>
<td>Ongoing recruitment</td>
<td>140</td>
<td>140</td>
<td>$54,710.00</td>
<td>$20,984.66</td>
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<td>N</td>
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<tr>
<td>Public Works</td>
<td>Sanitary Sewer Systems Maintenance</td>
<td>Maintenance Worker II</td>
<td>UN104</td>
<td>100%</td>
<td>2/23/2022</td>
<td>Ongoing recruitment</td>
<td>5</td>
<td>5</td>
<td>$90,180.00</td>
<td>$1,235.34</td>
<td>6</td>
<td>N</td>
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<tr>
<td>Public Works</td>
<td>Sanitary Sewer Systems Maintenance</td>
<td>Maintenance Worker II</td>
<td>UN104</td>
<td>100%</td>
<td>2/14/2022</td>
<td>Ongoing recruitment</td>
<td>14</td>
<td>14</td>
<td>$91,700.00</td>
<td>$3,517.26</td>
<td>6</td>
<td>N</td>
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<td></td>
<td>$258,430.00</td>
<td>$33,456.05</td>
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</tbody>
</table>

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<table>
<thead>
<tr>
<th>Department</th>
<th>Cost Center</th>
<th>Working Title</th>
<th>Grade</th>
<th>% Refuse Fund</th>
<th>Position Vacancy Date</th>
<th>Status of Positions Open Over 90 Days</th>
<th>Days Open FY2022</th>
<th>Days Open as of 2/28/2022</th>
<th>FY22 Adopted Budget</th>
<th>Gross Personnel Savings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Works</td>
<td>Environmental Management</td>
<td>Sanitation Worker</td>
<td>UN104</td>
<td>100%</td>
<td>10/26/2021</td>
<td>Offer Made</td>
<td>125</td>
<td>125</td>
<td>$ 59,540.00</td>
<td>$ 20,390.41</td>
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<tr>
<td>Public Works</td>
<td>Environmental Management</td>
<td>Sanitation Worker</td>
<td>UN104</td>
<td>100%</td>
<td>12/12/2021</td>
<td>Offer Made</td>
<td>78</td>
<td>78</td>
<td>$ 50,810.00</td>
<td>$ 10,858.03</td>
</tr>
<tr>
<td>Public Works</td>
<td>Environmental Management</td>
<td>Sanitation Worker</td>
<td>UN104</td>
<td>100%</td>
<td>12/3/2021</td>
<td>Ongoing recruitment</td>
<td>87</td>
<td>87</td>
<td>$ 74,040.00</td>
<td>$ 17,647.89</td>
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<tr>
<td>Public Works</td>
<td>Environmental Management</td>
<td>Sanitation Worker</td>
<td>UN104</td>
<td>100%</td>
<td>12/3/2021</td>
<td>Ongoing recruitment</td>
<td>87</td>
<td>87</td>
<td>$ 54,840.00</td>
<td>$ 13,071.45</td>
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<tr>
<td>Public Works</td>
<td>Fleet Services</td>
<td>Sanitation Worker</td>
<td>UN104</td>
<td>100%</td>
<td>2/14/2022</td>
<td>Ongoing recruitment</td>
<td>14</td>
<td>14</td>
<td>$ 74,970.00</td>
<td>$ 2,875.56</td>
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<tr>
<td>Public Works</td>
<td>Fleet Services</td>
<td>Fleet Mechanic III</td>
<td>AD107</td>
<td>100%</td>
<td>2/11/2022</td>
<td>Offer Made</td>
<td>17</td>
<td>17</td>
<td>$ 109,220.00</td>
<td>$ 5,086.96</td>
</tr>
<tr>
<td>Public Works</td>
<td>Street Maintenance</td>
<td>Maintenance Worker II - General Maintenance</td>
<td>UN104</td>
<td>25%</td>
<td>12/3/2021</td>
<td>Ongoing recruitment</td>
<td>87</td>
<td>87</td>
<td>$ 14,890.00</td>
<td>$ 3,549.12</td>
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<tr>
<td>Public Works</td>
<td>Street Maintenance</td>
<td>Maintenance Worker I - General Maintenance</td>
<td>UN103</td>
<td>25%</td>
<td>2/14/2022</td>
<td>Offer Made</td>
<td>14</td>
<td>14</td>
<td>$ 15,480.00</td>
<td>$ 593.75</td>
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<tr>
<td>Public Works</td>
<td>Street Maintenance</td>
<td>Maintenance Worker I - General Maintenance</td>
<td>UN103</td>
<td>25%</td>
<td>2/14/2022</td>
<td>Ongoing recruitment</td>
<td>14</td>
<td>14</td>
<td>$ 14,310.00</td>
<td>$ 548.88</td>
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</table>

$ 468,100.00 $ 74,622.05

*****Please note: The blue highlight indicates status change from the previous report, and the yellow highlight incidents a new position added since the previous report.
## Vacancy and Hiring Freeze Report - SWM Fund Positions Open as of 2/28/2022

### Table:

<table>
<thead>
<tr>
<th>Department</th>
<th>Cost Center</th>
<th>Working Title</th>
<th>Grade</th>
<th>% SWM Fund</th>
<th>Position Vacancy Date</th>
<th>Status of Positions Open Over 90 Days</th>
<th>Days Open</th>
<th>Days Open FY2022</th>
<th>FY22 Adopted Budget</th>
<th>Gross Personnel Savings</th>
<th>Number of Positions</th>
<th>Subject to Freeze</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Works</td>
<td>Engineering</td>
<td>Senior Civil Engineer</td>
<td>AD113</td>
<td>40%</td>
<td>10/22/2021</td>
<td>Interviewing</td>
<td>129</td>
<td>120</td>
<td>$43,660.00</td>
<td>$15,430.52</td>
<td>3</td>
<td>N</td>
</tr>
<tr>
<td>Public Works</td>
<td>Engineering</td>
<td>Principal Civil Engineer</td>
<td>AD114</td>
<td>60%</td>
<td>3/8/2021</td>
<td>Interviewing</td>
<td>357</td>
<td>242</td>
<td>$64,290.00</td>
<td>$42,625.15</td>
<td>4</td>
<td>N</td>
</tr>
</tbody>
</table>

****Please note:** The blue highlight indicates status change from the previous report, and the yellow highlight indicates a new position added since the previous report.
Subject
Discussion on ARPA Funds

Recommendation
Staff recommends that the Mayor and Council discuss and instruct staff on the use of the City of Rockville’s remaining $4 million from the American Rescue Plan Act (ARPA).

Discussion
The City of Rockville received a $9.6 million allocation through the federal American Rescue Plan Act (ARPA). Guidance from the U. S. Department of Treasury defines the eligible uses for the ARPA funds as revenue replacement for the provision of government services; premium pay for essential workers; public health expenditures for COVID-19 mitigation efforts, medical expenses, and behavioral healthcare; assistance to small businesses and households; and infrastructure investment in water, sewer, and broadband. Per Treasury guidance, these funds cannot be used to offset tax reductions or delay an increase, and additionally, funds cannot be deposited into any pension account.

The Mayor and Council previously reviewed and discussed the ARPA funds at the meetings held on October 4, November 15, and December 13, 2021. As a result of these meetings, and over the course of two budget amendments, the Mayor and Council appropriated $5.6 million of ARPA funds for the following:

- $1 million for delinquent water and sewer bill forgiveness,
- $1.4 million for water meter replacement with Advanced Metering Infrastructure (AMI) implementation,
- $750,000 for Water Treatment Plant Upgrades,
- $530,000 for Water Treatment Plant Safety Improvements,
- $300,000 for Water Treatment Plant SCADA security improvements,
- $650,000 for King Farm Farmstead sewer infrastructure,
- $450,000 for King Farm Farmstead electrical infrastructure, and
- $533,345 for Gude Drive facility recycling transfer enclosure.
In addition to the allocations listed above, the FY 2023 proposed budget includes several items that were previously presented as candidates for ARPA funding. These items are listed below with their proposed FY 2023 appropriations:

- **Flood Mitigation Assistance Pilot Program ($300,000 in FY 2023)** – this project will fund a grant program to support quick, short-term mitigation efforts to protect properties while larger capital projects are considered. Grants of up to $5,000 per household would be prioritized based on recent assessments and FEMA risk data.

- **Flood Resiliency Master Plan CIP Project SA23 ($1.5 million in FY 2023)** – This project funds a plan that will evaluate current system capacity and flood impacts; identify flood hazard areas; forecast potential impacts; develop a stakeholder-informed project prioritization tool based on risk tolerance; develop feasibility level designs; and recommend high-priority projects. This project is on page 318 of the FY 2023 proposed budget.

- **Lincoln Park Community Center CIP Project RA22 ($750,000 in FY 2023)** – This project funds the renovation, including design and construction, of the Lincoln Park Community Center. This work will reconfigure space from offices to program space for activities such as out-of-school time programs, community gatherings, and classes. Design will include community input to ensure community priorities are met. This project is on page 290 of the FY 2023 proposed budget.

- **Town Center Road Diet CIP Project TB22 ($634,000 in FY 2023)** – This project designs and constructs new cross sections for N. Washington Street and E. Middle Lane. The project includes narrowing the existing two travel lanes to one lane in each direction, and adding protected bike lanes with precast concrete separators, bump-outs, on-street parking spaces, parking meters, and signs along the roadways. This project also includes the widening of the sidewalk on the south side of E. Middle Lane between N. Washington Street and Maryland Avenue. This project is on page 313 of the FY 2023 proposed budget.

- **Electric Vehicle (EV) Infrastructure CIP Project GA23 ($792,500 in FY 2023)** – This project plans, procures, designs, permits, and installs a phased approach to EV charging infrastructure on City property and possibly rights-of-way adjacent to City facilities, to serve the City fleet, and potentially employees and the community. The project includes tools and equipment to maintain the electric vehicle fleet. Phase I is electrification of light duty fleet in FY 2023 per the fleet replacements. Phase II is electrification of heavy duty fleet in FY 2025. In conjunction with this project, a community EV readiness study is proposed as a Planned Improvement Project for FY 2024. This project is on page 342 of the FY 2023 proposed budget.

There is $4 million remaining in ARPA funds for appropriation. TABLE 1 includes items that staff previously presented plus two new items (Items #4 and #5) for the Mayor and Council’s
consideration. The first new item, which presents banking opportunities for the unbanked, will be discussed under a separate worksession at this meeting, but is described here for the Mayor and Council’s consideration.

➢ **#4 Bank On Rockville ($77,800 to $292,500)** – this initiative includes reviving Rockville’s co-sponsoring of a Super Volunteer Income Tax Assistance (VITA) Tax Day with The Montgomery County Community Action Agency, offering free tax preparation for families earning $55,000 or less per year along with the opportunity to open no or low-cost accounts in preparation for direct deposit of tax refunds. Bank On Rockville will additionally expand the scope of its financial capability curriculum, with the inclusion of on-the-spot access to opening checking and savings accounts, and connecting with employment support services during community-based workshops offered throughout the year.

The Bank On Rockville initiative will also launch Family FinCap, which is a two-generation Individual Development Account and Child Savings Account program incentivizing low-income families with children to save for educational goals in safe and affordable accounts. Family FinCap will provide monthly financial education workshops and 1:1 financial case management sessions to a range of 10 to 20 households (60 to 120 individual participants) comprised of family units of at least one parent and at least one school-aged child. Family units may be referred from existing programs within the Department of Housing and Community Development (HCD), including Linkages to Learning, Latino Youth Development, Mentoring, REAP, and Bridge. Referrals will also be accepted from the Montgomery County Department of Health and Human Services (DHHS) Services to End and Prevent Homelessness (SEPH) Division for recently homeless, rapidly rehoused families in the City of Rockville and the Rockville Housing Enterprises (RHE) Family Self-Sufficiency Program.

HCD will seek to partner with the Cities for Financial Empowerment Fund (CFE Fund) for technical support and guidance with the Bank On launch. HCD may additionally pursue a small grant from the CFE fund to assist with technical and marketing costs.

HCD will also seek partnership with the Montgomery County Coalition for the Advancement of Financial Education (CAFE Montgomery) via fiscal sponsorship, where CAFE Montgomery’s non-profit status will allow the HCD to pursue private foundation grant funds to support operations and sustain Family FinCap beyond 2024. Potential grantors may include the Meyer Foundation Asset Building Grant and the M&T Foundation Human Services Grant. CAFE Montgomery can additionally offer location space for programming if City facilities are unavailable due to previously-scheduled City activities.

➢ **#5 RHE Water Submeters ($58,250)** – RHE’s request arises from excessive water/sewer billing over a period between 2019 and 2020 at its David Scull housing site. The
Excessive billing was determined to result from many minor leaks within the individual units sourced to toilets and other fixtures. After thoroughly inspecting the property, RHE subsequently addressed the issue, reducing water consumption and bringing the water/sewer bill within a normal range. Submetering each individual unit within the property, close monitoring of the property’s monthly water/sewer bills, and frequent in-depth inspection of the units could quickly identify leaks or higher-than-normal water consumption. This would provide RHE a way to closely monitor water usage at the unit level.

There are competing projects and limited CDBG funds. As such, leveraging the CDBG funds with ARPA funds is the best approach to funding these important projects. On December 6, 2021, the Mayor and Council authorized staff to allocate $47,275 in CDBG funds to begin this water submeter installation project. This ARPA funding would pay for the remainder of that project.

Staff requests that the Mayor and Council review and discuss the ideas presented in this report and provide direction on future actions. Departmental staff are available to answer questions from the Mayor and Council during this meeting.

