

MANAGER'S MEMORANDUM

TO: GHI Board of Directors
FROM: Eldon Ralph, General Manager
DATE: January 14, 2022
SUBJECT: Items for the **GHI OPEN** Board Meeting on January 20, 2022

GHI Open Meeting

6a. Approve Minutes of the Open Meeting Held on December 16, 2021 – (Attachment #2)

Suggested motion: I move that the Board of Directors approve the minutes of the Open Meeting that was held on December 16, 2021 (as presented/as revised).

6b. Woodlands Committee Proposal to Install Temporary Fencing for a Native Plant Propagation Area between 8 and 10 Laurel Hill Road – (Attachment #3)

The Woodlands Committee requests that the Board of Directors approve the installation of a temporary metal deer fence surrounding a native plant propagation area being developed in the pocket garden between 8 & 10 Courts of Laurel Hill Road. The rationale for the Woodlands Committee request is outlined in Attachment #3.

This item is on the agenda for discussion and action.

Suggested motion: I move that the Board of Directors approve the Woodlands Committee proposal to install temporary metal deer fence around a native plant propagation area that is being developed in the pocket garden between 8 & 10 Courts Laurel Hill Road.

6c. Discuss Next Steps for Negotiating with WSSC re: Replacement of Water Supply Pipes for Masonry Units – (Attachment #4)

The underground water supply pipes for GHI's masonry buildings were installed during 1935-37. In a 1958 agreement signed by the Washington Suburban Sanitary Commission (WSSC), the City of Greenbelt, and Greenbelt Homes, Inc. (GHI), WSSC took ownership of the water pipes up to the meter boxes located approximately 5 feet away from the front walls of the buildings.

In 2007, WSSC first informed GHI that it planned to replace the water supply pipes for the 574 masonry units. Attachment #4 is a chronology of the activities that have occurred since WSSC

initially informed GHI of its intent to replace the water supply pipes. Since 2010, negotiations with WSSC have stalled because GHI did not agree to their proposal that we should be responsible for future maintenance of the pipes between new meters located at the curbsides of serviceside yards and the buildings. In 2018, WSSC offered to be responsible for the maintenance and repair of the additional on property pipe for 30 years from the date of project completion, giving GHI an opportunity to build up a substantial infrastructure fund for maintenance and repairs beyond 30 years.

In a letter dated February 12, 2021, WSSC's General Manager Ms. Carla Reid stated that WSSC will not proceed with the upgrade project, but will continue to operate and maintain the GHI water system based on the 1958 tripartite agreement. Ms. Reid's letter was in response to a joint letter dated November 3, 2020, from Mayor Colin Byrd of the City of Greenbelt and GHI Board President Steve Skolnik, which stated that the City and GHI fully understand WSSC's desire to bring GHI's water and sewer infrastructure in alignment with WSSC's current design standards and do not object if any such changes do not result in a breach of the 1958 agreement.

During a work session between the Greenbelt City Council and GHI Board of Directors on December 15, 2021, the City Council stated that it would jointly participate with GHI during negotiations with WSSC, if they resume.

This item is on the agenda for the Board to discuss the next steps for resuming negotiations with WSSC. Points for consideration are as follows:

- a) Should the Board hold a meeting with members of masonry homes to discuss WSSC's proposal to be responsible for the maintenance and repair of the additional on property pipe for a period of 30 years from the date of project completion., giving GHI an opportunity to build up reserve funds for maintenance and repairs beyond 30 years. If so, when should a meeting be held?
- b) In 2013, GHI staff estimated that 21,000 ft. of piping would become the responsibility of GHI after the expiration of the 30-year period of WSSC ownership. Staff also estimated the cost of replacement at that time to be \$100/ft. Based on the CPI Inflation calculator, \$2,100,000 in 2013 dollars is worth approximately \$2,513,272 today.
- c) The content of a letter to be formulated and signed by GHI's Board President and the Mayor of Greenbelt, requesting a resumption of negotiations with WSSC.
- d) Which persons including legal counsel should represent GHI during negotiations with WSSC?

6d. Proposed Work Session with GHI Legal Counsel and Topics for Discussion

GHI's retainer agreement with Whiteford, Taylor & Preston, LLP includes an annual work session with the Board of Directors to review legal affairs of the cooperative. The Board may wish to consider some or all of the following topics and possibly others, for discussion during a work session in 2022:

Display of Flags and signs - Occasionally, some members complain about displays of signs and flags in neighboring units. What restrictions should GHI consider imposing regarding the display of flags and signs on units and in yards?

Disposition of a unit after a member is deceased – GHI does not have any specific regulations to ensure timely transfer of the membership interest in a unit to a new member.

Granting exceptions to rules and regulations – Attorney Douglass should discuss the ramifications of granting members too many exceptions to rules and regulations.

H06 insurance policy – Can GHI require members to obtain HO6 insurance policies?

Occupancy Criteria Rules – From time to time, staff encounters situations where adjacent members complain that a unit has been unoccupied for more than a year; however, the absentee member is easily able to provide documentation based on the current Occupancy Criteria rules, to show that they reside in the unit. Staff recommends that the Occupancy Criteria Rules should be tightened.

Marijuana use – What restrictions can community associations like GHI impose on marijuana use, since it is now legally classified as a medicine in many states including Maryland?

Member Complaints Procedure – The procedure does not expressly address complaints against non-member tenants, or by a non-member against a member regarding an incident that occurs on GHI's premises. Should the procedure be revised to include these situations?

Members on multiple Mutual Ownership Contracts – At present there are no bylaws or other policy restrictions against a member obtaining a membership interest in multiple units. Should the cooperative formulate a policy regarding this issue and if so, what restrictions should be considered?

Publication of audiovisual recordings of open Board and committee meetings – what are the pros and cons of publishing these recordings on GHI's website?

Unofficial GHI Social media platforms – What actions should GHI take to protect itself from liability?

Attorney, Joseph D. Douglass, Partner at Whiteford, Taylor & Preston, LLP provided the following dates for a work session which will be held virtually via zoom:

- February 22, 23, 28
- March 7, 8, 9, 21, 22, 23, 28, 29, 30, 31

By consensus, the Board should decide the topics to be discussed and a date for the work session.

6e. Proposal that the City of Greenbelt Allocate Some ARPA Funds Toward the Maintenance, Repair, and Improvement of Storm Drains

The City of Greenbelt is the direct recipient of \$22.88 million dollars in American Rescue Plan Act (ARPA) funds from the Federal Government. Half of the funds were received in 2021, and the balance will be received in 2022.

These funds were issued to provide an immediate economic response to the effects of the COVID-19 pandemic. There are several allowable uses for these funds; one such allowable use is for water and sewer infrastructure, including storm water.

When the Federal Government divested itself of the original Greenbelt community in 1952 and 1953, much of the land and residences were transferred to Greenbelt Veteran Housing Corporation (now known as GHI). A 1958 tri-party agreement between the City of Greenbelt, WSSC and GHI resulted in WSSC taking responsibility for the exterior water supply system for masonry homes and the sanitary sewer main lines for masonry and frame homes. It is unclear whether WSSC is responsible for the exterior water supply system for frame homes, beyond the shut-off valves near the streets. The City of Greenbelt is responsible for the storm water main lines.

Considering the age of these storm water main lines and failures that have begun to occur, the Board of Directors may wish to consider requesting the City of Greenbelt to allocate a portion of the ARPA funds for the maintenance, repair, and improvement of storm water main lines within GHI and Old Greenbelt.

Suggested motion: I move that the Board of Directors authorize the Board President to prepare and send a letter to the Greenbelt City Council requesting that the City Council consider allocating a portion of the American Rescue Plan Act funds towards the maintenance, repair, and improvement of storm water drainage systems within GHI and Old Greenbelt.

6f. Request the Buildings Committee to Recommend Revisions to the GHI Member Handbook Based on NCOZ Regulations for Greenbelt – (Attachment #5)

After working on new zoning legislation for a number of years, the Prince George's County Council has stipulated that the new Countywide Map Amendment (CMA) and Neighborhood Conservation Overlay Zone (NCOZ) regulations for Greenbelt (Attachment #5) shall take effect on April 1, 2022.

In particular, the following provisions are included in the NCOZ:

- An addition that increases the gross square footage of a unit by 15% or more will require review by the County Planning Director.
- Additions may not exceed 60% of the gross floor area of the original dwelling. Current GHI rules allow 100%.

- Garages may only be used for vehicle parking or general storage, and not for residential or other uses.

The Board may wish to request the Buildings Committee to recommend revisions to relevant rules in the GHI Member Handbook to make them consistent with the NCOZ regulations.

This item is on the agenda for discussion and action.

