

City of Rockville

City Hall
111 Maryland Ave
Rockville, MD 20850

Approved *Bridget Donnell Newton*
Attest: *Sara Taylor Farrell*
Approved Meeting No. 22-23
July 31, 2023



Meeting Minutes

Monday, May 22, 2023

7:00 PM

Meeting No. 17-23

WebEx

Mayor and Council

Attendee Name	Title	Status
Bridget Donnell Newton	Mayor	Present
Monique Ashton	Councilmember	Present
Beryl L. Feinberg	Councilmember	Present
David Myles	Councilmember	Present
Mark Pierzchala	Councilmember	Present

1. Convene

Mini Mayor Joyce Tian and Mayor and Council convened in a hybrid Open Meeting Session at 7:05 p.m. on Monday, May 22, 2023, in the Mayor and Council Chambers, City Hall, 111 Maryland Avenue, Rockville, Maryland, and via WebEx.

Staff Present: City Manager Robert DiSpirito, Rockville City Attorney Robert E. Dawson, and City Clerk/Director of Council Operations Sara Taylor-Ferrell.

2. Pledge of Allegiance

Mayor Bridget Donnell Newton led the Pledge of Allegiance.

3. Agenda Review

- A.** 2023 Recognition of Winner “Maryland Municipal League “If I Were Mayor Contest”
Joyce Tian

Mayor Bridget Donnell Newton presented Mini Mayor Joyce Tian, the winner of the City of Rockville’s “If I Were Mayor” essay contest. Mini Mayor Tian is a fourth grader at College Gardens Elementary School. Mini Mayor Tian spent the day visiting City departments, had a ride along with the City Police, and lunch with the Mayor.

4. City Manager's Report

The Department of Public Works celebrates National Public Works Week this week, May 22-26, 2023. The DPW Equipment Show will be at Mattie J.T. Stepanek Park in King Farm on Thursday May 25, 2023, from 10:30 a.m. – 4:30 p.m. Hometown Holidays Music Fest at RedGate Park will be Saturday and Sunday, May 27th and 28th, from 11:00 a.m. – 7:00 p.m. The Memorial Day Ceremony and Parade will be held in Rockville Town Center. The Rockville Concert Band and Rockville Chorus will perform at 9:00 a.m. and the ceremony begins at 9:30 a.m. The parade begins promptly at 10:30 a.m.

5. Proclamation and Recognition

- A.** Proclamation Declaring May 22-26, 2023, as National Public Works Week.

Councilmember Monique Ashton read and moved the proclamation declaring May 22-26, 2023, as National Public Works Week in Rockville, Maryland. Deputy Director of Public Works, Jim Woods accepted the proclamation and acknowledged other public works staff. Mr. Woods presented a personalized street sign to Susan Fournier, on the occasion of her retirement from the City of Rockville.

RESULT: APPROVED [UNANIMOUS]

MOVER: Monique Ashton, Councilmember
SECONDER: Beryl L. Feinberg, Councilmember
IN FAVOR: Mayor Newton, Councilmember Ashton, Councilmember Feinberg, Councilmember Myles, Councilmember Pierzchala

- B.** Proclamation Declaring May 24, 2023, as Eritrea Independence Day in Rockville, Maryland.

Councilmember Mark Pierzchala read and moved the proclamation declaring May 24, 2023, as Eritrea Independence Day in Rockville, Maryland. Mr. Mardokai Russom and his group accepted and thanked the Mayor and Council for the proclamation.

RESULT: APPROVED [UNANIMOUS]

MOVER: Mark Pierzchala, Councilmember
SECONDER: Monique Ashton, Councilmember
IN FAVOR: Mayor Newton, Councilmember Ashton, Councilmember Feinberg, Councilmember Myles, Councilmember Pierzchala

- C.** Proclamation Declaring May 2023, as Mental Health Awareness Month

Councilmember David Myles read and moved the proclamation declaring May 2023, as Mental Health Awareness Month.