**TABLE 1 (Expense Items are in no particular order.)**

<table>
<thead>
<tr>
<th>Expense Item</th>
<th>Funding Status</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. Rental Assistance Program</strong> – this funding would assist lower-income households by providing emergency assistance funds for eviction prevention to pay off past-due rent which resulted from COVID-related income loss. This funding level could provide an estimated 752 households facing eviction with $2,000 in emergency assistance.</td>
<td>$1,504,000 This is currently unfunded.</td>
</tr>
<tr>
<td><strong>2. Affordable Housing Production</strong> – this funding would be used to increase affordable housing production by incentivizing developers to provide additional MPDUs by offsetting some of the costs of those development projects.</td>
<td>$1,500,000 This is currently unfunded.</td>
</tr>
<tr>
<td><strong>3. Human Services Needs Assessment</strong> – this funding would be used to hire a consultant to design, conduct, and analyze the results of a survey assessing the needs of the community.</td>
<td>$83,000 This is currently unfunded.</td>
</tr>
<tr>
<td>Expense Item</td>
<td>Funding Status</td>
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<tr>
<td>---------------------------------------------------------------------------</td>
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<tr>
<td><strong>Bank On Rockville</strong> – this funding provides banking opportunities for the unbanked as previously described. (See attachment for more information on the funding range.)</td>
<td>FY 2023 and possibly FY 2024: $77,800 to $292,500 (funding beyond FY 2024 depends on the success of the program)</td>
</tr>
</tbody>
</table>
| **RHE Water Submeters** – this request provides funding to RHE for the installation of submeters at the David Scull housing site. | $58,250  
This is currently unfunded. ($47,275 was allocated to RHE through the CDBG Year 48 grant) |
| **Caregiver Grant Program for Future Years** – this funding would provide supplemental funding to caregiver agencies to support operational expenses caused by an increase in service needs driven by the COVID-19 pandemic. | FY 2023: $100,000  
FY 2024: $100,000  
This is additional funding that would be added to the base budgets in each future year. |
| **King Farm Farmstead Horse Barn** – this funding would cover the design and reconstruction of the Horse Barn. This project includes salvaging historic materials for reuse, demolition of building/foundation, and reconstruction. This project will create a weathertight building shell, but it will not be ready for occupancy nor fit out for any specific use. (This project is on page 289 of the FY 2023 proposed budget). | $3,732,000  
This is currently funded with a planned bond issue in FY 2025 and FY 2026. |
| **King Farm Farmstead Garage and Tenant Houses** – this funding would cover the stabilization and rehabilitation of the garage, tenant house building #6, and tenant house building #7. (This project is on page 288 of the FY 2023 proposed budget). | $1,402,000  
This is currently unfunded. |
| **ADA Improvements** – this funding would be used for ADA projects that range from bathroom renovations to full facility ADA compliance. | $600,000  
This is additional funding that would be added to the existing $105,000 in the FY 2023 proposed budget. |
<table>
<thead>
<tr>
<th>Expense Item</th>
<th>Funding Status</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Traffic Signal at E. Middle Lane/Helen Heneghan Way</strong> – This project constructs a new traffic signal with walk/don’t walk pedestrian signals at the intersection of E. Middle Ln. and Helen Heneghan Way. Staff is recommending that ARPA funds not be used at this time as we are reassessing the need for this project in light of the coming Town Center Road Diet CIP project. (This project is on page 314 of the FY 2023 proposed budget).</td>
<td>$400,000 This is currently unfunded in FY 2024.</td>
</tr>
<tr>
<td><strong>Stonestreet Corridor Improvements</strong> – This project constructs street and sidewalk improvements along Park Rd. and N. Stonestreet Ave. near the Rockville Metro Station to provide safer multimodal transportation. This is a phased project: Phase I - Park Rd. improvement and traffic signal reconstruction at the intersection of S. Stonestreet Ave. and Park Rd.; Phase II - N. Stonestreet Ave. road improvement between Park Rd. and Lincoln Ave. Design, which will begin soon, may reveal that land acquisition is needed as a part of this project. This project is also a candidate for federal grants to support construction. Future sources of City funding could include reserves above the reserve target. (This project is on page 312 of the FY 2023 proposed budget).</td>
<td>Phase I: $1,500,000 (staff recommends ARPA as a funding source for $550,000 and will continue to pursue a federal grant for the remaining $950,000) Phase II: $1,900,000 This is currently unfunded in FY 2024 and FY 2025.</td>
</tr>
<tr>
<td><strong>Community EV Readiness Plan</strong> – this would cover a consultant to evaluate and develop a plan to expand EV infrastructure to serve the community, as well as the City’s fleet.</td>
<td>$100,000 <strong>THIS ITEM WAS FUNDED WITH FY 2022 SUPPLEMENTAL TAX DUPLICATION FUNDS</strong></td>
</tr>
</tbody>
</table>

**City Manager’s Recommendation**

The City Manager recommends that the Mayor and Council consider the following four items for this round of ARPA allocations. These four items total $983,750. If approved, staff will come back to the Mayor and Council for formal appropriation via the May 2022 budget amendment.

1. **Human Services Needs Assessment for $83,000**
   The Human Services Advisory Commission and the Human Rights Commission both strongly endorse the City funding the hiring of a consultant to design, conduct, and
analyze the results of a survey assessing the needs of the community, particularly in the wake of this two-year-and-counting COVID-19 pandemic.

2. **Bank On Rockville for $292,500**
   This pilot project would strongly support the Mayor and Council’s housing goals by providing two years of banking support for up to 120 individuals.

3. **RHE Water Submeter Installation for $58,250**
   This would fund the installation of water submeters at RHE’s David Scull housing site and complement the $47,275 per the City’s CDBG Year 48 grant.

4. **Stonestreet Corridor Improvements for $550,000**
   This would provide funding for $550,000 of the $1,500,000 estimated total construction costs for Phase I of the Stonestreet Corridor Improvements CIP project, currently unfunded. Staff will pursue federal funding for the balance of the Phase I construction cost.

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**Mayor and Council History**

The Mayor and Council previously reviewed and discussed the City of Rockville’s ARPA fund allocation at the meetings held on October 4, November 15, and December 13, 2021.

Two budget amendments were passed to appropriate ARPA funds. These amendments were adopted on October 25, 2021, and January 10, 2022.

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**Public Notification and Engagement**

The Mayor and Council held a public hearing on October 25, 2021, to solicit community feedback on the use of the City of Rockville’s $9.6 million allocation from the American Rescue Plan Act (ARPA).

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**Fiscal Impact**

The City of Rockville’s total allocation equaled $9.6 million, of which the first tranche ($4.8 million) was delivered in July 2021. Staff expects the second and final tranche ($4.8 million) will be delivered in mid-calendar 2022.

According to the U.S. Treasury guidance, ARPA fund obligations need to be made by December 31, 2024 (mid-FY 2025) and spent by December 31, 2026 (mid-FY 2027). Staff recommends that the appropriation of ARPA funds be kept separate from the annual budget process and adoption.
**Next Steps**

The Mayor and Council can provide direction at any time during the fiscal year on the remaining $4.0 million and staff can come back with additional future discussion items or the appropriation of funds in the form of budget amendments.

**Attachments**
Attachment 12.a: BankOn (PDF)

[Signature]
Rob DiSpirito, City Manager 3/16/2022
## Bank On Rockville Cost Analysis

<table>
<thead>
<tr>
<th>Option 1</th>
<th>Option 2</th>
<th>Option 3</th>
<th>Option 4</th>
</tr>
</thead>
</table>
| • Funds Bank On Rockville from FY23-FY24  
• Serves up to 20 households (max 120 participants) | • Funds Bank On Rockville from FY23-FY24  
• Serves up to 10 households (max 60 participants) | • Funds Bank On Rockville for FY23  
• Serves up to 20 households (max 120 participants) | • Funds Bank On Rockville for FY23  
• Serves up to 10 households (max 60 participants) |
| $292,500.00 | $152,500.00 | $147,800.00 | $77,800.00 |

*Assumes seed funds for each savings account at $500.00 per participant, with youth provided an opportunity to earn a maximum match of up to $500.00 and parent/caregivers up to $1,000.00 for a maximum match of up to $4,000 per household.
Subject
Action Report

Recommendation
Staff recommends that the Mayor and Council review and comment on the Action Report.

Attachments
Attachment 13.A.a: Action Report Updated 032822 (PDF)

Rob DiSpirito, City Manager 3/23/2022
Mayor and Council Action Report

### Future Agenda Items to Schedule

<table>
<thead>
<tr>
<th>Topic</th>
<th>Notes:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board of Supervisors of Elections Increase from Five to Seven Members</td>
<td>Mayor and Council requested a discussion of increasing the membership of the Board of Supervisors of Elections from five to seven.</td>
</tr>
<tr>
<td>False Police Reports</td>
<td>Mayor and Council requested a discussion of false Police reports. False reporting has long been codified in Maryland Criminal Code (Criminal Law, Title 9).</td>
</tr>
<tr>
<td>Local Preference Procurement Approach</td>
<td>Mayor and Council requested a discussion of a local preference procurement approach.</td>
</tr>
<tr>
<td>Retirement Incentive/Employee Buyout Program</td>
<td>Staff will provide information about employee buyout programs and discuss the potential for a Rockville program.</td>
</tr>
<tr>
<td>Discussion and Instruction on Small Cell Antennas</td>
<td>Mayor and Council requested a discussion and instruction agenda item on small cell antennas.</td>
</tr>
<tr>
<td>Historic Resources Work Plan Presentation and Discussion</td>
<td>A 10-Year work program for Historic Preservation was discussed at the February 8, 2021 meeting, where the Mayor and Council provided feedback. Staff will return with the updated work program for a Presentation and Discussion on May 23, 2022.</td>
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<tr>
<td>Ref. #</td>
<td>Meeting Date</td>
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<tr>
<td>2014-23</td>
<td>9/8/11</td>
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<tr>
<td>2015-14</td>
<td>7/13/15</td>
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<tr>
<td>2016-12</td>
<td>9/26/16</td>
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<th>Staff/ Dep</th>
<th>Response Method</th>
<th>Direction to Staff / Action Taken / Status</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016-16</td>
<td>10/10/16</td>
<td>DPW</td>
<td>Future Agenda</td>
<td>Global Issues on BRT Update was provided on agenda at the January 11, 2021 Mayor and Council meeting. The January report was provided by email in February. The February update was provided on agenda at the March 22, 2021 meeting. The March update was provided via email on April 26, 2021. The April report was provided on agenda on May 10, 2021. The May was provided via email in June of 2021. The June 2021 report was sent via email in July. July and August updates were provided in a report on agenda at the September 27, 2021 meeting. The September report will be sent via email in October. The October report was provided on agenda at the November 22, 2021 meeting. The November report was provided by email in December. The December report was provided on agenda at the January 24, 2022 Mayor and Council meeting. The January report was sent via email in February. The Human Resources Director sent the February report to the Mayor and Council via email on March 17 to inform the March 21 Budget Worksession discussion. The February report is included on the March 28, 2022 meeting agenda. The March report will be sent via email to the Mayor and Council in April 2022. The April report will be provided on agenda at the May 16, 2022 meeting.</td>
<td>Ongoing</td>
</tr>
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</table>

<p>| 2016-18 | 10/24/16 | PDS | Email | FAST – Faster, Smarter, More Transparent (Site Plan/Development Review Improvements) Update was provided on agenda at the January 11, 2021 Mayor and Council meeting. The January report was provided by email in February. The February update was provided on agenda at the March 22, 2021 meeting. The March update was provided via email on April 26, 2021. The April report was provided on agenda on May 10, 2021. The May was provided via email in June of 2021. The June 2021 report was sent in via email in July. July and August updates were provided in a report on agenda at the September 27, 2021 meeting. The September report will be sent via email in October. The October report was provided on agenda at the November 22, 2021 meeting. The November report was provided by email in December. The December report was provided on agenda at the January 24, 2022 Mayor and Council meeting. The January report was sent via email in February. The Human Resources Director sent the February report to the Mayor and Council via email on March 17 to inform the March 21 Budget Worksession discussion. The February report is included on the March 28, 2022 meeting agenda. The March report will be sent via email to the Mayor and Council in April 2022. The April report will be provided on agenda at the May 16, 2022 meeting. | Ongoing |</p>
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<th>Response Method</th>
<th>Direction to Staff/Action Taken / Status</th>
<th>Timeline</th>
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</table>
|       |               |           |                | • Allowing concurrent reviews of development applications during annexation.  
• Allowing for the abandonment of previous development approvals and providing a process for an alternate development proposal on a site.  
• Establishing a streamlined approval process for non-residential redevelopment within the city’s commercial corridors and for minor site improvements in general.  
• Defining additional improvements that may be classified as minor site plan amendments  
• Provision of a new research and development use and associated regulations, to be established in certain non-residential zones.  
• Clarifying street connection requirements in the mixed-use guidelines  
• Modifying the definition of a demolition to include the removal of more than 50% of a building’s floor area or substantial reconstruction.  

Staff prepared additional information as requested by Mayor and Council. On October 4 and 18, 2021 the Mayor and Council provided direction to staff, and an ordinance to approve the zoning text amendment that includes changes requested by the Mayor and Council was approved on 10/25/21. Since adoption, staff has met internally to review and update processes to align with the new code and is developing guidance documents for applicants to ensure that they are aware of the updates. **Staff is developing outreach to inform the business and development community of the changes.**  

**MyGovernmentOnline (MGO) Implementation** - MGO is a comprehensive system for case management, web-based submittals, payments, digital plan review, and inspections. The first phase launched on October 25 and included all permits related to building, fire protection, and trades as well as associated trade licenses. PDS staff has worked with MGO and IT staff to collaborate on developing workflows for the system and improving processes at the same time. The system for online payments has been set up and tested with Finance. Staff has worked with PIO to announce the date and changes, including hosting two webinar sessions for users. Each session had over 40 attendees. Since going live, staff and MGO have worked together to address challenges that have arisen, and staff continues to work with MGO to improve user experiences and optimize workflows.  