Suggested motion: I move that the Board of Directors direct the Building Committee to recommend language revisions to relevant rules in the GHI Member Handbook by February 28, 2022, to make them consistent with the Prince George’s County Neighborhood Conservation Overlay Zone regulations.

- 6g. Review Status of the 2021-22 Board Action Plan & Committee Task List– (Attachments #6a-6b)

Attachment #6a is the updated 2021-22 Board Action Plan as of January 25, 2022. Attachment #6b is the updated Committee Task List. The Board should review the activities that are in progress and discuss steps to initiate tasks in the Board Action Plan that have not begun.

- 6h. Motion to Hold a Closed Meeting on February 3, 2022

Suggested motion: I move to hold a closed meeting of the Board of Directors at 7:00 pm on February 3, 2022.

Item of Information

- 7a. Sewer System Repairs to be Undertaken by WSSC – (Attachment #7)

On March 16, 2017, the Board gave approval for WSSC to undertake sewer system repairs at various sites listed in Attachment #7. WSSC planned to undertake the work last summer but delayed the project.

WSSC recently notified staff that their sewer replacement contractor would like to start work on verifying the location of the sewer mains and laterals in the following GHI locations: 3 Ct. Ridge Road, 9 Ct. Ridge Road (Units G through M side only), 25 Ct. Ridge Road, along Ridge Road in front of 34-36-38 Ct., 39 Ct Ridge Road (Units A-B-C only), 4 Ct. Southway, 4 Ct. Hillside Road, 6 Ct. Hillside Road (between Units A through E and Units F through J only), and 2 Ct. Northway. In addition to the sewer mains at these locations, WSSC will replace the lateral sewer pipes.

WSSC's contractor will utilize a method called "pipe bursting" for replacing sewer main pipes. This will involve digging a "pipe bursting pit" at one end of the line to be replaced if a manhole is not available. The old pipe will be pushed aside, and new pipe inserted in its place. However, the lateral pipes will be replaced using the traditional open trench excavation technique.

WSSC's contractor would like to begin work two weeks from the date staff gives WSSC the notice to proceed. Before doing this, staff will notify all members in the scheduled courts. The ground will be marked to identify the location of the sewer main and laterals. Upon completion of this operation, WSSC will survey the impacted areas to determine the scope of the restoration work per unit (per site). A GHI employee will monitor the construction work to ensure that there is proper coordination with members, and WSSC properly restores all areas that are disturbed.

Statement of Closed Meeting Held on January 20, 2022

GHI's Board of Directors held a closed meeting at 7:00 PM on January 20, 2022, via internet audio/video conference to discuss the following matters, as specified in the noted sub-paragraph of the Maryland Cooperative Housing Corporation Act § 5-6B-19 (e) (1):

1. Approve Minutes of the Closed Meeting held on December 16, 2021	(vii)
2. Consider Approval of the following Contracts: <ul style="list-style-type: none"> • 2022-23 Contract for Yardi Property Management System – 2nd reading • Contract for Repairs to a GHI Unit – 2nd reading • Contract for Repairs to a GHI Unit – 1st and only reading 	(vi)
3. Request by a Prospective Member for an Exception to the GHI Member Selection Criteria Policy	(iv)
4. Request by a Member to Assign Their Unit to GHI	(iv)
5. Member Financial Matters	(viii)

During the meeting, the Board of Directors approved the following contracts:

- a) A contract with Yardi Systems Inc. for use of its Yardi property management system by GHI during March 2022 to February 2023, at a cost of \$ 44, 290, with an amount of 10% for contingencies for a total cost not exceeding \$48,719.
- b) A contract with Q&A Home Improvements to repair a unit that was assigned to GHI, at the contractor's bid of \$16,850 plus 10% for contingencies, for a total not to exceed \$ 18,535.
- c) A contract with Q&A Home Improvements to repair a unit that was assigned to GHI, at the contractor's bid of \$13,850 plus 10% for contingencies, for a total not to exceed \$ 15,235.

The motion to hold the closed meeting was approved during the open meeting of January 6, 2022, by Directors Bilyeu, Brodd, Carter-Woodbridge, James, Luly, McKinley and Mortimer.

Draft GHI Board of Directors
Open Meeting
(Virtual Zoom)
December 16, 2021
7:45 pm

Board Members Present: Bilyeu, Brodd, Hess, James, Lambert, Luly, McKinley, Carter-Woodbridge, and Mortimer

Others in Attendance:

Eldon Ralph, General Manager
Joe Perry, Director of Finance
Stuart Caplan, Director of Technical Services
Bruce Mangum, Contract Processor
David Benack, Audit Committee
Sam Lee, Audit Committee
Dale Wilding, Audit Committee
Molly Lester, 6-M Hillside Road
Wendy Young, 3-D Ridge Road
Bill Jones, 15-D Ridge Road
Pat Holobaugh, 4-D Southway
Natalia Buzulukova, 1-D Plateau Place
Claudia Jones, 7-D Laurel Hill Road
Stephanie O'Brien, 6-A Crescent Road
Ben Fischler, 14-V4 Ridge Road
James Hsu, 9-D Ridge Road
Naomi Liittlefield, 44-C Ridge Road
Carl Kirk, 6-M Ridge Road
Ann Samuel, Recording Secretary

President Brodd called the meeting to order at 7:46 pm.

1. Approval of Agenda

Motion: To approve the agenda, as revised.

Moved: Hess

Seconded: McKinley

Carried: 9-0

2. Statements of Closed Meetings

2a. Statement of Closed Meeting Held on December 16, 2021

President Brodd announced that the Closed Meeting was still in progress and that a statement would be provided at the next Open Meeting.

3. Visitors and Members (Comment Period)

Claudia Jones, 7-D Laurel Hill Road, informed members that Monica Johnson has left GHI after 10 years. She requested the Board recognize Ms. Johnson for her contributions to GHI.

Claudia Jones also requested the Board include announcements of new members in the GHI newsletter, as well as educational seminars be provided to all members, and more information on the project to upgrade and replace pipes.

Claudia Jones inquired about the Board-approved 6% salary increase for GHI staff. President Brodd clarified for Ms. Jones that the Board approved 6%, but distribution of that increase will be at the discretion of the General Manager.

Molly Lester, 6-M Hillside Road, also inquired about the 6% salary increase from General Manager, Eldon Ralph.

General Manager Ralph stated that he would be distributing the 6% in two allotments; one at 3% for cost-of-living increases and one of up to 3% based on merit.

4. Approval of Membership Applications

Motion: I move that the Board of Directors approve the following persons into the cooperative and membership be afforded them at the time of settlement:

- **Nicholay V. Fishburne, Sole Owner, 14-Z2 Hillside Road;**
- **Derrick A. Early and Piper D. Early, Joint Tenants, 2-F Plateau Place;**
- **Shawnda Atkins, Sole Owner, 24-N Ridge Road;**
- **Alix-Anne Bush, Sole Owner, 38-A Ridge Road;**
- **Ramona Rai and Eric Stenberg, Tenant by the Entirety, 44-P Ridge Road;**
- **Nicholas C. Grabon, Tenants by the Entirety, 7- J Southway**
- **Justin W. Long, Sole Owner, 10-X Southway.**

Moved: James

Seconded: Hess

Carried: 9-0

Motion: I move that the Board of Directors approve the following Mutual Ownership Change:

- **Shaine Siegel, Sole Owner, 23-F Ridge Road is changed to Shaine Siegel and Michael R. Burriss, Jr., Joint Tenants.**

Moved: James

Seconded: Hess

Carried: 9-0

5. Committee Reports

Director McKinley updated the Board on the report from the Storm Water Management Subcommittee. She also mentioned that she attended a work session with the Architectural Review Committee with regards to the previous service rules on which the subcommittee is currently working. The Board was also informed that the subcommittee is scheduled for a work session with the Buildings Committee and the Architectural Committee on 28th December to discuss the draft of the impervious surface rules the subcommittee is currently working on.

Director Luly updated the board that the Investment Committee has finished its contributions to the RFP for the Investment Advisory services. The draft of the RFP is being worked on and will be presented to the Board once completed.

6. For Action or Discussion

6a. Approval of Addendum for Trust Ownership and Trustee's Affidavit for 6-M Ridge Road – (Attachment #2)

Carl T. Kirk, the member at 6-M Ridge Road, requested approval of the Addendum for Trust Ownership and Trustee's Affidavit of Carl T. Kirk, Trustee of The Carl T. Kirk Revocable Trust of 2021 (Attachment #2). Carl T. Kirk will serve as trustee and beneficiary under a trust agreement. The updated Mutual Ownership Contract will be presented for approval under new memberships.