RESULT: APPROVED [UNANIMOUS]

MOVER: David Myles, Councilmember
SECONDER: Mark Pierzchala, Councilmember
IN FAVOR: Mayor Newton, Councilmember Ashton, Councilmember Feinberg, Councilmember Myles, Councilmember Pierzchala

- D.** Proclamation Declaring May 2023, as Jewish American Heritage Month

Councilmember Beryl L. Feinberg read and moved the proclamation declaring May 2023, Jewish American Heritage Month. The proclamation was presented to Mr. Alan Ronkin, Director, Washington DC Regional Office American Jewish Committee (AJC).

RESULT: APPROVED [UNANIMOUS]

MOVER: Beryl L. Feinberg, Councilmember
SECONDER: Monique Ashton, Councilmember
IN FAVOR: Mayor Newton, Councilmember Ashton, Councilmember Feinberg, Councilmember Myles, Councilmember Pierzchala

- E. Proclamation Declaring June 2, 2023, as National Gun Violence Awareness Day, June 2-4, 2023, as Gun Violence Awareness Weekend, and June 2023 as Gun Violence Awareness Month.

Mayor Bridget Donnell Newton read the proclamation declaring June 2, 2023, as National Gun Violence Awareness Day, June 2-4, 2023, as Gun Violence Awareness Weekend, and June 2023, as Gun Violence Awareness Month. Councilmember Mark Pierzchala moved the proclamation.

RESULT: APPROVED [UNANIMOUS]

MOVER: Mark Pierzchala, Councilmember
SECONDER: Beryl L. Feinberg, Councilmember
IN FAVOR: Mayor Newton, Councilmember Ashton, Councilmember Feinberg, Councilmember Myles, Councilmember Pierzchala

6. Boards and Commissions Appointments and Reappointments

- A. Appointment to Boards and Commissions

Councilmember Monique Ashton moved the new appointment of Catherine Sindos, to serve an unexpired term on the City of Rockville Planning Commission, until May 1, 2028.

RESULT: APPROVED [UNANIMOUS]

MOVER: Monique Ashton, Councilmember
SECONDER: Mark Pierzchala, Councilmember
IN FAVOR: Mayor Newton, Councilmember Ashton, Councilmember Feinberg, Councilmember Myles, Councilmember Pierzchala

Councilmember Mark Pierzchala moved to approve the new appointment of Shayan Salahuddin, to serve a five-year term on the City of Rockville Planning Commission until May 1, 2028.

	RESULT: APPROVED [UNANIMOUS]
MOVER:	Mark Pierzchala, Councilmember
SECONDER:	Monique Ashton, Councilmember
IN FAVOR:	Mayor Newton, Councilmember Ashton, Councilmember Feinberg, Councilmember Myles, Councilmember Pierzchala

Councilmember Beryl L. Feinberg moved to approve the new appointment of Richard Rosano, to serve an unexpired four-year term on the City of Rockville Senior Citizens Commission until May 1, 2025.

	RESULT: APPROVED [UNANIMOUS]
MOVER:	Beryl L. Feinberg, Councilmember
SECONDER:	Monique Ashton, Councilmember
IN FAVOR:	Mayor Newton, Councilmember Ashton, Councilmember Feinberg, Councilmember Myles, Councilmember Pierzchala

7. Presentations

A. Grants Consultant Presentation

City of Rockville Grants Manager, Abe Bruckman, provided a brief overview of the Grants consultants, Gina Williams and Neoma Salvaje.

Staff recommends the Mayor and Council receive a presentation from Eleventh House Solutions (EHS), the consulting firm contracted by the City in 2022 to conduct a review of the current grants management process in each department, from grant opportunity to final grant report closeouts. Staff recommends that Mayor and Council accept the EHS reports with the understanding that the next step is for City staff to use the consultants' deliverables and recommendations to develop an implementation plan and then return to Mayor and Council for approval of that plan.

Questions from the Mayor and Council were addressed by staff. The Mayor and Council provided their thoughts and comments.

FURTHER DISCUSSION

May 22, Agenda Item 7

https://rockvillemd.granicus.com/MediaPlayer.php?view_id=2&clip_id=4709

Video Timestamp 46:10

8. Community Forum

In-Person Speaker and Written Comments List

NAME	TOPIC
Marissa Valeri	Collisions and Pedestrian Safety

9. Consent Agenda

- A. Authorization for the City Manager to Execute Maryland Smart Energy Communities Grant Agreements for the Rockville Senior Center and Twinbrook Community Recreation Center for Energy Efficiency Improvements.
- B. Authorization for City Manager to Execute State of Maryland Capital Projects Grant Agreements for the F. Scott Fitzgerald Theatre ADA Improvements (RA20).
- C. Authorize the City Manager to Execute a Maryland State Arts Council Grant Agreement for Arts Relief Funding for Improvements at the Rockcrest Ballet Center.
- D. Approval of Minutes

Councilmember Mark Pierzchala moved to approve Consent Agenda Items A, B, C and D.