A-4
<table>
<thead>
<tr>
<th>Ref. #</th>
<th>Meeting Date</th>
<th>Staff/Dep</th>
<th>Response Method</th>
<th>Direction to Staff / Action Taken / Status</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017-6</td>
<td>2/27/17</td>
<td>CMO</td>
<td>Email</td>
<td>Future phases later this year and early next year will include development projects (site plans, plats, variances, etc.), additional licenses, public works permits, and more.</td>
<td>Late Summer/Early Fall 2022</td>
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<td><strong>Trees per Lot ZTA</strong>&lt;br&gt;At its February 28th meeting, the Mayor and Council approved text amendment application TXT2020-00256, to amend the tree lot requirements found in the subdivision regulations. The previous lot tree requirement was a one-size-fits-all standard that didn’t recognize the differences between various types of residential lots such as detached, attached, or semi-detached. As a result, certain development types may have been disproportionately impacted. The approved amendment promotes equity across various types of residential developments by creating an adaptable lot tree requirement that recognizes those differences. Furthermore, the approved amendment recognizes the need for sustainable urban forestry outcomes by establishing a minimum planting space, a native species requirement as recommended by the city’s Environmental Commission, supplemental planting requirements, and recognizing existing trees as viable candidates for on-lot preservation. Since adoption, staff has begun developing a native plant list for City of Rockville.</td>
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<tr>
<td>2018-1</td>
<td>1/22/18</td>
<td>Finance</td>
<td>Action Report</td>
<td><strong>Minority-, Female- &amp; Disabled-Owned Businesses</strong>&lt;br&gt;Provide updates on the Procurement Division’s activities to engage and support minority-, female- and disabled-owned businesses. <strong>Status:</strong> The MFD Report for FY19 and FY20 was shared with the Mayor and Council by email on May 1, 2020. A Mayor and Council Agenda Item on October 19, 2020 provided a forward-looking discussion of the City’s MFD outreach program, including program metrics, program successes, potential program adjustments. MFD and Procurement Action Plan Updates were provided on for September 27, 2021. The next update is scheduled for late summer/early fall 2022.</td>
<td>Ongoing</td>
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<td><strong>Utility Billing System</strong>&lt;br&gt;Provide updates on the replacement of the Velocity Payment System, powered by Govolution. <strong>Status:</strong></td>
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<tr>
<td>Ref. #</td>
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<td></td>
<td>6/18/18</td>
<td>CMO</td>
<td>Agenda Item</td>
<td>LGBTQ Initiatives Identify and implement Mayor and Council suggestions.</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>

**Status:** The Adopted FY21 budget includes a new family/gender neutral bathroom at Dogwood Park, to be constructed in FY22. The Human Rights Campaign 2020 Municipal Equality Index results were issued in December 2020. Rockville scored 110/100 on the scorecard, netting 10 bonus points for its services to LGBTQ youth, homeless people, elders and members of the transgender community. The LGBTQ community will be included in the

The new payment portal went live on January 11, 2021. All customers have been sent mail informing them of the new account numbers so they can use the new vendor Invoice Cloud. The new payment portal opened the week of January 25, 2020. Staff recommends this item be closed. Mayor and Council please provide staff with direction. The implementation of the Impresa system and Invoice Cloud (online portal) was successful. While there were some back-end issues, none impacted services to customers. For the customers billed thus far, a third have paid their water bill through one of the Invoice Cloud's services. Once the system has been fully acclimated, a reduction in cost should be seen FY22. We are currently looking at options on incentives for customers to sign-up for paperless billing and also adding a round up feature to one of the programs when paying a utility bill. Currently, the Invoice Cloud dashboard allows customers to pay a water bill or donate to one of our City programs – they can do both using the shopping cart feature. It will take approximately two full billing cycles (Jan – March and April – June) and interactions with customers before staff is able to offer relevant statistics related to online usage, and round up rates, etc. The system has been through two full billing cycles and is fully stabilized. Regarding the round up feature, staff discussed this with the vendor and unfortunately, they don’t have the programming in place to offer this. The programming is needed, due to the City using a 3rd party payment vendor. Staff has requested that they develop the programming and the soonest soft commitment that they made is the October/November 2021 timeframe. Staff will follow up later in this calendar year and will provide updated information when it is available. Utility billing will be receiving a software update from Harris in December which includes the programming for the round up feature. Before it's introduced to the public, testing needs to be conducted with both Harris and Invoice Cloud on the features and import file. During this time, final testing and implementation of the new rate structure is occurring, which is set at a higher priority with Harris. Once staff has validated the round up feature, it should be available by early spring.
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<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018-8</td>
<td>6/18/18</td>
<td>CMO/RCPD/R&amp;P/HCD</td>
<td>Town Meeting</td>
<td>Mayor and Council’s ongoing work on social justice, racism and bias. A proclamation declaring June 2021 as LGBTQ month was issued at the June 7, 2021 meeting. Two PRIDE pre-recorded events were aired on the City’s YouTube channel on June 26th. The events included conversations on shared experiences, support services resources, DIY art demonstration, and pre-recorded musical performances by local students and community member musicians, and the Gay Men’s Choir. At the September 13, 2021 meeting, the Mayor and Council adopted a resolution titled &quot;Hate Has No Place Here: Condemning and Denouncing All Hate and Hate-Motivated Violent Actions in the City of Rockville to denounce hate against all groups, including the LGBTQ community. The Recreation and Parks Director provided an update on the status of gender-neutral restrooms on November 15, 2021.</td>
<td>Ongoing</td>
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</tbody>
</table>

**Rockville Goes Purple**

Status: The final component of the 2020 National Recovery Month activities is the release of a Rockville 11 interview with Rona Kramer, State Secretary of Aging, on opioids and older adults. View the special at: [https://youtu.be/NoksgFBBY7I](https://youtu.be/NoksgFBBY7I).

A proclamation declaring September 2021 as National Recovery Month was approved on August 2, 2021 and a Rockville Goes Purple Update was provided at the August 2, 2021 meeting.

- The kick-off event was held on September 13, 2021 at City Hall at 5:45 pm and was broadcast on Rockville 11.
- The Mayor and Council hosted a virtual WebEx on 6 p.m. Saturday, Sept. 18, to discuss the HBO documentary, “The Crime of the Century,” with guest Jonathan Novak, a former DEA attorney who took part in the documentary.
- Other events include a drug take-back day, 10 a.m.-2 p.m. Saturday, Sept. 18 at the Rockville City Police Department, and trainings in the opioid overdose reversal drug Narcan at noon, Tuesday, Sept. 14 and 6 p.m. Another Narcan training is planned for Tuesday, Sept. 28.
- To learn more about the Rockville Goes Purple campaign, visit [www.rockvillemd.gov/rockvillegoespurple](http://www.rockvillemd.gov/rockvillegoespurple).
### Neighborhood Shopping Centers

Discuss mechanisms to encourage neighborhood shopping center revitalization and explore additional zoning and uses. Staff, REDI and the Rockville Chamber of Commerce met in January 2021 to discuss the research necessary to eventually bring this item forward. A Discussion on Incentivizing Shopping Centers is scheduled for May 2, 2022.

### Short-Term Residential Rentals

Discuss how to manage short-term residential rentals’ (e.g., Airbnb) impact on city neighborhoods and explore options for taxing users.

Status: Short-term residential rentals was discussed on January 13, 2020. Staff emailed the results of additional research requested by the Mayor and Council on January 23, 2020. Mayor and Council held public hearings on November 9, 2020 and January 11, 2021. The City received approximately 25 pieces of testimony. A Mayor and Council work session was held on February 22, 2021 to discuss the testimony and potential regulations. On November 22, 2021, the Mayor and Council authorized the filing of a Zoning Text Amendment (ZTA) and staff was given direction on potential amendments to Chapter 18 (Rental Facilities and Landlord-Tenant Relations). Next steps include: bringing to the Mayor and Council a draft ordinance to amend Chapter 18, for discussion and introduction of the ordinance, which is scheduled for May 9, 2022; Planning Commission review of the ZTA and recommendation to the Mayor and Council; Mayor and Council public hearings on both the ZTA and the amendments to Chapter 18; and Mayor and Council decisions on both.

### Volunteer Program

Status: A report on the number of volunteers and volunteer hours for the first half of FY20 was provided on the January 13, 2020 agenda. On November 2, 2020, staff provided an FY20 volunteer update and discussion of strategies to increase volunteerism. Staff will work with the CC/DCO to create content protocols for the Board and Commission web pages using recommendations from the BCTF as a guide. Staff will share a work plan with goals and timelines for the volunteer program with the Mayor and Council. An update was provided at the May 10, 2021 Mayor and Council meeting. Updates will be provided every six months.

Status of volunteer appreciation:
In the fall of 2021, with the assistance of Rockville Channel 11, a thank you volunteer video featuring the Mayor and Council was produced to thank all Rockville volunteers. This video was shared in late November 2021 using multiple channels including, Channel 11, social media, Rockville
Reports, Rockville Reports online, email to civic organizations and other religious and nonprofits, and an email list of past and current volunteers, including boards and commissions.

On February 1, 2022 staff sent an email to the Mayor and Council that included a recorded Volunteer Program and Process Update report on the first semester FY22 that was posted on YouTube. Also included was the staff report and attachments. The next update will be provided in July 2022.

Annual Volunteer Recognition:
In July 2021, the Mayor and Council postponed the Volunteer Appreciation Party to the Spring 2022. The annual volunteer recognition event organized by Special Events for the spring 2022 was moved to the Fall of 2022. Initially, the Good Neighbor award was going to be part of this larger event. For 2022, the Good Neighbor awards ceremony will be held in July separate from the annual volunteer recognition. In 2023, both will be combined into one event.

Status of employee appreciation event:
Human Resources has explored the option of holding a virtual employee appreciation event by the end of February 2022. The City Manager and HR Director recommend that it is best to hold the event at a time where all can comfortably attend in person. December has been when this event was held in the past, and that is our plan for this year.

<table>
<thead>
<tr>
<th>2019-1</th>
<th>10/29/18</th>
<th>PDS</th>
<th>Future Agenda</th>
<th>Accessory Buildings/Structures</th>
</tr>
</thead>
</table>
| Status: On April 20, 2020, the Mayor and Council discussed potential revisions to the development standards for accessory structures. The Mayor and Council directed staff to conduct additional neighborhood outreach to educate and inform residents of the proposed changes and to bring back the item for discussion and instruction. Discussion and instruction on Accessory Buildings and Accessory Dwelling Units was held at the November 16th Mayor and Council meeting. The Mayor and Council directed staff to conduct comprehensive outreach to hard-to-reach neighborhoods and all HOA and community associations. A series of virtual meetings will be scheduled to gather additional community feedback. Staff will promote information broadly that explains it in a very clear and easy to understand manner. Staff will closely track the community input and will share it in a staff report for the public hearing that will be scheduled after the virtual meetings are completed. Staff held three WebEx community meetings and received a number of comments from the participants. A summary of the comments was

May 23, 2022
A-10

provided to the Mayor and Council as part of the May 10, 2021 public hearing. At the public hearing, four speakers spoke in favor of allowing ADU’s, while four speakers were opposed. At the hearing on accessory building standards, two speakers expressed detailed comments on certain aspects of the text amendment. Items regarding the Discussion and Instructions to staff for the ADU Text Amendment and the Accessory Buildings/Structures Text Amendment is scheduled for May 23, 2022.
<table>
<thead>
<tr>
<th>Year</th>
<th>Date</th>
<th>Department/Office/Assignee</th>
<th>Agenda Item</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>2/25/19</td>
<td>R&amp;P/PDS/CMO</td>
<td>Future Agenda</td>
<td>RedGate Park Planning</td>
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<td>Status: The Mayor and Council provided staff direction on June 22, 2020 to engage the public in a planning process for a new destination park at RedGate. Staff has procured new public engagement software to support the effort and will begin the engagement process. The Mayor and Council will receive updates during the planning process and will be engaged in the public outreach portion of the work. Funding for consultant services was requested as part of the FY21 Budget Amendment #1 to Mayor and Council on October 26, 2020. FY21 Budget Amendment #1 was approved on November 2, 2020. Task Order for consultant services is out to bid with the City’s 17-18 vendors. Once received, a team will evaluate the proposals to determine whether to award or go out to bid. When awarded, RedGate team will work with consultant to implement virtual public engagements and ultimately present three concepts to Mayor and Council. On Friday, January 22, 2021, the City officially issued the purchase order for the consultant work on this project. Staff has already begun meeting with the consultant team and aim to have the first public engagement opportunity in late February/early March. The public process for RedGate Park was announced under the City Manager’s report on March 22, 2021 at the Mayor and Council meeting. Through a video message, residents were invited to visit the project website to complete a survey on what types of activities and facilities they would like to see at RedGate Park. There are also opportunities for commenting through the website so that individuals can choose the format they are most comfortable using. Informed by the survey and best practices, three site concepts that display different alternatives for RedGate Park will be shared with the public in winter of 2021, to help further guide the discussion of both what should be at RedGate Park, and where those uses should be located within the park. Based on that feedback, a final site concept will be presented to Mayor and Council for their approval in the winter/spring 2022. Staff updated the Mayor and Council on the planning process on October 18, 2021.</td>
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<td>Status: On February 7, 2022, staff and the project consultant presented three park site alternatives to the Mayor and Council during a RedGate project briefing. The Mayor and Council provided staff input and direction on preferred park amenities and alternative. Since the briefing, staff and the consultant have reconvened to produce a refined site plan based on the input and direction from the Mayor and Council. Two community meetings are set for April 19, 2022 and April 23, 2022. The meetings will be advertised on various city-associated websites and social media platforms. At these two community meetings, staff will engage the community on the refined site plan and gather feedback.</td>
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public and present the refined concept to seek additional feedback from the community. A cost estimate, meant to accompany the refined site plan, is also being developed. A Mayor and Council briefing is scheduled for June 6, 2022 at which staff and the consultant will present the refined concept, cost estimate, and community feedback.