Motion: I move that the Board of Directors approve the Addendum for Trust Ownership and Trustee's Affidavit of Carl T. Kirk, Trustee of The Carl T. Kirk Revocable Trust of 2021, thereby allowing him to place the membership and equity interest in 6-M Ridge Rd into a living trust.

Moved: Hess

Seconded: James

Carried: 9-0

6b. Approve Minutes of the Open Meeting Held on November 4, 2021 – (Attachment #3)

Motion: I move that the Board of Directors approve the minutes of the Open Meeting that was held on November 4, 2021, as presented.

Moved: James

Seconded: Bilyeu

Carried: 9-0

6c. Approve Minutes of the Open Meeting Held on November 18, 2021 – (Attachment #4)

Motion: I move that the Board of Directors approve the minutes of the Open Meeting that was held on November 18, 2021, as presented.

Moved: James

Seconded: Hess

Carried: 9-0

6d. Review 2021 3rd Quarter Financial Statements – (Attachment #5)

Mr. Perry updated the board on the 3rd Quarter Financial Statements. He reviewed the Balance sheet and stated that the investment is when the bond matures, over a period of time. In the Income Statement summary, the service income is higher since it includes the collections, for the optional improvement reserves. The other income includes the collection for the optional items. Attachment #5 has a detailed explanation of the financial statements.

6e. Proposal to Hire a Technical Writer to Update the GHI Member Handbook and Board Policies

The Board's current action plan states as follows:

- Update and improve the member handbook to reflect current operations and be internally consistent. Restructure the handbook for ease of use and maintenance. Update how members access the handbook and its updates.
- The Board needs to address resources to get this work done faster. Possible approaches include work sessions, a Task Force, staff and/or more intensive recruitment.
- Develop an accompanying quick reference guide / FAQ.

On December 2, 2021, the Board discussed whether it should establish a Task Force of volunteer members to collaborate with technical staff, and eventually a technical writer to accomplish the task of updating the GHI Member Handbook; but did not take any action.

Directors McKinley and Brodd have requested that the Board discuss this item further and consider taking action.

Motion: I move that the Board of Directors authorize the Manager to seek the services of a technical writer, technical editor, or other professional with the necessary skill set to update, standardize, format, and revise the Member Handbook and Board policies for clarity and consistency and to formulate an employment contract with said professional for Board authorization. The Manager is further authorized to utilize the services of a recruiting firm to identify potential candidates.

Moved: Carter-Woodbridge

Seconded: Hess

Carried: 9-0

6f. Review the Permit Task Force's Final Report – (Attachment #6a-6c)

On January 21, 2021, the Board directed the Finance Committee to recommend fees that GHI should charge for processing permit requests for improvements, including a refundable fee that would be returned to members who comply fully with GHI inspection requirements.

The Board reviewed the Finance Committee's recommendations on March 4, 2021 and directed the Manager to publish the Committee's recommendations in GHI's e-newsletter for member 3

feedback. On April 15th, the Board decided to establish a Task Force under the direction of the Buildings Committee to review the member comments and recommend the following:

a) Actions that GHI should implement to improve its permit process for improvements, alterations, and additions.

b) Whether GHI should charge fees for permit reviews and if so, what amounts should be charged?

The Task Force comprised Michael Campbell (Chair), Debbie McKinley (Alternate Chair), Tom Sporney (Staff Liaison), Stuart Caplan (replacement Staff Liaison), Erin Bilyeu (Board and Buildings Committee Liaison), Ben Hille, Wendy Young, Alison Gary, Jennifer Tschabrunn, and Bill Jones.

Attachment #6a is the report that the Task Force submitted. At the Board's directive, staff published the report on GHI's website and requested members to submit their comments over a 30-day period. Four members submitted comments (refer to Attachment #6b). Staff's comments on the report are stated in Attachment #6c.

The Task Force recommended that GHI should not charge fees for the review of permits, and at a minimum, staff should implement the following recommendations:

a) Create and post on the GHI website and Yardi portal, a list of items requiring permits, a list of items not requiring permits, and a list of prohibited items. Include a list of member responsibilities regarding permits and the consequences of not upholding their responsibilities.

b) Create and post a permitting decision tree, where processes and appropriate staff are identified for the Type I, II, III and IV permit types, regarding member and staff actions, and when these actions are to be performed during the permit process.

c) Ensure that website links work properly and that proper and current staff listings are correct.

d) Institute a method for gathering member feedback as projects are completed and identifying room for improvement.

e) Offer informational meetings/webinars to educate members about the responsibilities in the permit process, as well as GHI's obligations.

The report also recommended changes to the Member Handbook to increase member understanding of permits per se:

a) Clarify Section X.C.3 as to whether items not specifically requiring a permit can be utilized to penalize a member due to the requirements in either Section III.B.5 or otherwise affecting structure or historical integrity.

b) Update Section X. of the Member's Handbook to address the permit requirements and ensure consistency throughout this section as well as the rest of the Handbook so that there is agreement between the governing documents.

Motion: I move that the Board of Directors accept the recommendations of the GHI Permits Task Force Report as presented.

Moved: Bilyeu

Seconded: McKinley

Carried: 9-0

Motion: I move that the Board of Directors direct the Manager to implement the recommendations stated in the Permit Task Force report that require staff involvement, including accomplishment of the following assignments, at a minimum, by January 31, 2023.

a. Create and post on the GHI website and Yardi portal a list of items requiring permits, a list of items not requiring permits, and a list of prohibited items. Include a list of member responsibilities regarding permits and the consequences of not upholding their responsibilities.

b. Create and post a permitting decision tree, where processes and appropriate staff are identified for the Type I, II, III and IV permit types.

c. Institute a method for gathering member feedback as projects are completed.

d. Offer an informational meeting/webinar to educate members about the responsibilities in the permit process, as well as GHI's obligations.

Moved: Bilyeu

Seconded: Carter-Woodbridge

Carried: 9-0

6g. Review Proposed Recreational Vehicle/Boat Lot Regulations – (Attachments #7a-7b)

On December 3, 2020, the Board established a Task Force to recommend regulations governing the storage of vehicles in GHI's Boat Lots. On March 18, 2021, the Board reviewed draft regulations that the Task Force developed and forwarded them to the Communications Committee for editing. The draft regulations (Attachment #7a) that the Communications Committee edited, were published in the GHI e-newsletter over a period of 30 days. Three members submitted comments that are detailed in Attachment #7b.

Motion: I move that the Board of Directors adopt GHI's Recreational Vehicle (RV)/Boat Lots Procedure as presented on December 16, 2021.

Moved: Hess

Seconded: Bilyeu

Carried: 9-0

6h. Floater Holidays for Staff During 2022

GHI full time regular employees are offered twelve holidays per year. During 2022, New Year's Day falls on a Saturday and would have been observed on the Friday of the previous year. Also, Veteran's Day and the day after Thanksgiving fall on Friday of compressed work weeks, when the office will be closed.

Staff therefore requests that the Board designate three Floater Holidays for full time employees as substitute holidays for January 1, 2022, Friday, November 11, 2022, and Friday, November 25, 2022.

Motion: I move that the Board of Directors authorize three floater holidays for full time employees during 2022, as replacement holidays for January 1st (New Years' Day), November 11th (Veteran's Day) and November 25th (day after Thanksgiving).

Moved: Hess

Seconded: James

Carried: 9-0

6i. Motion to Hold a Closed Meeting on January 6, 2022

Motion: I move to hold a closed meeting of the Board of Directors at 7:00 pm on January 6, 2022.

Moved: Hess

Seconded: Bilyeu

Carried: 9-0

7. Items of Information

7a. President's Items

None

7b. Board Member's Items

Director Luly informed members that the Finance Committee would be inviting Mr. Monks to conduct a seminar for GHI staff.

7c. Audit Committee's Items

None

7d. Manager's Items

None

Motion: To adjourn.

Moved: Hess

Seconded: Mortimer

Carried: 9-0

The meeting adjourned at 9:20 pm.