RESULT: APPROVED [UNANIMOUS]
MOVER: Mark Pierzchala, Councilmember
SECONDER: David Myles, Councilmember
IN FAVOR: Mayor Newton, Councilmember Ashton, Councilmember Feinberg, Councilmember Myles, Councilmember Pierzchala

FURTHER DISCUSSION

May 22, Agenda Item 9

https://rockvillemd.granicus.com/MediaPlayer.php?view_id=2&clip_id=4709

Video Timestamp 1:37:29

10. Public Hearing - NONE

11. Introduction, Discussion and Instruction, Possible Adoption – NONE

12. Reports and Policy

- A. Vacancy and Hiring Report

Human Resources Administrator Jason Frett provided a brief overview of the Vacancy and Hiring Report.

Staff recommends that the Mayor and Council review and comment on the Vacancy and Hiring Report positions that were open as of April 30, 2023.

Questions from the Mayor and Council were addressed by staff. The Mayor and Council provided their thoughts and comments.

- B.** Recreation and Parks Sponsorship Policy for presentation and discussion. Recreation and Parks Marketing and Development Manager, Elisabeth Deal, provided a brief overview of the Recreation and Parks Sponsorship Policy.

Staff recommends that the Mayor and Council approve the proposed Sponsorship Policy.

Questions from the Mayor and Council were addressed by staff. The Mayor and Council provided their thoughts and comments.

- C.** City of Rockville's Proposed Personnel Policies and Procedures Manual (PPM).

Acting Director of Human Resources, Colette Anthony provided a brief overview of the City of Rockville Proposed Personnel Policies and Procedures Manual (PPM).

Staff recommends that Mayor & Council vote on the proposed revised Personnel Policies and Procedures Manual (PPM).

Questions from the Mayor and Council were addressed by staff. The Mayor and Council provided their thoughts and comments.

Councilmember Beryl L. Feinberg moved to vote no on the proposed PPM, so that Mayor and Council can receive further information.

RESULT: APPROVED [3-2]

MOVER:	Beryl L. Feinberg, Councilmember
SECONDER:	Monique Ashton, Councilmember
IN FAVOR:	Mayor Newton, Councilmember Ashton, Councilmember Feinberg
OPPOSED:	Councilmember Myles, Councilmember Pierzchala

FURTHER DISCUSSION

May 22, Agenda Item 12

https://rockvillemd.granicus.com/MediaPlayer.php?view_id=2&clip_id=4709

Video Timestamp 1:38:14

- 13. Review and Comment - Action Report - NONE**
- 14. Future Agendas - Reference**

A. Future Agendas

The Mayor and Council reviewed Future Agendas.

Questions from the Mayor and Council were addressed by staff. The Mayor and Council provided their thoughts and comments.

15. Old/New Business

Councilmember Pierzchala commented on the issue with locating City documents, contracts, and grant agreements, and requested that the City Manager's Office and IT to identify what applications or technology will be put in place for document storage and retention, and to work on this problem and get a fix on this issue.

Councilmember Ashton requested a status update on the performance management software project. Staff reported on the efforts underway to procure Envisio software and to develop a system for documenting performance management in the City.

FURTHER DISCUSSION

May 22, 2023, Agenda Item 15.

https://rockvillemd.granicus.com/MediaPlayer.php?view_id=2&clip_id=4709

Video Timestamp 2:37:10

16. Adjournment

There being no further business, the meeting adjourned at 9:55 pm.

	RESULT: APPROVED [UNANIMOUS]
MOVER:	Mark Pierzchala, Councilmember
SECONDER:	Beryl L. Feinberg, Councilmember
IN FAVOR:	Mayor Newton, Councilmember Ashton, Councilmember Feinberg, Councilmember Myles, Councilmember Pierzchala