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<tr>
<th>Year</th>
<th>Date</th>
<th>Author</th>
<th>Agenda Item</th>
<th>Notes</th>
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<tbody>
<tr>
<td>2019</td>
<td>3/25/19</td>
<td>PDS</td>
<td>Future Agenda</td>
<td>Special Districts, including Business Improvement Districts (BIDs), Tax Increment Financing (TIF), Arts &amp; Entertainment Districts</td>
</tr>
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</table>

Status: The Mayor and Council discussed various options on 1/4/21 and decided to pursue an Arts & Entertainment district. Staff, in partnership with REDI and other stakeholders, will return to the Mayor and Council to discuss options for a formal State designation and for locations to promote. At the July 19, 2021 meeting, the Mayor and Council approved a resolution designating the Rock East District area within the East Gude Drive corridor in Rockville in response to a request from REDI. On October 18, 2021, the Mayor and Council presented a Rock East District certificate of recognition to the Executive Director of REDI. Staff will return in the future, along with REDI, to discuss the concept of applying to the State for designation as an Arts & Entertainment District, perhaps focusing on Town Center.
Future Agenda

**Early Childhood Education and Child Care Services**

Discuss city provision of early childhood education services (history of the current program, community need for the service, private sector market, expansion to additional Rockville locations) and future services.

**Status:** To prepare for the discussion, staff will obtain the results of a childcare user survey conducted for Montgomery County’s Early Childhood Coordinating Council (ECCC) and will incorporate information requested in recent conversations with the Mayor and Council. The Mayor and Council approved the delay on January 4, since the County has not yet released the survey results. Staff obtained survey results from the Commission for Women and the County’s ECCC and is analyzing them in preparation for the April 5, 2021 discussion. At the April 5, 2021 Mayor and Council meeting, Mayor and Council discussed Early Childhood Education with seven panelists that have various early childhood education perspectives. Staff is working on the next steps and requests for information that came from the meeting and will follow up with responses.

Staff will continue to monitor opportunities for Mayor and Council to promote and advocate for quality childcare. The City has developed a “Child Care Reference and Links” webpage to direct parents and providers to county, state, and non-profit resources. The webpage gives parents links to childcare location services, subsidy programs. Providers can see links to opportunities from the county and state. An update will be provided to the Mayor and Council at a meeting in January 2022 similar to the April 21, 2021 meeting to include early childhood education panelists from the County and State. The staff has already begun working on the report. When a specific date is identified in the winter of 2022 it will be shared with the Mayor and Council. A memo providing an update on the status of childcare will be forwarded to the Mayor and Council.
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<tr>
<th>Date</th>
<th>Time</th>
<th>Department</th>
<th>Type</th>
<th>Topic</th>
<th>Status</th>
<th>Date/Time</th>
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</thead>
<tbody>
<tr>
<td>2019-10</td>
<td>4/1/19</td>
<td>HR</td>
<td>Email</td>
<td>Personnel Policy and Procedures Manual Update</td>
<td>Share an update on the status of this effort.</td>
<td>May 2 and June 6, 2022</td>
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<td>Status: In follow up to the Feb. 24 presentation of the updated PPM, the Mayor and Council discussed it again on October 26, 2020. Staff provided the revised draft PPM and responses to Mayor and Council questions on October 9, in advance of the October 26 brief book. The Mayor and Council removed the item from the October 26 agenda. The first discussion was held on November 19, 2020. The discussion included the development of a Rockville parental leave program. The parental leave and RIF policy discussion items were moved to October 25, 2021. Part-One Comprehensive Review and Revision of the Personnel and Procedures Manual discussion is scheduled for May 2, 2022. Part-Two Comprehensive Review and Revision of the Personnel and Procedures Manual discussion is scheduled for June 6, 2022.</td>
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<td>2019-12</td>
<td>4/1/19</td>
<td>Police</td>
<td>Future Agenda</td>
<td>Parking Enforcement at Street Meters</td>
<td>Share an overview of Rockville’s current program and how other local jurisdictions handle parking enforcement at street meters, including hours of enforcement.</td>
<td>Ongoing</td>
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<td>Status: Town Center parking meter spaces have been signed as 15-minute curbside pick-up, and a system for improved food pick-up is in place in Town Square to support food service establishments. The Police Department intends to move forward with the implementation of Smart Meters in FY22, should the Mayor and Council provide approval through the FY22 budget process. An agenda item regarding Citation Fees and Fines, which includes items related to parking, was held May 3, 2021. Staff will return to the Mayor and Council with answers to questions, additional information, and a modified parking fine fee structure based on Mayor and Council feedback. Introduction of an Ordinance to Amend Chapter 23 of the Rockville City Code Entitled “Traffic” So as to Increase the Fine Amount for Violations of Parking Restrictions Within Fifteen Feet of a Fire Hydrant; Parking Restrictions Within the Lane Markings, or Signs, Designating a Fire Lane; and Parking Restrictions in Designated Handicapped Parking Spaces occurred on June 14 and adoption occurred on the June 21 meeting. The Police Department Parking Related Citation Fines Ordinance introduction and adoption occurred on October 18, 2021. Once the fee adjustments are approved, public outreach will be conducted to educate residents on the rationale for the changes through Rockville Reports and other City communication channels.</td>
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<tr>
<td>Date</td>
<td>Appointed Officials</td>
<td>Worksession</td>
<td>Staff Recommendations on the Priorities of the Boards and Commissions Task Force Report</td>
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<td><strong>Status:</strong> The Mayor and Council discussed the Task Force’s report and next steps on July 6, 2020. The Mayor and Council directed the three appointed officials to return on agenda, on November 23, 2020 with specific updates and responses to the recommendations in the report and an action plan for next steps. The Mayor and Council will also discuss recruitment of volunteers for boards and commissions during the November 23 Agenda Item on new boards and commissions. These items were discussed on November 23, 2020 by the Mayor and Council. On May 17, 2021 staff will present the Appointed Officials Proposed Policies and Procedures Guidelines – BCTF Recommendation for Mayor and Council discussion and instructions, and possible adoption. This will include an update on the status of recommendations included in the November 23, 2020 staff report. Discussion, and Instruction, and Possible Adoption - Appointed Officials’ Proposed Policies and Procedure Guidelines - BCTF Recommendations was scheduled for May 17, 2021, but staff was not available. This item was approved at the November 1, 2021 meeting. The “Guidelines and Procedures Handbook” will be provided to every member of the City’s Board, Commissions, Committees and Task Forces. There will be planned training sessions scheduled for both members and staff liaisons. The CC/DCO will start the process of updating the training for each board or commission and scheduling annual meetings with the Mayor and Council on work plan, goals, accomplishments, and new member training and orientation materials.</td>
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<td>Date</td>
<td>3/18/2020</td>
<td>CAO</td>
<td>Future Agenda</td>
<td>5G Wireless Technology</td>
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<td>Status</td>
<td>On March 18, 2020 and May 11, 2020, the Mayor and Council discussed and introduced Zoning Text Amendment TXT2019-00251 on regulating the Installation of Small Cell Antennas. Staff is researching topics and questions raised by the Mayor and Council prior to scheduling adoption of the Ordinance. In addition, the FCC has issued another order which requires that this text amendment be modified prior to adoption. Staff is currently evaluating what changes must be made. It is likely that the text amendment may be modified significantly and would require beginning the public review process again. The CAO has hired an outside attorney who is assisting with the ordinance rewrite. The date is to be determined by the Mayor and Council as to when this will appear on the meeting agenda. City engaged Best, Best and Krieger (BB&amp;K) to provide advice and edits on the zoning text amendment TXT2019-00251 for 5G/small cell installations. The firm completed its review and edits. Due to staffing changes in both PDS and the CAO, current staff has begun evaluating the firm's work and assessing how best to move forward on BB&amp;K’s suggested changes to the text amendment.</td>
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<th>Date</th>
<th>Action</th>
<th>Description</th>
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| 2020-03  | 1/13/2020                                                              | **Climate Change Efforts**  
Brief the Mayor and Council on City efforts related to climate change.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|          | **Status:** The Mayor and Council reviewed preliminary findings and discussed the process for developing Rockville’s first Climate Action Plan on September 21, 2020. Staff led a public engagement process in the Fall and winter of 2020, including meeting with various boards and commissions, a virtual Climate Action Plan Open House on November 17, and an online survey open through the end of February. Throughout 2020/2021, staff worked with a consultant and COG to develop a cost/benefit analysis of climate actions, and work with different departments on a climate resiliency analysis. The Mayor and Council received a presentation on the County’s Draft Climate Action Plan on February 8, 2021 from Montgomery County officials. The County released their final plan in June of 2021; the County’s plan contains several actions for municipal coordination that informed the action included in the City’s plan. The City’s Environmental Management Division held a virtual community meeting to provide an update on the Draft Climate Action Plan on July 22, 2021 from 7 – 8:30 pm. The Mayor and Council received a Presentation and Discussion of the Draft Climate Action plan on November 15, 2021. The draft plan was developed with extensive input from the Environment Commission and members of the community. It contains approximately 42 actions to reduce greenhouse gases and increase resiliency to climate change in an equitable manner; including several measures to increase renewable energy and electric vehicles in both City operations and throughout the community. The draft CAP also includes a preliminary review of potential costs, effectiveness, feasibility, equity considerations, and co-benefits for each action to help inform the Mayor and Council on implementation needs, future budget considerations, and potential metrics to access progress through 2030. Staff looks forward to receiving feedback on the draft plan this winter to chart a feasible and effective path towards strategic implementation. On October 19, 2021, staff provided an advanced email copy of the Draft Climate Action Plan to the Mayor and Council via email. Also included is the tentative public engagement campaign schedule. The Mayor and Council provided comments on the draft plan on November 15, 2021. Staff invites additional comments to be submitted to staff by December 17, 2021. A public comment period is open through | Ongoing |
December 3. The Mayor and Council requested to review compiled comments, consider changes, and consider adoption of the plan at the January 10, 2022 meeting. On January 10, 2022, the Mayor and Council adopted the resolution and approved the Climate Action Plan, reflecting the discussion of the governing body. The Mayor and Council also adopted the resolution to Transition the City On-Road Fleet to Cleaner and More Efficient Fuel Sources. Staff will provide an annual Climate Action Report to the Mayor and Council to report progress on the Plan initiatives.
**Affordable Housing Goals**
Discuss Rockville’s strategy to meet the affordable housing goals established by the Metropolitan Washington Council of Governments (COG).

**Status:** Multiple Future Agenda Items will explore a variety of strategies to meet the affordable housing goals, including adjustments to the City’s Moderately-Priced Dwelling Unit (MPDU) program, tax exemptions for affordable housing, fees and other subsidized housing programs. Staff will explore with the Mayor and Council other barriers to affordable housing by reviewing the zoning ordinance, identifying developable and under-utilized parcels, and seeking additional affordable housing funding opportunities and tools. To inform the Future Agenda Items, staff will conduct public forums to solicit feedback on strategies.

The City’s Homeowners Tax Credit Program and the County’s Senior Tax Credit Program was included in the Mayor and Council’s budget survey and other materials during the first FY22 Budget Worksession on November 9, 2020. Mayor and Council held a work session on housing matters at its February 22, 2021 meeting. The specific discussion items included MPDUs Affordability Restriction period, Senior Tax Credits, Employer-Assisted Housing, and Incentives in Exchange for More Affordable Units. The next steps will include additional research related to help further the discussion on the senior tax credit. The items to be researched will include current assessed value of Rockville homes, reaching out to the County about pursuing changes to the County’s program; additional data from SDAT. Staff will also reach out to Gaithersburg about their homebuyer assistance program to learn about funding levels, staffing levels and other pertinent program information. The Mayor and Council received the 2040 Comprehensive Master Plan on March 15, 2021 for review. The 2040 plan included consideration of missing middle housing.

**Voluntary Rent Guidelines (and MPDU Rent and Income Schedule)**—A resolution was approved by Mayor and Council on April 12th allowing for 1.4% increase.

**MPDU Declaration of Covenants and Restrictions (Rental)** – Staff is also developing a system for tracking rental MPDU expiration dates (there are about 900 units with different expiration dates) to be discussed on agenda on February 22, 2021. The Mayor and Council were provided with a spreadsheet showing the expiration dates of the Declaration of Covenants and Restrictions for each development containing rental MPDUs. M&C would like to explore extending changes the current 30-year MPDU affordability

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<th>Agenda</th>
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| 2020-07 | 1/13/2020 | HCD | Future Agenda | Affordable Housing Goals Discuss Rockville’s strategy to meet the affordable housing goals established by the Metropolitan Washington Council of Governments (COG). Status: Multiple Future Agenda Items will explore a variety of strategies to meet the affordable housing goals, including adjustments to the City’s Moderately-Priced Dwelling Unit (MPDU) program, tax exemptions for affordable housing, fees and other subsidized housing programs. Staff will explore with the Mayor and Council other barriers to affordable housing by reviewing the zoning ordinance, identifying developable and under-utilized parcels, and seeking additional affordable housing funding opportunities and tools. To inform the Future Agenda Items, staff will conduct public forums to solicit feedback on strategies. The City’s Homeowners Tax Credit Program and the County’s Senior Tax Credit Program was included in the Mayor and Council’s budget survey and other materials during the first FY22 Budget Worksession on November 9, 2020. Mayor and Council held a work session on housing matters at its February 22, 2021 meeting. The specific discussion items included MPDUs Affordability Restriction period, Senior Tax Credits, Employer-Assisted Housing, and Incentives in Exchange for More Affordable Units. The next steps will include additional research related to help further the discussion on the senior tax credit. The items to be researched will include current assessed value of Rockville homes, reaching out to the County about pursuing changes to the County’s program; additional data from SDAT. Staff will also reach out to Gaithersburg about their homebuyer assistance program to learn about funding levels, staffing levels and other pertinent program information. The Mayor and Council received the 2040 Comprehensive Master Plan on March 15, 2021 for review. The 2040 plan included consideration of missing middle housing. Voluntary Rent Guidelines (and MPDU Rent and Income Schedule)—A resolution was approved by Mayor and Council on April 12th allowing for 1.4% increase. MPDU Declaration of Covenants and Restrictions (Rental) – Staff is also developing a system for tracking rental MPDU expiration dates (there are about 900 units with different expiration dates) to be discussed on agenda on February 22, 2021. The Mayor and Council were provided with a spreadsheet showing the expiration dates of the Declaration of Covenants and Restrictions for each development containing rental MPDUs. M&C would like to explore extending changes the current 30-year MPDU affordability
period to 99 years. Staff will bring forth to the Mayor and Council recommended amendments to the City Code Chapter 13.5 (MPDU Ordinance) and the implementing regulations in Fall 2021. Staff brought this item to the Mayor and Council on November 8, 2021. Please see related text below.