Ed James
Secretary

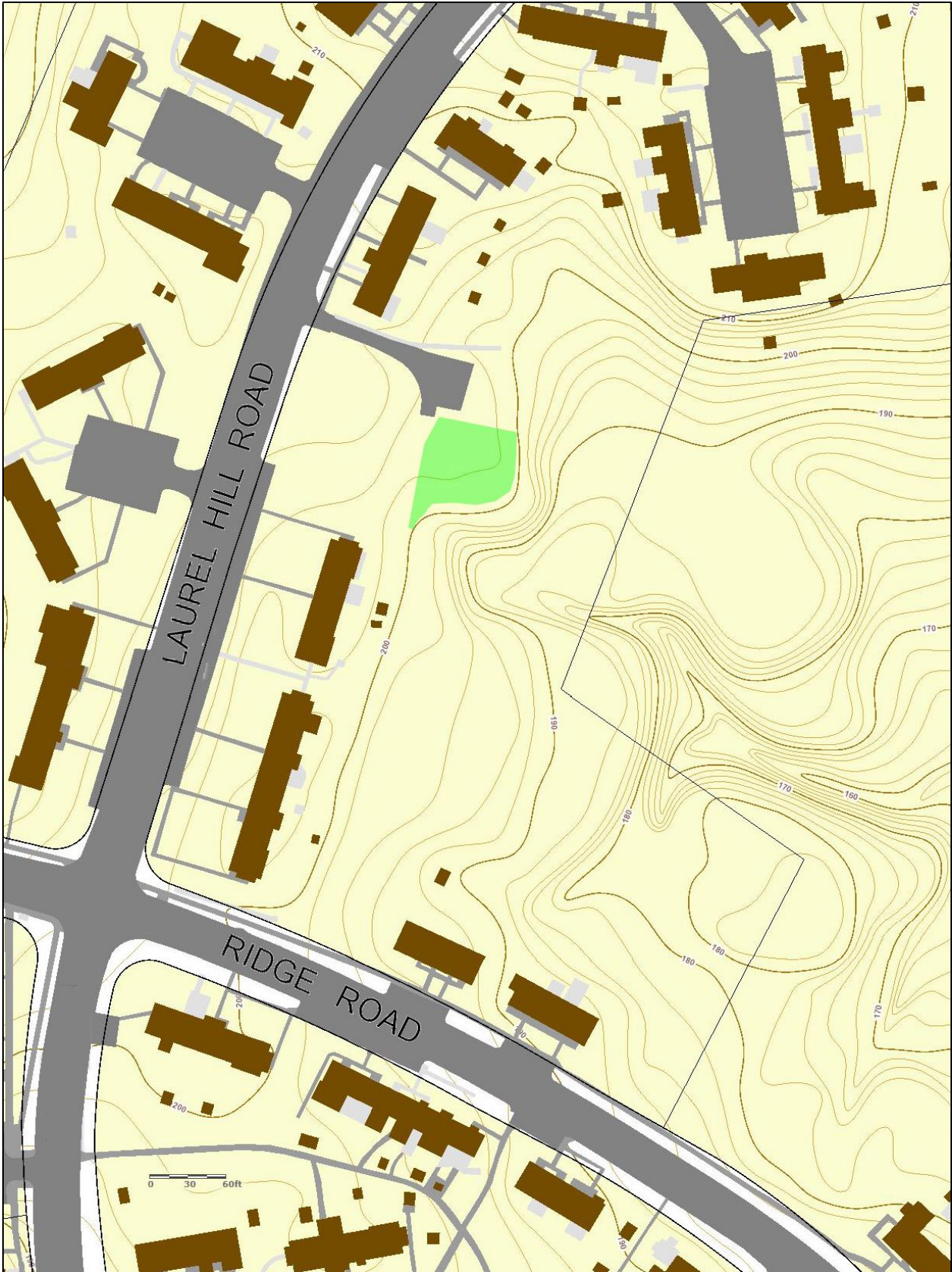
January 12, 2022

The caretaker program that the Board approved in 2018 has proven successful in bringing volunteer energy to the removal of invasive plants in the GHI woodlands and other GHI common areas. For example, over the past three years a dense infestation of invasive shrubs and vines has been removed from the pocket garden area at the edge of the GHI woodlands between 8 and 10 courts of Laurel Hill Road (see map on the next page), as well as from other areas in the GHI woodlands. Few native plants have spontaneously grown in this area, and it has become clear that planting native trees, shrubs, wildflowers, and grasses is necessary in order to restore an appropriate diversity of natives to this and numerous other areas in the GHI common spaces.

The Woodlands Committee has been obtaining planting stock through the Treemendous program and from the Maryland Department of Natural Resources nursery. Plants are being chosen for planting based upon their value to pollinators, service as hosts to caterpillars (which are the diet of baby birds), berry production for migrating and overwintering birds, and provision of appropriate edge habitat. While the plants obtained from Treemendous and the DNR nursery are of good quality, it would be preferable to propagate planting stock using seed and cuttings gathered from local plants as this preserves the local ecotypes of these species, which are of course uniquely suited to thrive in Greenbelt and which have co-evolved with local insects. Propagating local ecotypes produces plants that will grow most successfully here, preserves the genetic variation contained in local varieties, and ensures that co-evolutionary relationships with local insects are preserved. Moving to propagation of our planting stock will require carefully and ethically sourcing seeds and cuttings from local plants (e.g. persimmon seeds are gathered from local wild American persimmon trees; elderberry seeds and cuttings are harvested from local wild elderberry shrubs, etc.) and setting up in-ground nursery beds in a common area. We have begun preparing such nursery beds in part of the area cleared of invasives at the pocket garden area between 8 and 10 courts of Laurel Hill Road.

These nursery beds will require protection from deer browsing. Deer protection can be provided by growing a living woven shrub willow fence (a fedge) using native black willow (*Salix nigra*). However, during the first few years of establishing the fedge there is a need to protect the young shrub willow plants from deer browsing. A temporary metal fence is thus needed to establish the propagation area and its protective fedge. If this effort proves successful, the metal deer fence will be removed within three to five years, once the fedge is sufficiently mature to exclude deer. This temporary metal fence needs to be seven to eight feet in height and needs to enclose approximately 600 square feet (about 10% of the total area of the pocket garden). Within this enclosed propagation area approximately 1,000 native trees, shrubs, wildflowers, and other plants could be propagated annually, building on volunteers' prior experience and success in plant propagation.

The Woodlands Committee requests that the GHI Board approve the installation of a temporary metal deer fence surrounding a native plant propagation area that is being developed in the pocket garden between 8 & 10 Courts Laurel Hill Road.



Location of pocket garden between 8 and 10 courts of Laurel Hill Road is shown with green shading.

Chronology re: WSSC's proposal to replace water piping for GHI's masonry homes

Date	Activity
9/25/2007	<p>WSSC informs GHI that it will replace galvanized water pipes for our masonry homes using the traditional trenching method, in 4 phases beginning in 2008.</p> <ul style="list-style-type: none"> • Phase 1 – GHI not affected • Phase 2 – affects GHI homes at 135A & 135B Northway and homes bounded by Northway, Hillside Rd, Eastway and Ridge Rd. • Phase 3 – affects the GHI Administration building and GHI homes bounded by Eastway, Crescent Rd, Southway and Ridge Rd. • Phase 4 – affects GHI homes bounded by Southway, Crescent and Ridge Rd.
4/25/2008	<p>WSSC staff meets with staff from GHI and City of Greenbelt. WSSC states:</p> <ul style="list-style-type: none"> • The overall project is presently at 70% of the design phase. • Actual work for the project is expected to start during the spring of 2009 at the earliest.
May 2008	<p>WSSC submits design drawings dated February 2008 for phases 2, 3 and 4 to GHI showing placement of new pipes with new meters located several feet away from homes. Pipes will be installed using the traditional trenching method.</p>
7/3/2008	<p>GHI and City of Greenbelt Staff meet with WSSC officials. WSSC agrees to:</p> <ul style="list-style-type: none"> • Schedule a walk thru in the affected areas of all project phases to assess items that will be restored after construction. • Provide revised design drawings for all phases to GHI
3/3/2009	<p>WSSC meets with staff from the City of Greenbelt and GHI to discuss the permit requirements for replacement of the WSSC water mains in various streets located in the City of Greenbelt. WSSC states:</p> <ul style="list-style-type: none"> • It had completed the design for phase 1 and intends to begin construction later in 2009. • Because of the significant disturbance to landscape items resulting from the traditional trenching method, WSSC is exploring the use of the directional boring method for phases 2 to 4. WSSC is also in the process of re-designing phases 2 to 4 and plans to begin construction work within phase 2 in June 2010.
12/7/2009	<p>WSSC submits revised drawings for Phase 2 only, to GHI for comment showing meters removed from the buildings to curbsides of streets. The new design will employ a directional boring technique with water pipes installed in casements.</p>
12/31/2009	<p>Having reviewed the revised phase 2 drawings, GHI sends a memorandum to WSSC seeking clarification on a few points including the issue of ownership of pipes from the meters at the streets to the buildings.</p>
1/25/2010	<p>WSSC informs GHI that WSSC will be responsible up to the meter, and pipes from the meters at the streets to the buildings will be GHI's responsibility.</p>

2/25/2010	GHI points out to WSSC that in a 1958 agreement signed by WSSC and Greenbelt Homes, Inc., WSSC took ownership of the water piping up to the meter boxes located at the housing units. GHI requests WSSC to retain ownership of the water pipes up to the buildings and relocate the new meter boxes adjacent to the housing units.
4/8/2010	Mr. Senesie of WSSC meets with GHI staff and states that WSSC and not GHI will be responsible for the future maintenance of the new pipes from the meters to the buildings. He was requested to confirm this in writing.
5/25/2010	Mr. Senesie of WSSC responds that the issue about who should maintain the water house connections had not been resolved. He promises to let us know as soon as a decision is made.
6/23/2010	WSSC informs GHI that the cooperative will be responsible for maintaining the service connections between the meters and the buildings after construction.
7/15/2010	At a Board meeting, GHI's Board of Directors asks staff to set up a meeting with WSSC officials to discuss and hopefully resolve the issues about maintenance responsibility for the new pipes.
10/18/10	GHI's staff (General Manager Gretchen Overdurff, Assistant General Manager Eldon Ralph, Director, Technical Services Tom Sporney and Project Manager Peter Joseph) along with GHI Board members Sylvia Lewis, Ed James and GHI's Attorney Pat Mc Andrew meet with WSSC officials to discuss the issues about the second design plan and maintenance responsibility for the new pipelines.
10/19/2010	A letter is sent to WSSC by General Manager Gretchen Overdurff detailing GHI's concerns (including questions about the second design plan) that were raised during the 10/18/2010 meeting.
12/1/2010	WSSC re-iterates its position that GHI will be responsible for maintaining the service connections between the meters and the buildings after construction.
1/24/2011	GHI's attorney Mike Mc Andrew sends a letter to WSSC's General Manager stating that all parties to the 1958 agreement (GHI, WSSC and the City) must consent to any changes to the agreement and WSSC cannot unilaterally proceed to transfer ownership of the pipelines to GHI unilaterally.
2/18/11	In response to a GHI's inquiry through P.G. Councilwoman Ingrid Turner's office, Mr. Eugene Williams (WSSC's Government Relations Manager) states that having conferred with its General Counsel's office, WSSC has the statutory authority to relocate the meters as they wish.
4/25/11	GHI's attorney Martin Hutt requests clarification from WSSC on its asserted authority to do the relocation work.
4/25/11	Laura Swisher (WSSC's attorney) responds to Mr. Hutt that she believed Mr. Eugene Williams was referring to WSSC's authority in general. She referenced Titles 21, 23, and 24 of the Public Utilities articles of the Annotated Code.
8/30/11	GHI's staff (General Manager Gretchen Overdurff, Assistant General Manager Eldon Ralph, Director, Technical Services Tom Sporney) as well as GHI Board members Ed James and David Morse and GHI's attorney Martin Hutt attend a meeting at WSSC. They inform us that they will revert to the traditional open trench method of installing the water pipes and relocate the house meters from the streets to the

	curbside of serviceside yards of GHI units. GHI will be responsible for future maintenance and repairs of the lateral lines from the meters to the buildings.
10/3/2011	WSSC officials visit GHI to explain the revised open trench design plan to Gretchen Overdurff, Tom Sporney, Eldon Ralph, Ed James, and Laura Moore (ex-Board member). They explain that the meters will be placed at the curbsides of serviceside yards for ease of reading them.
10/26/2011	GHI's General Manager Gretchen Overdurff sends a letter to Ms. Tucker of WSSC stating that GHI will agree to the new design if WSSC takes ownership of the lateral pipes from the meters to points where the existing meters are located.
1/6/2012	WSSC's General Manager Jerry Johnson sends a letter to Gretchen Overdurff stating that WSSC had abandoned the project because WSSC made three design proposals that GHI rejected.
5/4/2018	WSSC's Deputy General Manager Joe Mantua sends a letter to GHI's General Manager Eldon Ralph proposing to move forward with the current design of the water and sewer main replacement projects; WSSC will continue to be responsible for the maintenance and repair of the additional on property pipe for 30 years from the date of project completion giving GHI an opportunity to build up a substantial infrastructure fund for maintenance and repairs beyond 30 years.
5/31/2018	By consensus, GHI's Board of Directors direct the General Manager to recommend a professional negotiator that GHI should hire to negotiate GHI's position in discussions with WSSC, if WSSC relocates the water meters from their current locations to the curbsides of serviceside yards.
10/5/18	GHI representatives – Attorney James McCollum, Steve Skolnik (Board President), Linda Seely (Board member), Eldon Ralph (General Manager) and Tom Sporney (Asst. General Manager) along with staff representatives from the City of Greenbelt meet with WSSC to discuss their 5/4/2018 proposal.
10/12/18	Following the 10/5/18 meeting with WSSC, Eldon Ralph sends a letter to WSSC with a list of questions about their 5/4/2018 proposal.
1/29/19	WSSC's Chief of Staff sends an email responding to the questions in the GHI General Manager's letter dated 10/12/18.
9/26/19	Mayor Emmett Jordan on behalf of the Greenbelt City Council and GHI Board President Steve Skolnik send a joint letter to WSSC General Manager Carla Reid requesting re-establishment of negotiations regarding the proposed improvements to GHI's water and sewer infrastructure. The letter requests Ms. Reid's personal participation in the discussions.
1/31/2020	WSSC General Manager Carla Reid responds to the 9/26/19 letter from Mayor Jordan and Board President Skolnik stating that WSSC's proposal to be responsible for maintenance and repair of the additional pipes on GHI property for 30 years from the project completion date, is more than generous since it would give GHI ample time to raise funds for future maintenance and repairs. The letter states that Ms. Reid is open to a meeting, but WSSC needs a response to its proposal. If GHI is not willing to accept WSSC's proposal, the cooperative should let WSSC know.
11/3/20	Mayor Colin Byrd and Board President Skolnik send a joint letter to WSSC Manager Carla Reid stating that the City and GHI fully understand WSSC's desire to

	bring GHI's water and sewer infrastructure in alignment with WSSC's current design standards and do not object if any such changes do not result in a breach of the 1958 agreement.
2/12/21	WSSC General Manager Carla Reid sends a letter to Mayor Byrd and Steve Skolnik stating as follows, "Given your opposition to our offer, needs in other parts of our system, and current funding/resources constraints, WSSC Water will continue to operate and maintain the GHI water system based on the 1958 tripartite agreement but will not proceed with the upgrade project. While we regret that we have been unable to arrive at a mutually agreeable solution with GHI, we will honor the existing agreement to operate and maintain the community's water and sewer systems".

**COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND
SITTING AS THE DISTRICT COUNCIL
2021 Legislative Session**

Bill No. CB-104-2021

Chapter No. _____

Proposed and Presented by Council Members Glaros, Harrison, Hawkins, Taveras, Turner
Davis and Franklin

Introduced by _____

Co-Sponsors _____

Date of Introduction _____

ZONING BILL

1 AN ORDINANCE concerning
2 The Zoning Ordinance of Prince George’s County
3 For the purpose of establishing regulations for a Neighborhood Conservation Overlay (NCO)
4 Zone applicable to designated portions of the City of Greenbelt.

5 BY repealing and reenacting with amendments:
6 Section 27-4403(a)(5),
7 The Zoning Ordinance of Prince George's County, Maryland,
8 being also
9 SUBTITLE 27. ZONING.
10 The Prince George's County Code
11 (2019 Edition; 2020 Supplement).

12 SECTION 1. BE IT ENACTED by the County Council of Prince George's County,
13 Maryland, sitting as the District Council for that part of the Maryland-Washington Regional
14 District in Prince George's County, Maryland, that Section 27-4403(a)(5) of the Zoning
15 Ordinance of Prince George's County, Maryland, being also Subtitle 27 of the Prince George's
16 County Code, be and the same is hereby repealed and reenacted with the following amendments:

17 **PART 27-4. ZONES AND ZONE REGULATIONS.**
18 **SECTION 27-4400. OVERLAY ZONES.**
19 **27-4403. OTHER OVERLAY ZONES**

1 (a) **Neighborhood Conservation Overlay (NCO) Zone**

2 (5) **Specific Neighborhood Conservation Overlay Zones**

3 **(A) Greenbelt Neighborhood Conservation Overlay Zone**

4 **(i) Purpose**

5 The Greenbelt Neighborhood Conservation Overlay (NCO) Zone is
6 established and intended to protect and preserve unique development features and the character
7 of the historic New Deal community of Greenbelt.

8 **(ii) Goals**

9 The goals of the Greenbelt NCO Zone are to:

10 **(aa)** Preserve the development characteristics of the New Deal
11 community, including the superblock concept, garden city character, walkability, internal green
12 spaces, sustainable development practices, and the “green belt.”