**Standardizing MPDU Set-Aside**

Staff previously brought forth to the Mayor and Council a concept discussion of standardizing the MPDU set-aside requirement to 15% throughout the city regardless of zoning designation (some areas of the city only require 12.5%). The Mayor and Council directed staff to take the next steps, which was to include hosting a public forum for feedback followed by redline revisions to the MPDU ordinance and regulations. Staff will bring forth the redlined revisions to the Mayor and Council for consideration. A public hearing is not required for MPDU code updates. On November 8, 2021, the Mayor and Council introduced proposed amendments, including standardizing the set-aside requirement to 15% throughout the city. The Mayor and Council elected to hold a public hearing, which is scheduled for December 6, 2021. Other proposed amendments include the following:

- Establishing a 99-year control period for certain rental MPDUs;
- Applying the in-lieu fee formula applicable to lifecare facilities to senior or special needs housing with services;
- and clarifying restrictions on the re-sale of certain MPDUs.

The Mayor and Council approved the following modifications to Chapter 13.5 on December 20, 2021:

- Establish a 99-Year Control Period for certain rental MPDUs;
- Uniformly Apply a Fifteen Percent (15%) MPDU set-aside Requirement for developments of 50 or more units;
- To clarify restrictions on the re-sale of certain MPDUs; and
- Update the name of the implementing department.

The Director of Housing and Community Development is reaching out to the Mayor and Council to ascertain the next steps regarding the application of the In-Lieu Fee formula currently only applicable to Lifecare Facilities for contributions to the Moderately Priced Housing Fund, in lieu of providing MPDUs to Senior or Special Needs Housing with Services uses. The Mayor and Council asked that this item come back to the governing body for further discussion and consideration.

The developer is no longer considering in-lieu fee option. The developer will provide affordable units onsite. The developer will provide its proposal for Mayor and Council approval at date yet to be determined.
<table>
<thead>
<tr>
<th>Annual MPDU Updates</th>
<th>Employee Homeownership Assistance Program</th>
<th>MPDU Declaration of Covenants and Restrictions (Homeownership)</th>
<th>RHE PILOT request for 29 scattered site units. This item is on the Mayor and Council agenda for December 20, 2021.</th>
</tr>
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<tr>
<td>Per Mayor and Council request at the March 15, 2021 budget work session, HCD will provide an annual report on MPDU activities—MPDUs sold (including resales), foreclosed, and delivered, and units that age out of the program annually starting in 2022.</td>
<td>This was discussed at the February 22, 2021 Housing Work Session. Staff shared that a follow-up memo will be circulated to the Mayor and Council with recommended strategies for consideration. The City Manager circulated a follow-up memo with Mayor and Council on 3/21/2021. The memo provided an overview of Gaithersburg program and recommended a path to fund a similar (smaller scale) program for the City of Rockville. Staff awaits M&amp;C direction for further action. An Employee Housing Assistance Program discussion will be held on November 15, 2021. On November 15, 2021, staff presented for discussion to the Mayor and Council follow-up information on Gaithersburg’s Employer-Assisted Housing Program and a draft employee survey. HCD plans to deploy the survey over the next several weeks and keep it open for 30 days (we may extend the time if necessary) and report the results to the Mayor and Council in the spring (2022). The Mayor and Council received a presentation on the survey results at its March 21, 2022 meeting.</td>
<td>The Mayor and Council requested that staff bring forth for Mayor and Council discussion concepts on shortened Moderately Priced Dwelling Unit (MPDU) Declaration of Covenants and Restriction for the homeownership component of the MPDU program. This was discussed in the context of a development proposal for the King Buick site and the potential for creating a feasible workforce product at the site. The concern is that the current 30-year control period on all MPDUs would make workforce units above 80% of AMI an unattractive purchase for buyers at the applicable sales prices and be subjected to restrictions of the MPDU Declaration of Covenants and Restriction. Staff will bring this item to the Mayor and Council in the winter or at a later time that works for Mayor and Council.</td>
<td>The Mayor and Council approved the PILOT agreement at its meeting on December 20, 2022.</td>
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| Date   | 2020-09 | 1/27/2020 | DPW | Future Agenda | **Corridor Cities Transitway**  
Provide background information to facilitate the current Mayor and Council taking an official position on the CCT route.  
Status: Discussion will be scheduled for a future Mayor and Council meeting. | TBD |
|--------|---------|-----------|-----|--------------|---------------------------------|
| Date   | 2020-10 | 1/27/2020 | DPW | Future Agenda | **I-270 widening**  
Establish a strategy for negotiating with the State.  
Status: Mayor Newton spoke at the public hearing on Sept. 10. The comment period on the DEIS was extended from Oct. 8 to Nov. 9. The Mayor and Council discussed the DEIS on October 26 and provided comments on the DEIS letter. The Mayor and Council approved the letter to MDOT on November 2, 2020. Councilmember Pierzchala forwarded an advocacy strategy to the Mayor and Council that is under consideration and was discussed at the December 7 meeting. Staff sent an email to the District 17 Delegation inviting them to attend a Mayor and Council meeting in January 2020, prior to the start of the State legislative session, to discuss advocating in support of the City’s interests. At the December 14 meeting, the Mayor and Council provided direction to staff to research hiring outside expertise and counsel regarding I-270 widening and to take into consideration the four bullet points included in the summary provided by Councilmember Pierzchala. The Mayor and Council held a worksession to discuss potential outside consultant needs and other matters related to the I-495 & I-270 at their January 25, 2021 meeting. The Mayor and Council directed staff to develop a scope of work that would include tasks, milestones, and costs for outside consultant expertise. Additionally, staff will continue to coordinate with Don’t Widen I-270, Park and Planning, and Transportation Planning Board partners, as well as with other organizations who may have similar interests. On April 12, the Mayor and Council approved the Acting City Attorney to move forward with procuring a legal consultant to assist with the I-495 and I-270 Managed Lanes Project. MDOT/SHA and Federal Highway Administration (FHWA) published the Supplemental Draft Environmental Impact Statement (SDEIS) on 10/1/21 and comments will be accepted until 11/15/21. Two MDOT/SHA virtual public hearing sessions are scheduled for 11/1/21. At the October 4 meeting the Mayor and Council approved that a letter would be sent to MDOT asking for the public comment process to be extended to at least 120 days. The letter from the Mayor and Council to MDOT/SHA and the Federal Highway Administration was sent on October 15, 2021. Under Old/New business at the November 8, 2021, meeting the Mayor and Council approved the City’s comments to MDOT/SHA regarding the I-270 & I-495 Managed Lanes Study Supplemental Draft Environmental Comments. The approved SDEIS letter was sent to SHA/MDOT. On November 12, 2021, | Ongoing |
MDOT/SHA announced that the public comment period was extended to November 30, 2021.

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<tr>
<th>Date</th>
<th>Meeting Date</th>
<th>Department/Division</th>
<th>Type</th>
<th>Topic</th>
<th>Status</th>
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<tbody>
<tr>
<td>2020-08</td>
<td>1/27/2020</td>
<td>CMO/PDS/Finance/DPW</td>
<td>Workshop</td>
<td>Town Center Follow-up on Mayor and Council direction from the Town Hall meeting and Urban Land Institute (ULI) report.</td>
<td>Ongoing</td>
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Status: A Mayor and Council status update and discussion of Town Center initiatives was held on January 4, 2021.

Parking – On July 12, 2021, Federal Realty changed the rate structure to permit the first two hours of parking to be free in the Town Square garages, without the need for validation.

Town Center Road Diet – Study and report to Mayor and Council on suggestions in the TAP report and Mayor and Council’s discussion.

Status: The consultant presented their analysis of N. Washington St and East Middle Ln to the Mayor and Council on October 5, 2020, when staff received direction on the preferred approach. That direction was amended on April 19, 2021. The project was approved in the FY22 CIP for design and construction funding. A design contract was awarded on September 7, 2021.

Real Estate/Broker/Economic Assessment – In the context of the next update on the ULI recommendations, invite industry experts to dialogue on competitive challenges to Town Center.

- Status: REDI and city staff will continue to provide their professional insights on competitive challenges to Town Center. The Mayor and Council discussed Town Center on January 4, 2021.

Undergrounding of Route 355 – Revisit the information provided to the Mayor and Council, including community impacts, to formulate an official Mayor and Council position post COVID-19.

- Status: On August 2, 2021, the Mayor and Council adopted the Rockville 2040 Comprehensive Plan, choosing to retain the concept of undergrounding MD 355, with an elevated pedestrian promenade, as the City’s long-term policy, as is indicated in the Town Center Master Plan. The WMATA study of the Rockville Metro Station will provide an opportunity to discuss that policy and how implementation would interact with the future plans for the station and Bus Rapid Transit.

Community Engagement – on 1/4/21, the Mayor and Council directed staff to return with options for how to engage Town Center residents, business owners and other stakeholders. Two meetings on this topic were held with City staff.
across departments, as well as REDI and the Rockville Chamber. An internal draft memorandum presenting the approach has been developed. The City Manager has directed that staff conduct additional outreach to residents, businesses and others to ensure that the strategy comports with needs and desires of Town Center stakeholders. A revised memo will be completed for the City Manager to share with the Mayor and Council in early 2022. An agenda item regarding the Town Center Initiative – Update on Community Engagement and Other Components is scheduled for May 16, 2022.

The Future of Gibbs Street and E. Montgomery Avenue
In June 2020, the City closed Gibbs Street to vehicular traffic, to allow businesses and non-profit organizations to have expanded areas for outdoor seating and activities during the pandemic. The City did the same with E. Montgomery Avenue, between Maryland Avenue and E. Montgomery Avenue. Adjustments were made at various points to both streets, including improved entrance areas (through decorative planters), Federal Realty bringing enhanced street furniture to Gibbs, adjustments to how the furniture is arranged on Gibbs, and re-opening a portion of E. Montgomery Avenue to permit, on the south side, one lane of vehicular traffic and one parking lane (while still permitting a restaurant tent on the north side of the previously closed block). On July 1st, the Mayor and Council authorized that this arrangement be left in place until October 31, 2021. On October 1, 2021 the City Manager provided the Mayor and Council with a report on the status of Town Center Streeteries. While the City negotiates for a permanent agreement with FRIT, the City Manager extended indefinitely the temporary permits for outdoor seating on Gibbs Street. The long-term agreement will be brought as Consent Item in the future (TBD). The City Manager also maintained the current partial road closure on East Montgomery Avenue and will extend temporary outdoor dining permits in 6-month intervals to the World of Beer. The free, 15-minute on-street parking for curbside pickup will continue in designated spaces in Town Center. Staff is also examining new signage to reduce confusion and provide better clarity for visitors.

**Tax Incentives for Development** – on 1/4/21, the Mayor and Council asked that staff return to present potential options to encourage more residential development in Town Center, including through tax incentives.

**Addressing maximum building heights in Town Center** – on 1/4/21, the Mayor and Council asked that staff provide options for increasing allowable building heights in certain locations in Town Center. *This topic was discussed in the June 7, 2021 Rockville 2040 Comprehensive Plan work session and direction was provided to staff regarding how heights are discussed in the Planning Area 1 (Town Center) section of the plan. Introduction and Adoption of the Rockville 2040 Comprehensive Plan occurred on August 2, 2021. Further discussion will occur in the context of the Comprehensive Zoning Ordinance, which will implement the plan.*
Proposed Annexation of and Project Plan for 16200 Frederick Road (King Buick Property)

On November 23, 2020, the Mayor and Council directed staff to initiate the annexation process, through introduction of a resolution to expand the corporate boundaries (annexation). After the Planning Commission’s review and recommendation, including of the zoning for the parcel, the Mayor and Council held a public hearing on the proposed annexation on May 17th. On June 21st, the Mayor and Council reviewed testimony, introduced an ordinance to amend the zoning ordinance to apply an MXCD zone to the property, and provided instructions to staff to return for adoption of the annexation resolution and approval of the new zoning. Those actions were scheduled for October 4th. On September 13th, the Mayor and Council approved a proposed Annexation Agreement with the prospective developer, EYA, to establish parameters for the proposed development project. Also, EYA submitted a project plan application for the development project. The Mayor and Council approved the project plan with conditions, November 8, 2021. Staff recommends that this item be closed. Mayor and Council, please provide direction to staff.
<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting Date</th>
<th>Responsible Officer(s)</th>
<th>Agenda Item</th>
<th>Status</th>
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</thead>
<tbody>
<tr>
<td></td>
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<td>Develop a public awareness campaign about the negative impacts of smoking generally, on people with underlying health conditions and on neighbors in multi-family residential communities.</td>
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<td>Status: The Mayor and Council discussed this topic on July 20, 2020. Throughout the month of November, the City conducted an information campaign describing the dangers of tobacco use and educating the Rockville community about where they can expect smoke-free environments, and what steps to take to be healthy and smoke-free. A proclamation for the Great American Smokeout was issued at the October 26 Mayor and Council meeting. A Healthy Rockville recognition program has been created for smoke-free multifamily housing. Next steps included sending letters to the business community reminding them of smoke-free laws. An accurate list of all restaurants has been developed, and the letter was sent in April 2021. Staff recommends that this item be moved to the completed section of the report. Mayor and Council, please provide direction. The Assistant Planning Director reached out to Federal Realty Investment Trust (FRIT) to make them aware of the issues with patrons not following the City’s No Smoking Ordinance in outdoor seating areas controlled by FRIT and requested that FRIT reach out to their tenants and remind them of the requirements. Staff has also requested that FRIT continue to remind patrons using public areas in the vicinity of the plaza that they must follow the City’s No Smoking Ordinance. Additional no smoking signage was installed on Gibbs Street. Staff recommends that this portion of the item also be considered as complete. Mayor and Council, please provide direction to staff.</td>
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<tr>
<td>2020-16</td>
<td>6/1/20</td>
<td>RCPD/HCD/CMO</td>
<td>Future Agenda Social Justice, Racism and Bias</td>
<td>Ongoing</td>
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<td>Prepare suggestions for Mayor and Council discussion of ways to further engage with and educate our community.</td>
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<td>Status: On June 22, 2020, the Mayor and Council discussed the Rockville City Police Department’s (RCPD) fair and impartial policing strategies. Frequently Asked Questions were posted online to educate the community. The Mayor and Council on November 16, 2020 approved the vision, purpose, and mission of a new Community Policing Advisory Board (CPAB) and directed staff to come back with a resolution to formally approve the establishment of the CPAB. The Mayor and Council, please provide direction to staff.</td>
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</table>
Council approved the resolution to establish the CPAB on December 7, 2020.

The Community Policing Advisory Board began meeting in March 2021, the group has organized into four subcommittees to review data and statistics regarding calls for service within the city, the department's policies and procedures, mental health and officer wellness as well as outreach and community engagement. The Board has had lengthy discussions regarding the agency’s budget – specifically reviewing if there is adequate funding for training and the types of training being offered to officers. There is an emphasis on ensuring RCPD is focused on crisis intervention and effective methods for de-escalation and dealing with those in mental crisis. Unfortunately, due to COVID-19, the Board has not been able to participate in community outreach events with RCPD and meet with the community to hear their thoughts and concerns; however, the Board has attended the Fair and Impartial Policing Training held this past summer. The Board has engaged in conversations with MCPS/Richard Montgomery High School in regards to the Community Engagement Officer role (formerly SRO’s) and if there is any action that needs to be addressed with the current structure of the program. The Board is also interested in focusing on ways to communicate with the community to provide important educational resources and points of contact at local organizations for assistance with substance abuse, homelessness, domestic violence, mental crisis, etc.

On September 21, 2020, the Mayor and Council discussed short, mid and long-term action ideas, aspirations and directives and directed staff to further revise the table and develop a plan for next steps. The follow-up discussion was held during the December 14, 2020 meeting regarding the employee survey on racial equity and inclusion. The input will help to inform the preparation for the discussion on further refining the social justice, racism, and bias action plan and next steps, which is scheduled as a work session for January 25, 2021. On January 25, 2020 the Mayor and Council held a follow-up discussion and provided direction on potential action items and implementation strategies. Staff will develop and populate a tracking chart with which to monitor the activity and progress of each action.

The Human Services Advisory Commission (HSAC) and Human Rights Commission (HRC) shared an overview of their community survey instrument and discussed it at the March 1st Mayor and Council meeting, prior to deployment. The HSAC and HRC will present the community survey results to the Mayor and Council. The governing body will have
the opportunity to provide direction on the survey results and it will be included, with the community input, in the list of implementation strategies for potential direction on implementation.

Community Survey - at the March 15, 2021 Mayor and Council meeting, a member of the Mayor and Council suggested structuring the community survey to make it scientific. The suggestion was made in the context of planning and budgeting the ARP funding for assistance programs. Staff will follow up with Mayor and Council to gain additional understanding of the suggestions. Community Survey is scheduled to be released in the Spring of 2021.

As of the week of 4/26/21, the community Survey has been translated into 5 languages (Spanish, Russian, Mandarin Chinese, Vietnamese, and Korean). HSAC and HRC commissioners are inputting the survey questions into SurveyMonkey. The survey was released on June 2nd. The HRC/HSAC plans to report the survey results to the Mayor and Council in the first quarter of calendar year 2022.

Resolution for Equity and Social Justice - Was first discussed on May 24, 2021. The Mayor and Council discussed the proposed resolution and provided edits to staff. Staff brought forth to the Mayor and Council a revised version of the resolution for discussion and adoption on July 12, 2021. The resolution was adopted On July 12, 2021 with one change (adding “Latino” to a clause). The Mayor and Council also directed staff to prepare a resolution titled “Hate Has No Place Here” condemning all hate. Staff will bring forth a draft resolution at the September 13, 2021 Mayor and Council meeting. The Mayor and Council approved a resolution titled “Hate Has No Place Here” at the September 13, 2021 M&C meeting.

The City Manager shared with the Mayor and Council potential draft job descriptions for the Diversity, Equity and Inclusion professional and Mental Health Specialist. The City Manager and the Police Chief also discussed structuring the Mental Health Specialist position through a contractual relationship with Montgomery County, which is presently being designed into an MOU with the County’s Department of Health and Human Services. Both positions were included in the FY22 Adopted Budget.

The Assistant to the City Manager for Diversity, Equity, and Inclusion position was posted and can be found at the following link.
https://www.governmentjobs.com/careers/rockville/jobs/324699
1/assistant-to-the-city-manager-diversity-equity-and-inclusion
The DEI recruitment process is at the second-round interviews stage.

A package of Police Reform legislation at the State level passed in the 2021 General Assembly Session, which included the repeal of the Law Enforcement Officer’s Bill of Rights. The package of bills that passed are as follows: Accountability Act of 2021 – Body-Worn Cameras, Employee Programs, and Use of Force (passed); Senate Bill 178: Maryland Police Accountability Act of 2021 – Search Warrants and Inspection of Records Relating to Police Misconduct (Anton’s Law) (passed); Senate Bill 600: Maryland Police Accountability Act of 2021 – Surplus Military Equipment and Investigation of Deaths Caused by Police Officers (passed); and House Bill 670: Maryland Police Accountability Act of 2021 – Police Discipline and Law Enforcement Programs and Procedures (passed). The Governor vetoed three of the bills, but the vetoes were overridden prior to the last day of the Session and therefore all four initiatives will become law in July 2022. An overview of the legislation was provided to the Mayor and Council to in the final 2021 State Legislative Update prepared by Rockville’s State lobbyist.
<table>
<thead>
<tr>
<th>2020-17</th>
<th>6/1/20</th>
<th>CMO</th>
<th>Email</th>
<th>Communicating with the Public in Multiple Languages</th>
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<tbody>
<tr>
<td></td>
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<td>Provide background information about the City’s former practice of translating to Spanish one of the articles of priority interest to the community into each edition of Rockville Reports.</td>
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<td>Status: Staff shared the requested information by email on June 16, 2020. Outreach to multi-lingual communities and tracking will be a focus of the efforts of the new diversity position that is included in the FY22 approved budget. This will entail a broader review of the whole approach. The City posted the DEI position on the Rockville website on 9/25 and kicked off the recruitment process. Staff has been and will continue to look for opportunities to increase City communications in languages other than English.</td>
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<td>Staff proposes changing the title to &quot;Create a translation policy and implementation plan.&quot; Mayor and Council, please provide direction. The City Manager's Office will assign this important task to the new DEI position. Staff envisions the incumbent will conduct an analysis of the community and various engagement and communication efforts to determine a translation policy that will effectively enhance citywide outreach. In the meantime, staff is using a certified translation company to translate important items such as flooding reimbursement, Vision Zero, Redgate survey and HRC survey. The City’s website offers translatable content and Rockville Reports (print) has a panel on the front-page instructing readers (in Korean, Spanish, French and Simplified Chinese) to the online version for information that can be translated.</td>
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<td>Date</td>
<td>Action</td>
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<tr>
<td>2020-18</td>
<td>Appointed Officials</td>
<td>2020-18</td>
<td>New Education Commission/Committee and new Youth Commission/Committee</td>
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<tr>
<td>6/8/20</td>
<td>Future Agenda</td>
<td>6/8/20</td>
<td>Discuss the possibility of establishing a new commission or committee on education and a new commission or committee on Youth.</td>
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<td>6/8/20</td>
<td>Status: The Mayor and Council discussed this item on November 23, 2020 and provided direction to the appointed officials to evaluate the possible Commissions through the criteria provided in the BCTF tool, including a public hearing. The City Clerk/Director of Council Operations and the Acting City Attorney are reaching out to a professor at Montgomery College who volunteered to serve as staff support for the new Youth Commission. This item will come back to the Mayor and Council for direction. The City Clerk/Director of Council Operations met with Gregory Sember of Montgomery College regarding the Youth Commission. Mr. Sember will follow-up with staff on a proposed plan for the Youth Commission. A presentation on the proposed Youth Commission was provided on May 17, 2021. The Mayor and Council unanimously directed staff to return with revised language for a resolution to create a Youth Commission. The Mayor and Council approved a resolution to establish a Rockville Youth Commission on November 1, 2021. Discussion and Instructions for an Education Commission was held on November 22, 2021. The Mayor and Council provided comments and directed staff to hold a Public Hearing to seek community input on the charge, scope, and goals of the Commission. The Public Hearing was held on January 24, 2022. Adoption of a Resolution to Establish an Education Commission is scheduled for the March 28, 2022 meeting.</td>
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<tr>
<td>020-20</td>
<td>PDS</td>
<td>020-20</td>
<td>Business Outreach Webinar</td>
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<tr>
<td>10/26/20</td>
<td>Email</td>
<td>10/26/20</td>
<td>Support and participate in a REDI/Chamber/City webinar for local businesses to educate them on options for extending outdoor dining and services in the fall and winter months. Information sharing would include city permits, tents, heaters and other methods to extend business activities. The first webinar was held on November 16, 2020. The second webinar was held on March 29, 2021. In November 2021, REDI, along with its hired consultant, held outreach meetings in the context of the REDI Business Survey. On February 10, 2022, REDI/Chamber/City held a session entitled English Speaking Resources for Employers. The next session has not yet been scheduled, but the fall is likely.</td>
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**March 28, 2022**

**Ongoing**
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<tr>
<th>Year</th>
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<tr>
<td>2020-21</td>
<td>11/2/20</td>
<td>DPW</td>
<td>Memo</td>
<td>Vision Zero Quarterly Updates</td>
<td>An update memo was provided to the Mayor and Council on November 4, 2020. Staff provided an update on Vision Zero and the Bikeway and Pedestrian Master Plans at the February 1, 2020 Mayor and Council meeting. The next update will be provided by memo in May 2021. Public Works staff confirmed the Vision Zero Update was sent to RPAC, RBAC, and the Traffic and Transportation Commission. An update memorandum was sent via email to the Mayor and Council on May 28, 2021, and September 13, 2021. Public Works staff confirmed the Vision Zero Update was sent to RPAC, RBAC, and the Traffic and Transportation Commission. Staff provided a Vision Zero update to Mayor and Council on November 1, 2021. An update was provided in February 2022 by memo. The next on agenda update will be provided on May 16, 2022.</td>
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<tr>
<td>2020-22</td>
<td>11/2/20</td>
<td>HR</td>
<td>Future Agenda</td>
<td>Parental Leave Policy</td>
<td>The Mayor and Council will hold a discussion of a Rockville parental leave policy on April 25, 2022.</td>
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### Good Neighbor Awards Process

A discussion on the process, criteria, and best practices related to the Good Neighbor awards was held on April 5, 2021. Staff has been directed to return to Mayor and Council with research from other communities/best practices and specific recommendations for the award process. A discussion on the process, criteria, and best practices related to the Good Neighbor awards was held on November 22, 2021. Staff has been directed to move forward with the following:

1. Hold a joint celebration in the Spring of the City’s Volunteer Appreciation, the Good Neighbor Award, and Boards and Commissions.
2. Use this celebration as an open house to showcase boards and commission openings.
3. Explore the possibility of planning and funding the State of the City in the future.
4. Use the five criteria for awards presented and change the name for the criteria honorary neighbor of the year.
5. Provide parameters and guidance on the volunteer form.
6. Allow for an unlimited number of people to be nominated.
7. Acknowledge when an individual is nominated by multiple people.
8. Elected officials cannot make nominations.
9. Mayor and Council could consider making a special nomination.

The Good Neighbor Awards celebration will be held in July 2022. In 2023, the Good Neighbor Awards will be combined with the Volunteer Appreciation party into one event.