13 **(bb)** Restrict the residential density allowed by the zones of this
14 Zoning Ordinance so that new development does not overwhelm or negatively impact the
15 character of the community.

16 **(cc)** Clarify the applicability of development standards for properties
17 that were never subdivided.

18 **(dd)** Ensure new buildings and structures and additions to existing
19 dwelling, accessory structures, and nonresidential buildings are appropriate in size and scale
20 with existing buildings.

21 **(ee)** Minimize impacts to or restrictions on existing nonresidential
22 uses to ensure they have every opportunity to continue to serve the community.

23 **(ff)** Minimize the provision of new parking spaces to limit expansion
24 of impervious surfaces and preserve open space.

25 **(iii) General Provisions**

26 **(aa)** The boundaries of the Greenbelt NCO Zone are identified on the
27 Official Zoning Map.

28 **(bb)** Pursuant to Section 27-4403(a)(4)(C), in the case of conflicts
29 with any standards of the Zoning Ordinance, the Greenbelt NCO Zone development standards
30 shall control.

31 **(cc)** As stated by Section 27-4403(a)(4)(B), no permit for any new
32 construction or expansion of an existing structure resulting in an increase in the gross square

1 footage of the building of 15 percent or more may be issued until the Planning Director
2 determines that the proposal complies with all development standards (as may be applicable to
3 the proposed development) established in this Subsection.

4 (dd) Property in the RSF-65 Zone shall only be subject to the
5 maximum density for residential blocks standard and are exempt from all other standards of the
6 Greenbelt NCO Zone.

7 (ee) Alterations or modifications made to previously
8 constructed dwelling unit additions that existed as of the effective date of the Zoning Ordinance
9 that do not further expand the gross square footage shall be exempt from these development
10 standards except that any such alteration or modification shall maintain the roof line of the
11 existing structure.

12 (ff) For the purposes of this Subsection 27-4403(a)(5), the
13 following terms shall be defined as follows:

14 (I) **Roosevelt Center** includes all property in the CGO
15 Zone except for the southern-most property located approximately 400 feet northeast of the
16 intersection of Southway and MD 193/Greenbelt Road

17 (II) **Garden Side** is the individual or family-oriented,
18 private side of a residential dwelling.

19 (III) **Service Side** is the public-facing side of a
20 residential building fronting on a street, alley, parking lot, or open space.

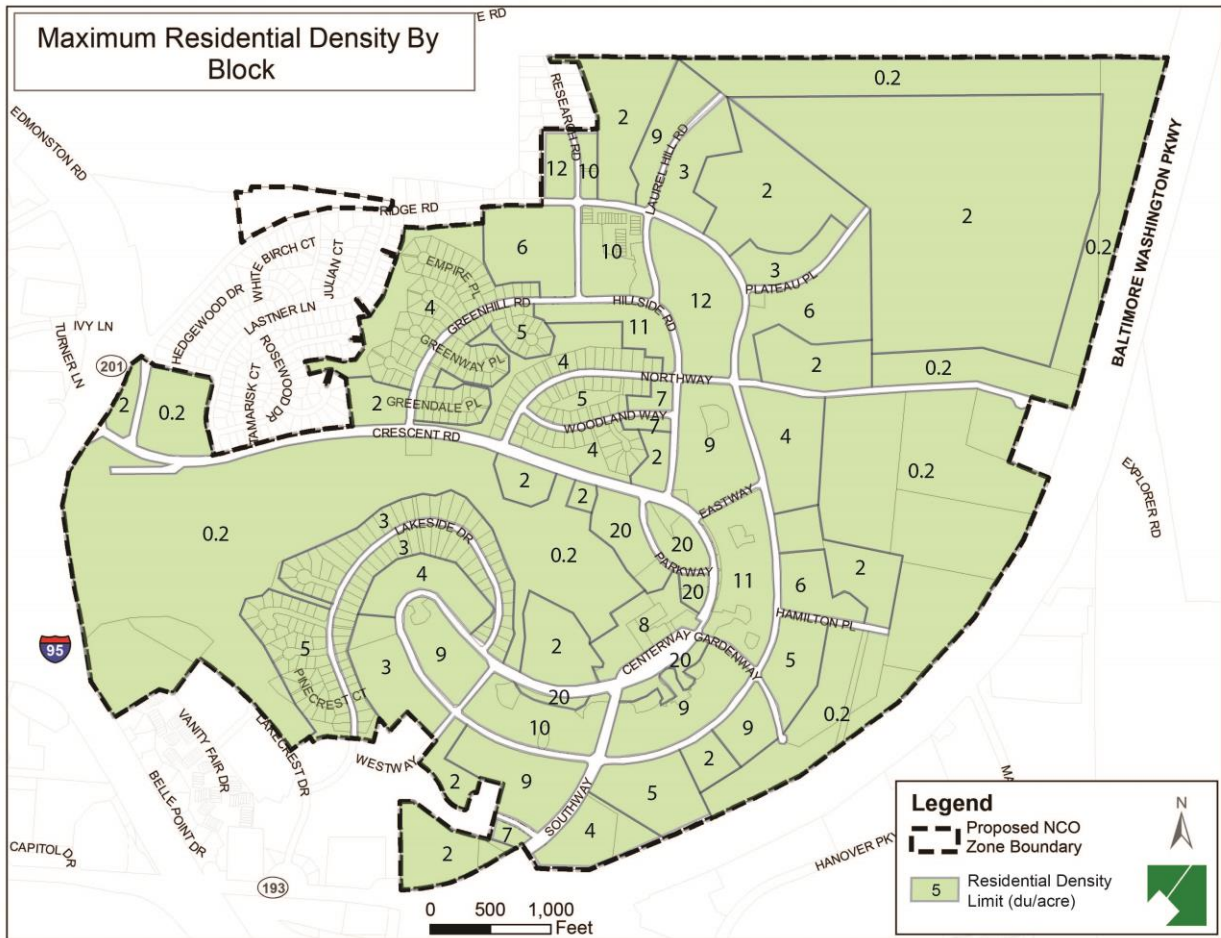
21 (iv) **Development Standards**

22 All development within the Greenbelt NCO Zone shall demonstrate
23 compliance with the following development standards (as may be applicable):

24 (aa) **Density**

25 The maximum dwelling unit density for each property or
26 assemblage of properties that is the subject of a development application within the Greenbelt
27 NCO Zone shall not exceed the density shown in Figure 27-4403(a)(5)(aa): Greenbelt NCO
28 Zone Maximum Density for Residential Blocks. Where a maximum density is not shown, the
29 maximum density shall not exceed the maximum density permitted by the underlying zone.

30 **Figure 27-4403(a)(5)(aa): Greenbelt NCO Zone Maximum Density for Residential Blocks.**



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(bb) Dimensional and Intensity Standards

Attached dwellings (other than multifamily dwellings) and single-family detached dwellings located in the RSF-A Zone; and any alterations, expansions, enlargements, or extensions thereto; located within the Greenbelt NCOZ shall not be subject to the individual lot dimensional and intensity standards as set forth in Part 27-4: Zones and Zone Regulations for the zone in which they are located.

(cc) Multiple Principal Dwellings on Same Lot or Parcel

Notwithstanding Section 27-5101(b)(2), multiple single-family detached, townhouse, two-family, three-family, artists' residential studios, and/or live-work dwellings may be permitted on any lot or parcel in the RSF-A Zone within the Greenbelt NCOZ. This provision shall not be interpreted to permit accessory dwelling units and shall only apply to multiple principal dwellings on the same lot or parcel.

(dd) Alterations, Expansions, Enlargements, or Extensions

1 (I) Additions or expansions to existing single-family
2 detached, townhouse, two-family, or three-family residential dwelling units shall not exceed a
3 cumulative sum of 60 percent of the gross floor area of the original dwelling unit as it existed
4 when construction was initially complete. No alteration, expansion, enlargement, or extension
5 shall exceed the height of the existing dwelling unit. Alterations, expansions, enlargements, or
6 extensions shall maintain the roofline of the existing dwelling unit.

7 (II) Multifamily dwelling buildings constructed before
8 November 29, 1949, shall retain their character-defining architectural features to the maximum
9 extent practicable. Such features may include but are not limited to concrete block exterior walls,
10 casement windows, flat roofs, open porches, glass block walls, and exterior courses of decorative
11 brick. Original exterior doors and exterior lighting fixtures shall be preserved wherever possible.
12 Alterations, expansions, enlargements, or extensions shall maintain the roofline of the existing
13 multifamily building.

14 (III) Additions, expansions, enlargements, or extensions
15 to commercial buildings constructed before November 29, 1949, shall reflect the massing and
16 architectural character of existing commercial structures located in Roosevelt Center.
17 Alterations, expansions, enlargements, or extensions shall not exceed the height of the existing
18 building or 25 feet, whichever is lowest.