### Citywide Marketing and Branding

The Mayor and Council held an April 5, 2021 discussion on this topic, during which there was a vote to pursue a branding exercise in FY22, subject to budget appropriation. The project would be to update the communitywide brand but also include a focus on Rockville’s commercial districts, to include Town Center. City staff and REDI representatives worked together on the RFP development. During a subsequent discussion, the Mayor and Council narrowed the scope to exclude commercial district branding. The RFP was advertised on November 16, 2021. The Marketing and Branding RFP Evaluation Committee reviewed, received presentation and scored the responsive bids; a final recommendation for professional consultant award is likely before April 1. A Notice to Proceed is expected in May 2022.
<table>
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<tr>
<th>Year</th>
<th>Date</th>
<th>Department</th>
<th>Method</th>
<th>Description</th>
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<tbody>
<tr>
<td>2020-26</td>
<td>4/26/21</td>
<td>City Manager’s Office/Finance</td>
<td>E-Mail</td>
<td>Municipal Tax Duplication</td>
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<td>Track the progress of Municipal Tax Duplication (MTD) throughout the County Council’s consideration of the FY22 Operating Budget and advocate in support of the City’s and the MML Montgomery Chapter’s interests. After the County Council adopts the FY22 budget, work with the MML Montgomery Chapter, Chevy Chase Village, and Gaithersburg to advocate for the County to allow shared services and negotiate a payment for Police services. The Mayor and Council sent written comments for the April 7 County Council FY22 Budget hearing and a follow-up letter to the County Council on April 27 in advance of the April 30 GO Committee discussion regarding Municipal Tax Duplication (MTD). On April 30, the GO Committee voted unanimously to approve Chair Navarro’s recommendation to approve the County Executive’s proposed increase of $824,632 for FY22 MTD; recommend an additional $5 million in MTD funding (as requested by the MML Montgomery Chapter) as part of the County Council’s budget reconciliation process, with flexibility in three tranches ($2 million, $1.5 million, and $1.5 million); to work with the MML Montgomery Chapter to come to agreement on revised MTD formulas; and codify a formula for shared services (by October 2021) that would allow for the reimbursement of Police services in FY23. On May 12, by a unanimous straw vote, the County Council approved the GO Committee recommendation. Staff sent information to Mayor and Council on May 12 indicating that County Council staff confirmed category #2 budget reconciliation items (including MTD) will be considered sometime later this year and will not be included in the FY22 Budget that will come before the County Council for approval on May 27. County Council staff indicated that while a process for post budget adoption items has not been set, they will notify City staff when it is established. The County’s FY22 Adopted Budget adopted by the County Council on May 27, 2021 included unanimous support for the GO Committee’s recommendation. The Chapter President, Councilmember Ashton and representatives from the MML Montgomery Chapter Board have been meeting on a bi-weekly basis with the County’s Chief Administrative Officer in follow-up to the County Council direction to resolve outstanding Municipal Tax Duplication issues, including the reimbursement for Police shared services for Gaithersburg, Rockville, and Chevy Chase Village (discussion began on July 29 and is ongoing). The Montgomery County Chief Administrative Officer (CAO) shared the draft Municipal Tax Duplication legislation and a draft Police recommendations and associated Workload Analysis with MML Chapter leadership and requested feedback. Staff is reviewing the documents, meeting with the City Manager, and will share a recommended list of comments with the Mayor and Council that can be provided to the CAO. He anticipates</td>
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</table>
sharing an update with the County Council and County executive, and potentially raising for review and adoption this December. The City Manager sent a staff comments summary to the Mayor and Council on November 1. A consent item was added to the November 8 meeting for the Mayor and Council to review and approve a letter for their signature to the County’s Chief Administrative Officer, conveying the City’s comments on the draft municipal tax duplication legislation and the draft MCPD Police workload analysis and associated recommendations. At the November 8 meeting, the Mayor and Council reviewed and approved a letter from the governing body to the County’s Chief Administrative Officer, (CAO), conveying the City’s comments on the draft municipal tax duplication legislation and the draft MCPD Police workload analysis and associated recommendations. The letter was sent to the County CAO. Staff will monitor the County Council agendas for the Municipal Tax Duplication legislation and will notify the Mayor and Council if it is introduced. An MML Chapter meeting was held on November 17 with the County’s Director of Strategic Partnerships, who is taking over this issue, to discuss the Chapter’s comments on the draft legislation and draft police workload analysis. CM Ashton, MML Montgomery Chapter President sent the Chapter’s formal comments on the draft documents to the Chief Administrative Officer and the Director of Strategic Partnerships on November 23, 2021 and requested follow-up meetings to discuss the Chapter input and meeting the December deadline for the legislation to be introduced to the County Council. On December 7, 2021, the County introduced an FY22 Special Appropriation for Municipal Tax Duplication in the amount of $5 million. The Mayor and Council sent a letter of support for the measure. The public hearing is scheduled for January 11, 2022 at 1:30 pm. Staff prepared draft testimony for Mayor Newton to provide and a draft letter for the public hearing record for the FY22 Special Appropriation, which will be shared during the week of January 3. The Mayor and Council can choose to review and approve the drafts under Old/New Business at the January 10, 2022 meeting. CM Ashton and the MML Board have been working with County Executive staff to finalize revisions to the Municipal Tax Duplication legislation. According to County Executive staff, it should be introduced at the January 10, 2022 County Council meeting. Staff will closely monitor the County Council agendas and keep the Mayor and Council informed on any developments so that they can weigh in on the FY 22 Special Appropriation and the Municipal Tax Duplication legislation. Mayor Newton testified in support of the Special Appropriation and Councilmember Ashton, as the President of the MML Montgomery Chapter, testified in support at the public hearing on January 11, 2022. Bill 2-22 – Municipal Revenue Program – Amendments was introduced on
January 11. At the public hearing on February 1, Mayor Newton testified in support on behalf of Rockville, and Councilmember Ashton will represent the MML Montgomery Chapter. On March 1, the County Council unanimously approved the FY22 Municipal Tax Duplication Special Appropriation of $5 million and Bill 2-22. The FY22 Special Appropriation will result in Rockville receiving an additional $2,526,792. Bill 2-22 will phase in full municipal funding – FY23 (80%), FY24 (90%), and FY25 (100%) and is subject to annual appropriation. A bill signing ceremony was held at the County Executive Building on March 14. The County Executive’s FY23 Recommended Operating Budget Municipal Tax Duplication recommendation tracks with Bill 2-22. Rockville’s FY23 recommendation is $6,593,160. The County Council will take final action on the FY23 Budget in May of 2022.

<table>
<thead>
<tr>
<th>2020-27</th>
<th>4/26/21</th>
<th>Human Resources</th>
<th>Future Agenda</th>
<th>Reduction in Force Policy</th>
</tr>
</thead>
</table>

This item has been relocated from the future items to be scheduled section. This item is scheduled for the January 24, 2022 meeting.
Subject
Future Agendas

Recommendation

Attachments
Attachment 14.A.a: Mock Agenda 4.04.22 (DOC)
Attachment 14.A.b: Future Agendas as of 3.28.22 (XLSX)
MEETING NO.
Monday, April 4, 2022 – 7:00 PM

MOCK AGENDA

Agenda item times are estimates only. Items may be considered at times other than those indicated.

Any person who requires assistance in order to attend a city meeting should call the ADA Coordinator at 240-314-8108.

Virtual Speakers

Virtual Speakers should follow the instructions in the Agenda Center at www.rockvillemd.gov/AgendaCenter as written on page 1 of the Agenda Packet.

In-Person Attendance

Community members attending in-person who wish to speak during Community Forum or a Public Hearing should sign up using the form at the entrance to the Mayor and Council Chamber. In-person speakers will be called upon in the order they are signed in and will speak following virtual speakers.

Viewing Mayor and Council Meetings

The Mayor and Council are conducting hybrid meetings. The meetings can be viewed on Rockville 11, Comcast and Verizon cable channel 11, and livestreamed at www.rockvillemd.gov/rockville11, and available a day after each meeting at www.rockvillemd.gov/videoondemand.

Participating in Community Forum & Public Hearings:

If you wish to submit comments in writing for Community Forum or Public Hearings:

- Please email the comments to mayorandcouncil@rockvillemd.gov no later than 10:00 am on the date of the meeting.
- All written comments will be acknowledged by the Mayor and Council at the meeting and added to the agenda for public viewing on the website.

If you wish to participate virtually in Community Forum or Public Hearings during the live Mayor and Council meeting:

1. Send your Name, Phone number, the Community Forum or Public Hearing Topic and Expected Method of Joining the Meeting (computer or phone) to mayorandcouncil@rockvillemd.gov no later than 10:00 am on the day of the meeting.
2. On the day of the meeting, you will receive a confirmation email with further details, and two Webex invitations: 1) Optional Webex Orientation Question and Answer Session and 2) Mayor & Council Meeting Invitation.
3. Plan to join the meeting no later than 5:40 pm (approximately 20 minutes before the actual meeting start time).
4. Read for meeting tips and instructions on joining a Webex meeting (either by computer or phone).
5. If joining by computer, Conduct a WebEx test: https://www.webex.com/test-meeting.html prior to signing up to join the meeting to ensure your equipment will work as expected.
Mayor and Council
April 4, 2022

7. Participate (by phone or computer) in the optional Webex Orientation Question and Answer Session at 4 p.m. the day of the meeting, for an overview of the Webex tool, or to ask general process questions.

Participating in Mayor and Council Drop-In (Mayor Newton and Councilmember Myles)
Drop-In Sessions will be held by phone on Monday, April 4 from 5:30-6:30 pm. Please sign up by 10 am on the meeting day using the form at: https://www.rockvillemd.gov/formcenter/city-clerk-11/sign-up-for-dropin-meetings-227

7:00 PM  1. Convene

2. Pledge of Allegiance

3. Agenda Review

7:05 PM  4. Presentation

A. WMATA Safety Presentation

7:35 PM  5. Consent

A. Award to the City of Fort Worth, Texas Rider Contract #55315, No. 2 Ultra Low Sulfur Diesel Fuel for City Vehicles and Equipment, to Mansfield Oil Company for a Contract Period Up to Three Years in the Aggregate Amount Not to Exceed $475,000

7:40 PM  6. FY 2023 Budget Public Hearing

8:10 PM  7. MAP2022-00123 406 Great Falls Road Historic Designation - Public Hearing

8:40 PM  8. King Farm Farmstead Real Estate Market Analysis Report

9:10 PM  9. Old/New Business

9:20 PM  10. Adjournment
The Mayor and Council Rules and Procedures and Operating Guidelines establish procedures and practices for Mayor and Council meetings, including public hearing procedures. They are available at: http://www.rockvillemd.gov/mcguidelines.
<table>
<thead>
<tr>
<th>Category</th>
<th>Estimated Agenda Time Needed (in minutes)</th>
<th>Title</th>
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<tbody>
<tr>
<td><strong>Meeting : 4/18/22 07:00 PM (6 items)</strong></td>
<td></td>
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<tr>
<td>Proclamation</td>
<td>5</td>
<td>Proclamation Declaring April 24, 2022 as Rockville Science Day</td>
</tr>
<tr>
<td>Work Session</td>
<td>90</td>
<td>FY 2022 Supplemental Tax Duplication and FY 2023 Budget Worksession</td>
</tr>
<tr>
<td>Presentation</td>
<td>20</td>
<td>Human Rights Commission Annual Report Presentation</td>
</tr>
<tr>
<td>Discussion and Instructions</td>
<td>60</td>
<td>Near-Term Implementation Plan of the New Comprehensive Plan- Part 2</td>
</tr>
<tr>
<td>Discussion and Possible Approval</td>
<td>30</td>
<td>Discussion and Possible Approval - Renewal Management Agreement with Federal Realty Investment Trust</td>
</tr>
<tr>
<td>Recognition (Tentative)</td>
<td>5</td>
<td>Harriet Tubman 200th Anniversary</td>
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<tr>
<td><strong>Total Meeting Time (In Hours)</strong></td>
<td><strong>3 HRS 30 MINS</strong></td>
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<tbody>
<tr>
<td><strong>Meeting : 04/25/22 07:00 PM (8 items)</strong></td>
<td></td>
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</tr>
<tr>
<td>Discussion and Instructions</td>
<td>60</td>
<td>FY 2023 Final Budget Direction</td>
</tr>
<tr>
<td>Adoption</td>
<td>30</td>
<td>Adoption of Paid Parental Leave Policy</td>
</tr>
<tr>
<td>Adoption</td>
<td>30</td>
<td>Adoption of Reduction in Force and Furlough Policy</td>
</tr>
<tr>
<td>Discussion and Possible Adoption</td>
<td>20</td>
<td>Discussion and Possible Adoption on Work-Related Injury Benefits</td>
</tr>
<tr>
<td>Discussion and Possible Authorization</td>
<td>60</td>
<td>Discussion and Instruction and Possible Authorization of Text Amendment for Parkland Dedication</td>
</tr>
<tr>
<td>D &amp; I, Possible Introduction &amp; Possible Adoption</td>
<td>30</td>
<td>MAP2022-00123, 406 Great Falls Road Historic Designation - D&amp;I</td>
</tr>
<tr>
<td>Proclamation</td>
<td>5</td>
<td>Proclamation Declaring April 29, 2022 as National Arbor Day</td>
</tr>
<tr>
<td>Consent</td>
<td>5</td>
<td>Smart Parking Meter Purchase by the Police Department</td>
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<tr>
<td><strong>Total Meeting Time (In Hours)</strong></td>
<td><strong>4 HRS 00 MINS</strong></td>
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<tbody>
<tr>
<td><strong>Meeting : 5/02/22 07:00 PM (9 items)</strong></td>
<td></td>
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</tr>
<tr>
<td>Proclamation</td>
<td>5</td>
<td>Proclamation Declaring May 8-14, 2022 as National Women’s Health Week</td>
</tr>
<tr>
<td>Presentation</td>
<td>20</td>
<td>Rockville Housing Enterprise Annual Report: Financials, Policy Initiatives, and Programs</td>
</tr>
<tr>
<td>Proclamation</td>
<td>5</td>
<td>Proclamation Declaring May as Asian American and Pacific Islander Heritage Month</td>
</tr>
<tr>
<td>Proclamation</td>
<td>5</td>
<td>Proclamation Declaring May as Mental Health Awareness Month</td>
</tr>
<tr>
<td>Discussion</td>
<td>60</td>
<td>Part-One Review and Revision of the Personnel Policy and Procedures Manual (PPM)</td>
</tr>
<tr>
<td>Discussion</td>
<td>45</td>
<td>Neighborhood Shopping Centers - Mechanisms to Encourage Revitalization</td>
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### Future Agendas
As of 03/28/2022

<table>
<thead>
<tr>
<th>Category</th>
<th>Estimated Agenda Time Needed (in minutes)</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>Presentation</td>
<td>45</td>
<td>Vision Zero Update</td>
</tr>
<tr>
<td>Recognition</td>
<td>30</td>
<td>TERRIFIC Bike Award Program Presentation</td>
</tr>
<tr>
<td>Proclamation</td>
<td>5</td>
<td>Proclamation Declaring May as Older Americans Month</td>
</tr>
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**Total Meeting Time (In Hours)** 3 HRS 40 MINS