19 (IV) Additions, expansions, enlargements, or extensions
20 to commercial buildings constructed after November 29, 1949 shall not exceed a cumulative
21 maximum height of 30 feet, inclusive of the height of any existing structure which may be
22 expanded vertically as part of the addition, expansion, enlargement, or extension.

23 (V) Garages may only be used for vehicle parking or
24 general storage (not residential or any other uses). When present, original garage doors should be
25 repaired rather than replaced. If replacement is necessary, new garage doors shall be compatible
26 in appearance and function with original garage doors to the maximum extent practicable.
27 Garage additions shall not be permitted, nor shall garage doors or garage openings be sealed shut
28 or blocked by walls or similar structures.

29 (VI) In the RSF-A Zone, two-story additions or
30 expansions shall only be placed on the garden side (or rear yard, when the garden side does not
31 apply), or in the side yard of an end unit. Any additions or expansions in the service side (or
32 front yard, when the service side does not apply) shall not exceed one story in height.

1 **(ee) New Development**

2 **(I) New dwellings in the Household Living Uses or**
3 **Group Living Uses use categories in the RSF-A, RMF-20, and CGO zones shall be designed to**
4 **maintain the general form and massing of the existing dwellings in these zones. High-quality,**
5 **durable exterior materials shall be used.**

6 **(II) New dwellings shall not exceed 40 feet in height for**
7 **multifamily dwellings or 30 feet in height for any other dwelling.**

8 **(III) New commercial or mixed-use buildings shall not**
9 **exceed 30 feet in height.**

10 **(ff) Block Design**

11 **(I) Section 27-6206(k)(1), Block Length, shall not**
12 **apply. Instead, block length shall be at least 400 feet on a side.**

13 **(II) Notwithstanding Section 27-6206(k)(3), any new**
14 **development in the RSF-A Zone shall provide sidewalks or multi-use paths through the block**
15 **regardless of block face length.**

16 **(gg) Parking**

17 **(I) The minimum number of off-street parking spaces**
18 **required for any new development in the Household Living Uses Principal Use Category shall be**
19 **1.5 spaces per dwelling unit.**

20 **(II) Pervious or semi-pervious parking lot surfacing**
21 **shall be required for any new required or proposed surface parking spaces to the maximum**
22 **extent practicable. Any pervious or semi-pervious surfacing shall be certified by a licensed civil**
23 **engineer as capable of accommodating anticipated traffic loading stresses and maintenance**
24 **impacts. Where possible, such materials should be used in areas proximate to and in combination**
25 **with on-site stormwater control devices.**

26 **(hh) Accessory Structures**

27 **Residential accessory structures including but not limited to sheds,**
28 **fences, and porches shall be permitted. For accessory structures located within the RSF-A Zone,**
29 **such structures should generally be located on the garden side (or rear yard, when the garden side**
30 **does not apply) or in the side yard of an end unit. Accessory structures may only be located on**
31 **the service side (or front yard, when the service side does not apply) if the applicant**
32 **demonstrates it is infeasible to locate such structures elsewhere on the lot due to utility locations**

1 or other constraints. Nonresidential accessory structures may be permitted pursuant to the
2 regulations of the Zoning Ordinance.

3 * * * * *

4 SECTION 2. BE IT FURTHER ENACTED that the District Council, having reviewed the
5 Greenbelt Neighborhood Conservation Overlay Zone neighborhood study prepared by the Prince
6 George’s County Planning Department and attached herein as Attachment A, finds that the
7 neighborhood study specifies the development context for the Greenbelt Neighborhood
8 Conservation Overlay Zone as required by Section 27-4403(a)(2) and is establishing the
9 development standards of this Ordinance to maintain the historic character of Greenbelt; and

10 SECTION 3. BE IT FURTHER ENACTED that prior to taking action on this Ordinance,
11 the District Council has reviewed the minimum standards for designation of an NCO Zone as
12 required by Section 27-4403(a)(3) and finds that at least 65 percent of the properties in the
13 Greenbelt Neighborhood Conservation Overlay Zone are developed, development patterns in
14 historic Greenbelt demonstrate an effort to maintain or rehabilitate the character and physical
15 features of existing buildings in the NCO Zone, the development standards contained in this
16 Ordinance will encourage the retention of the general character and appearance of existing
17 development in the zone, and the Greenbelt Neighborhood Conservation Overlay Zone features
18 unique and distinctive land use patterns, integrated mixed-use residential, commercial,
19 institutional, and recreational uses, and a walkable neighborhood scale that make the area well-
20 suited for designation as a Neighborhood Conservation Overlay Zone.

21 SECTION 4. BE IT FURTHER ENACTED that this Ordinance shall take effect forty-five
22 (45) calendar days after its adoption.

Adopted this ____ day of _____, 2021.

COUNTY COUNCIL OF PRINCE GEORGE’S
COUNTY, MARYLAND, SITTING AS THE
DISTRICT COUNCIL FOR THAT PART OF
THE MARYLAND-WASHINGTON REGIONAL
DISTRICT IN PRINCE GEORGE’S COUNTY,
MARYLAND

BY: _____
Calvin S. Hawkins, II
Chair

ATTEST:

Donna J. Brown
Clerk of the Council

KEY:

Underscoring indicates language added to existing law.

[Brackets] indicate language deleted from existing law.

Asterisks *** indicate intervening existing Code provisions that remain unchanged.

* * * * *

2021-2022 Strategic Action Plan as of 1/15/2022

2-5 Yr. Strategy		#	GHI 2021-2022 (12 Month) Strategic Action Plan	Priority	Board	Cmte	Staff	Comments on status	Status
Goal	Objective		Work Plan: Actions						
A. Buildings & Property	A.1. Closeout HIP.	A.1.a	Conduct HIP End Survey. Put the report on the website.	B	X	MOC	X	Currently being undertaken by the MOC to determine satisfaction with HIP.	In process
	A.2. Implement sustainable practices	A.2.a	Install solar PVES in the Administrative Complex. Still need to do pre-paid power purchase agreement.	A	X	Solar Contract TF	X	During the 5/11/18 annual meeting, the membership gave approval to proceed with the project. On 9/6/18, the Board approved a power purchase contract agreement with SES Inc. Installation of the panels is complete and the contractor is awaiting Pepco's approval to turn on the system. On May 6, 2021, the Board established a task force to re-negotiate the contract with SES Inc. to a pre-paid power purchase agreement (PPA). GHI's attorney is currently working with SES Inc. the task force and GM Ralph to formulate a pre-paid PPA for the Board's review.	In process
		A.2.b	Review recommendations from the Buildings Committee on EV charging stations throughout the coop.	A	X	BLD		Survey underway to ascertain member interest in electric cars and charging stations.	In process
		A.2.c	Implement heat-pump water heaters in masonry homes. Explore pilot of heat-pump water heaters for other types of units.	B	X	BLD	X	A pilot program involving installation of eleven units in crawlspaces of masonry homes was completed. The Board decided that staff should continue to replace conventional water heaters with heat-pump types as long as the current Pepco rebate is in place.	In process
	A.3 Maintain & protect buildings & grounds	A.3.a	Plan for continued improvement work including replacement of plumbing pipes. Provide specific assignment to the Buildings Committee. Also explore electrical wiring as an assignment. Explore	A	X	BLD	X	On February 20, 2020, the Board approved the hiring of a consultant (ETC Inc.) to evaluate the condition of water supply and waste pipes in a sample of frame and masonry homes, provide a report on replacement options, provide a report on the performance of epoxy lined pipes in 2 units and design a pilot study to evaluate	In process