#### Meeting: 5/09/22 07:00 PM (12 items)

<table>
<thead>
<tr>
<th>Category</th>
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<th>Title</th>
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<tbody>
<tr>
<td>Presentation</td>
<td>60</td>
<td>Montgomery County Public Schools Presentation</td>
</tr>
<tr>
<td>Adoption</td>
<td>10</td>
<td>Adoption of an Ordinance to Appropriate Funds and Levy Taxes for Fiscal Year 2023</td>
</tr>
<tr>
<td>Adoption</td>
<td>5</td>
<td>Adoption of a Resolution to Establish the Rate for Refuse Collection for Fiscal Year 2023</td>
</tr>
<tr>
<td>Adoption</td>
<td>5</td>
<td>Adoption of a Resolution to Establish the SWM ERU for Fiscal Year 2023</td>
</tr>
<tr>
<td>Adoption</td>
<td>5</td>
<td>Adoption of a Resolution to Close Completed Capital Improvements Program Projects</td>
</tr>
<tr>
<td>Introduction and Possible Adoption</td>
<td>20</td>
<td>Introduction and Possible Adoption of an Ordinance to Amend Ordinance #09-21 to Appropriate Funds and Levy Taxes for Fiscal Year 2022 - FY 2022 Budget Amendment (Amendment #4)</td>
</tr>
<tr>
<td>Discussion and Possible Authorization</td>
<td>45</td>
<td>Discussion and Potential Authorization to File Zoning Text Amendment to Regulate the Rental of Rooms in Residential Dwellings</td>
</tr>
<tr>
<td>Discussion, Instructions &amp; Possible Introduction</td>
<td>45</td>
<td>Discussion and Possible Introduction of an Ordinance to Modify Chapter 18 of the City Code to Regulate Short Term Residential</td>
</tr>
<tr>
<td>Proclamation</td>
<td>5</td>
<td>Proclamation Declaring May 16-20, 2022 as National Public Works Week</td>
</tr>
<tr>
<td>Proclamation</td>
<td>5</td>
<td>Proclamation Declaring May 15-22, 2022 as National Police Week</td>
</tr>
<tr>
<td>Introduction and Possible Adoption</td>
<td>5</td>
<td>Introduction and Possible Adoption of an Ordinance to Amend Chapter 24 of the Rockville City Code, Entitled “Water, Sewers and Sewage Disposal”</td>
</tr>
<tr>
<td>Proclamation</td>
<td>5</td>
<td>Proclamation Declaring May 8-15, 2022 as Taiwanese American Heritage Week</td>
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**Total Meeting Time (In Hours)** 3 HR 35 MINS

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<tr>
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<tbody>
<tr>
<td>Meeting: 5/16/22 07:00 PM (6 item)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Discussion</td>
<td>5</td>
<td>Vacancy Report/Hiring Freeze Status</td>
</tr>
<tr>
<td>Public Hearing</td>
<td>30</td>
<td>MAP2022-00124 500 Great Falls Road - Public Hearing</td>
</tr>
<tr>
<td>Public Hearing</td>
<td>30</td>
<td>Public Hearing on Zoning Text Amendment TXT2021-00259, Amendments to the Mixed-Use Employment (MXE) Zone to Allow a Self-Storage Warehouse as a Secondary Use; Miller. Miller &amp; Canby, Applicants on Behalf of U-Haul, Inc.</td>
</tr>
<tr>
<td>Discussion</td>
<td>60</td>
<td>Town Center Initiative - Update on Community Engagement and Other Components</td>
</tr>
<tr>
<td>Proclamation</td>
<td>5</td>
<td>Proclamation Declaring May 21, 2022 as National Parks to Kids Day</td>
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### Future Agendas

**As of 03/28/2022**

<table>
<thead>
<tr>
<th>Presentation</th>
<th>45</th>
<th>Montgomery County Presentation on MD 355 BRT</th>
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<tbody>
<tr>
<td><strong>Total Meeting Time (In Hours)</strong></td>
<td><strong>2 HR 55 MINS</strong></td>
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<thead>
<tr>
<th>Category</th>
<th>Estimated Agenda Time Needed (in minutes)</th>
<th>Title</th>
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</table>

| Meeting: 5/23/22 07:00 PM (4 items) | | |
| Presentation and Discussion | 60 | Historic Resources Management Plan Presentation and Discussion |
| Recognition | 20 | Recognition of Winner and Semi-Finalist - 2021 Rockville “If I Were Mayor Essay Contest” |
| Discussion and Instructions | 45 | Discussion and Instructions to Staff on Zoning Text Amendment TXT2019-00254 - Regarding Requirements for Accessory Buildings and Structures in Residential Zones; Mayor and Council of Rockville, Applicants |
| Discussion and Instructions | 45 | Discussion and Instructions to Staff on Zoning Text Amendment TXT2019-00255 - to Allow for Accessory Dwelling Units in Accessory Buildings on Properties with Single Unit Detached Dwellings; Mayor and Council of Rockville, Applicants |
| **Total Meeting Time (In Hours)** | **2 HRS 50 MINS** | |

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<tr>
<th>Category</th>
<th>Estimated Agenda Time Needed (in minutes)</th>
<th>Title</th>
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</table>

| Meeting: 6/06/22 07:00 PM (7 items) | | |
| Proclamation | 5 | Proclamation Declaring June 20, 2022 as World Refugee Day |
| Proclamation | 5 | Proclamation Declaring June LGBTQ+ Pride Month |
| Proclamation | 5 | Proclamation Declaring June 19, 2022 “Juneteenth Independence Day” |
| Discussion and Instructions | 60 | Part-Two Comprehensive Review and Revision of the Personnel Policy and Procedures Manual (PPM) |
| Discussion | 60 | RedGate - Results of Public Outreach on Concept Plans |
| Authorization | 45 | Authorization to File Zoning Text Amendment for Interim Zoning Ordinance Update |
| Proclamation | 5 | Proclamation Declaring June 13-19, 2022 as Men’s Health Week |
| **Total Meeting Time (In Hours)** | **3 HRS 05 MINS** | |

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<tr>
<th>Category</th>
<th>Estimated Agenda Time Needed (in minutes)</th>
<th>Title</th>
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</table>

<p>| Meeting: 6/27/22 07:00 PM (2 items) | | |
| D &amp; I, Possible Introduction &amp; Possible Adoption | 30 | MAP2022-00124 500 Great Falls Road - Discussion, Instruction, and Possible Introduction and Possible Adoption |
| Introduction and Possible Adoption | 60 | Introduction and Possible Approval of a Charter for the Zoning Ordinance Rewrite Project |
| <strong>Total Meeting Time (In Hours)</strong> | <strong>1 HRS 30 MINS</strong> | |</p>
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<tr>
<th>Category</th>
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<tbody>
<tr>
<td><strong>Meeting : 7/11/22 07:00 PM (1 items)</strong></td>
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<tr>
<td>Update</td>
<td>45</td>
<td>Montgomery County Update on Proposed Bus Depot on Seven Locks Road</td>
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<tr>
<td><strong>Total Meeting Time (In Hours)</strong></td>
<td>HRS 45 MINS</td>
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<tr>
<td><strong>Meeting : 7/18/22 07:00 PM (1 items)</strong></td>
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<tr>
<td>Discussion</td>
<td>5</td>
<td>Vacancy Report/Hiring Freeze Status</td>
</tr>
<tr>
<td><strong>Total Meeting Time (In Hours)</strong></td>
<td>HRS 5 MINS</td>
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<tr>
<td><strong>Meeting : 8/01/22 07:00 PM (0 items)</strong></td>
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<tr>
<td><strong>Total Meeting Time (In Hours)</strong></td>
<td>HRS MINS</td>
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<tr>
<td></td>
<td>Name</td>
<td>Address/Phone</td>
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<td>---</td>
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<td>-----------------------------------</td>
</tr>
<tr>
<td>1</td>
<td>Speaker by Computer</td>
<td>13302 Midway Ave. Rockville, MD 20851 301-906-6550 <a href="mailto:marissa.rockville@gmail.com">marissa.rockville@gmail.com</a></td>
</tr>
<tr>
<td>2</td>
<td>Speaker by Computer</td>
<td>966 Hungerford Drive, 30B Rockville, MD 20850 240-268-0230 <a href="mailto:maccordier@gmail.com">maccordier@gmail.com</a></td>
</tr>
<tr>
<td>3</td>
<td>Speaker by Computer</td>
<td>1980 Lancashire Dr. Rockville, MD 20854 202-320-5695 <a href="mailto:krystal.putman@gmail.com">krystal.putman@gmail.com</a></td>
</tr>
<tr>
<td>4</td>
<td>Speaker by Computer</td>
<td>1029 Willowleaf Way Potomac, MD 20854 301-518-2269 <a href="mailto:steven.polinger@gmail.com">steven.polinger@gmail.com</a></td>
</tr>
<tr>
<td>5</td>
<td>Speaker by Computer</td>
<td>1138 Halesworth Dr. Rockville, MD 20854 443-239-9594 <a href="mailto:stephaniefulop@gmail.com">stephaniefulop@gmail.com</a></td>
</tr>
<tr>
<td>6</td>
<td>Written Comments</td>
<td>3 Kettle Pond Court Rockville, MD 20854 301-838-7625 <a href="mailto:vishkin@umd.edu">vishkin@umd.edu</a></td>
</tr>
<tr>
<td>7</td>
<td>Written Comments</td>
<td>1019 De Beck Dr. Rockville, MD 20851 301-980-3169 <a href="mailto:Vdrusso1@gmail.com">Vdrusso1@gmail.com</a></td>
</tr>
</tbody>
</table>
March 28, 2022

Re: Objection to the MCPS Bus Depot and Restoration Crisis Center at Seven Locks Road

FROM: Dr. Uzi Vishkin, 3 Kettle Pond Court, Rockville, MD 20854, 301-838-7625. vishkin@umd.edu

TO: mayorcouncil@rockvillemd.gov

Dear Mayor and City Council members,

I wanted to express my strong opposition to the County Government plans for the properties located along the north end of Seven Locks Road including the MCPS Bus Depot and the Restoration Crisis Center.

- First, no community engagement was done. Given how we were completely ignored by the County Government, this is an urgent call to the City of Rockville to intervene. The County Government clearly does not care about how its plans affect the community and its quality of life.
- This was not an honest mistake by the County Government. Two previous proposals to relocate the bus depot to the MCPS Carver Center parking lot and the WINX property, both in the City of Rockville, were aborted for the same reasons that should, logically and fairly, abort the current proposal: adjacent to residential communities and vociferously objected to by neighbors. The County Government tries to get its plans approved behind our back.
- During the first community forum on this topic, Mr. Dics from the County Government gave us the real reason for the current plans of the country: the County owns the property. However, as the main buildings on this property are due to be demolished, what was completely missing from his argument was the match between using this practically vacated land to the real problems and services that the county seeks to solve and provide. I do not question the importance of these issues and respect the county’s role in addressing them. However, the Seven Locks Road location is clearly not a good match for them.
- In fact, the only reason for matching these services with this location is the convenience for the civil servants who were guided by the Country elected officials to provide the construction for these services. For them, it is clearly easiest to just match a country property to services, even if this would end up with a poor match for the actual problem that a respective service is meant to provide.
- To weigh how poor the match actually us, I kindly ask the Mayor and City Council to consider:
  - Safety concerns for release from Rehabilitation/Crisis center
  - Lack of proper security or ability to hold/restrain those brought to Rehabilitation/Crisis center
- We are FOR the Crisis Now work, but feel it should be closer to medical facilities (Hospital or Jail complex in Clarksburg)
- Bus Depot traffic on arteries and from single exit point where the millenium trail crosses
- Bus Depot noise (even if electric) and lack of known funding for complete electric fleet. Only 326 electric of 1422 MCPS buses are budgeted to be leased over the next several years and are slated to be distributed to every school
- Recent (and older) issues with those who are released from current (secure) Detention Center (Car J acking, robbery, attempted car theft, home invasion) and how these can't be "addressed" as they are required by law - which is why MCDC and the Rehabilitation/Crisis center can't be safely near residences
- Transportation is not available beyond sparse buses for those released, forcing them to find ways to get home themselves

Rockville's Comprehensive Plan is clearly in favor of community/residential friendly uses of this land. It should not be considered industrial as it would never be zoned that today given the number of existing and NEW communities going in.

I hope that I explained why the County Government's plans poorly match the Seven Lock Road location.
Dear Mayor Newton and Councilmembers,

The duties for the Education Commission in the draft resolution before you this evening overlap significantly with those of the Youth Commission that this Mayor and Council established in November 2021. I urge you to consider how to the two bodies will interact given that they will share many of the same duties. The table below compares the corresponding duties of the Youth Commission with the proposed Education Commission.

Maintaining separate commissions also poses challenges for recruitment—22 members between them! — and increases the burden on City staff. The Boards and Commission Task Force (BCTF) drew attention to the challenges staff faced supporting existing commissions, and that was before the city added two new ones, and now potentially a third. The BCTF also recommended evaluation criteria for creating new boards and commissions. One criterion is whether “the work of the proposed BCTF overlap(s) with any existing organizations, including existing City of Rockville BCTFs.” In this case, the proposed Education Commission overlaps greatly with the Youth Commission.

Mayor and Council should consider combining the two or modifying the duties of the Youth Commission such that it focuses exclusively on young adults, i.e., over 18 years. Neither commission will be poised to succeed if their missions overlap like this without clearer guidance on their scope.

Vincent Russo

<table>
<thead>
<tr>
<th>Duties of Commission</th>
<th>Youth Commission</th>
<th>Education Commission (draft resolution)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase community engagement and communications with youth, family, and school systems.</td>
<td>Develop and create avenues to help engage school communities in Rockville initiatives.</td>
<td>Support communications and collaborations with Montgomery County Public Schools and other schools within the City of Rockville, Parent Teacher Associations (PTA), PTA clusters leaders, Rockville residents and school communities.</td>
</tr>
<tr>
<td>Develop recommendations for programs, policies, and any necessary legislation to promote the health and well-being of young adults.</td>
<td>Seek input from educators, parents, and youth in the schools on issues that may impact the health and well-being of students.</td>
<td>Increase volunteerism and provide ways to help school leaders and educators, parents and students get involved.</td>
</tr>
<tr>
<td>Increase volunteerism and provide ways to help students to get involved.</td>
<td>Increase volunteerism and provide ways to help school leaders and educators, parents and students get involved.</td>
<td>Organize and conduct public forums on Rockville education issues.</td>
</tr>
<tr>
<td>Seek input from youth on City of Rockville issues and their impact on students.</td>
<td>Make recommendations to the Mayor and Council on City Capital and Operating Budgets dealing with youth programs, services, activities, and support facilities.</td>
<td>Make recommendations to the Mayor and Council on City Capital and Operating Budgets dealing with programs, services, safety, equity, capacity, and activities.</td>
</tr>
<tr>
<td>Make recommendations to the Mayor and Council on City Capital and Operating Budgets dealing with youth programs, services, activities, and support facilities</td>
<td>Advise on how the City can support school events, initiatives and advocacy needs.</td>
<td>Advise the City on ways to support school events, initiatives, and advocacy needs.</td>
</tr>
</tbody>
</table>