2-5 Yr. Strategy		#	GHI 2021-2022 (12 Month Strategic Action Plan)	Priority	Board	Cmte	Staff	Comments on status	Status
Goal	Objective		Work Plan: Actions						
			whether water supply in frame homes need to be replaced regardless of life to maintain continuity.					methodologies for replacement of the piping. The Board reviewed ETC’s report on November 19, 2020, and decided not to have the consultant design the pilot study. On January 21, 2021, the Board directed the Buildings Committee to advise the next planning steps that should be undertaken.	
		A.3.b	Conduct negotiations with WSSC re: water pipe replacements for masonry homes. WSSC needs to come onboard for exterior & sewer pipes, water supply for masonry homes. Legal opinion may be needed for negotiating 1958 agreement. Involve City of Greenbelt (signatory to 1958 and a good GHI ally).	A	X		X	Board and the City of Greenbelt sent a letter to WSSC’s General Manager in 2019, asking for negotiations to be resumed and pipes to be replaced in conformance with the 1958 agreement. WSSC’s General Manager responded on Jan 31, 2020. On November 3, 2020, a joint letter signed by the Board President and City of Greenbelt Mayor was sent in response to the WSSC’s Manager’s letter. WSSC’s General Manager sent a letter dated February 12, 2021, stating that WSSC will not proceed with the project but will repair pipes when they fail. The Board met with the Greenbelt City Council on December 15, 2021, to discuss a joint response to WSSC’s position.	In process
		A.3.c	Continue to study program for inspections of building exteriors and yards. (Expect to hear back from membership in the fall.)	B	X	EBYITF	X	On February 18, 2021, the Board accepted a report from the Yards and Exteriors Task Force and decided the scope of an inspection program for 2021. On October 7, staff provided the Board a report on the 2021 inspection program that was completed.	Complete
		A.3.d	Continue to address stormwater management issues. Consider ending the Storm Water Task Force, moving stormwater management to a staff function, and imposing deadlines and reporting metrics. Changes to grades in yards may be contributing to runoff problems. Swales need to	B	X	SWTF	X	On October 7, the Board reviewed a report regarding the task force’s activities during January 2020 to June 2021 and decided the task force should be designated a sub-committee of the Buildings Committee. GHI has hired a stormwater specialist manager is currently trying to get a better understanding of storm water management needs, regulatory requirements and the need to undertake stormwater remediation projects in coordination with the GHI staff and SWTF.	Ongoing

2-5 Yr. Strategy		#	GHI 2021-2022 (12 Month) Strategic Action Plan	Priority	Board	Cmte	Staff	Comments on status	Status
Goal	Objective		Work Plan: Actions						
			be reconsidered. Consider an RFP to take advantage of grant program.						
	A.4 Coordinate efforts w/ external entities e.g., City, County, State, Fed govt, Maryland-National Capital Park and Planning Commission (MNCPPC)	A.4.a	Collaborate with City of Greenbelt re: Zoning Rewrite Project. GHI will have to update member handbook to respond and comply.	B	X	ZTF	X	On 9/20/2021, several Board members attended a meeting between the Greenbelt City Council and the M-NCPPC regarding the Greenbelt Neighborhood Study Report and Draft Neighborhood Conservation Overlay Zone Standards for Greenbelt. The Countywide Map Amendment and NCOZ were approved on Monday, November 29, 2021 and the new Zoning Ordinance, Zoning Map, and Subdivision Regulations take effect on April 1, 2022.	Complete
	A.5 Enhance and improve buildings and grounds	A.5.a	Develop policy for storage of recreational vehicles in GHI Boat Lots. Consider providing deadline to task force.	A	X	RV & Boat Lot TF	X	Task Force was established on 12/3/2020. The Board adopted the task force's recommendations on December 16, 2021.	Complete

2-5 Yr. Strategy		#	GHI 2021-2022 (12 Month) Strategic Action Plan	Priority	Board	Cmte	Staff	Comments on status	Status
Goal	Objective		Work Plan: Actions						
Governance	B.1 Prepare for succession of administrative staff.	B.1.a	Plan for succession of General Manager.	A	X	TSTF	X	The Board passed a motion on December 3, 2020 to establish a Transition and Sustainability Task Force and allocate \$7,500 to hire a consultant to assist the task force. The Board held a work session with the task force on June 7, 2021. The task force is currently conducting a membership survey to garner ideas regarding the GM's succession and to share the survey results during a membership townhall meeting in March 2022.	In process
	B.2 Improve operation and efficiency of the Board	B.2.a	Make a decision about all aspects of continuing to hold virtual Board, committee and membership meetings post Covid-19.	A	X		X		Not started
		B.2.b	Put ARC unanimous decisions on the consent agenda instead of on the regular agenda to save time.	A	X		X		Not started
		B.2.c	Explore use of online collaborative documentation prior to/in preparation for and during Board meetings. Be careful to adhere to Open Meetings Law.	C	X		X		Not started
	B.3 Improve committee operation and promote member involvement	B.3.a	Review the role of committees to avoid staff attending the meetings. Discuss in a work session with Board and committee and task force chairs.	A	X			A work session was held on September 23, 2021.	In process
		B.3.b	Establish an oversight committee of the Board to deal with and manage committees and task forces.	A	X				Not started
		B.3.c	Provide training for committee chairs.	B	X		X	Last training program for committees was held in September 2018. Plan to hold another training program in 2022.	Ongoing

2-5 Yr. Strategy		#	GHI 2021-2022 (12 Month) Strategic Action Plan	Priority	Board	Cmte	Staff	Comments on status	Status
Goal	Objective		Work Plan: Actions						
		B.3.d	Continue volunteer recognition program.	B	X	MOC	X	Last volunteer recognition event was held on October 16, 2019.	Ongoing
	B.4 Review and develop policies	B.4.a	Revise, update and implement record retention policy. Recommend storage methodology for historical documents.	A	X	RRTF		Staff prepared a draft records' retention policy. The Board subsequently appointed a task force to recommend historical documents that should be retained and how they should be stored. The task force is currently working on this assignment.	In process
		B.4.b	Establish a policy to deal with member estates.	A	X		X		Not started
	B.5 Review bylaws issues and other changes as needed	B.5.a	Change the way contracts are done and make the associated changes in the bylaws. Consider: a) removing second readings, and b) increasing dollar amounts in the financial section.	B	X		X		Not started
	B.6 Develop long-range strategic plan	B.6.a	Develop a long-range plan for the GHI organization.	B	X	LRPC	X	The LRPC has suspended its operations due to volunteer resource constraints.	In process

2-5 Yr. Strategy		#	GHI 2021-2022 (12 Month) Strategic Action Plan	Priority	Board	Cmte	Staff	Comments on status	Status
Goal	Objective		Work Plan: Actions						
C. Finance	C.1 Manage finances to address issues that arise.	C.1.a	Review investment policies. Develop workaround to the Prudent Person issue. Does hiring an investment management company as a prudent investor meet the prudent person requirements? Pursue legislative action to address Prudent Person Rule restrictions on GHI investments.	A	X	INVC LGAC	X	On June 3, 2021, the Board reviewed the LGAC’s recommendations regarding actions that GHI should pursue to have the law changed to remove the restrictions on GHI investments. After reviewing legal counsel’s advice, the Board decided that staff should prepare a Request for Proposal from investment management companies to invest GHI funds in accordance with the prudent investor rule. The RFP is currently being reviewed by GHI’s attorney before being sent to investment firms.	In process
	C.2 Continue education programs on GHI finances	C.2.a	Review and revise Tom Jones’ breakdown of fees and distribute to relators and vendors.	B	X	FIN	X		Not started
		C.2.b	Continue education program on GHI finances and produce them as webinars. Include member charges, inflation, value of money, what’s included in monthly charges, replacement reserves’ program	B	X	FIN	X		Not started
	C.3.Insurability	C.3.1	Conduct risk assessment. What impacts the cost of insurance and availability of carriers? Look at risks and ways to make the GHI community more attractive to insurance carriers.	B	X	BLDG	X		Not started

2-5 Yr. Strategy		#	GHI 2021-2022 (12 Month) Strategic Action Plan	Priority	Board	Cmte	Staff	Comments on status	Status
Goal	Objective		Work Plan: Actions						
D. Communication and Member Engagement	D.1 Improve member handbook	D.1.a	Update and improve member handbook to reflect current operations and be internally consistent. Restructure the handbook for ease of use and maintenance. Update how members access the handbook and its updates. Develop accompanying quick reference guide / FAQ.	A	X	COM	X	On September 17, 2020, the Board directed the Communications Committee to review and recommend revisions to the format of the Member Handbook. On December 16, 2021, the Board accepted the committee's recommendation to seek the services of a technical writer, technical editor, or other professional with the necessary skill set to update, standardize, format, and revise the Member Handbook and Board policies for clarity and consistency. Staff is currently preparing a RFP document that will be sent to firms and individuals.	In process
		D.1.b	Review Permit TF recommendations to address fees, process and permit revisions -- and reflect in handbook.	A	X	BLDG	X	On December 2, 2021, the Board directed the Manager to implement the recommendations stated in the Permit Task Force report that require staff involvement, by January 30, 2023.	In process
	D.2 Use technology for improved member access and communication	D.2.a	Make decision on how to employ internet technology (such as Zoom) to increase opportunities for participation in meetings and overall transparency.	A	X	IT TF	X	Ongoing.	In process
		D.2.b	Improve GHI website per recommendations from membership survey. Complete outward-facing website.	A	X	WSTF	X	The Board passed a motion on December 3, 2020, to establish a task force to recommend upgrades of the website. The Board accepted the task force's report on September 16, 2021.	In process
		D.2.c	Implement a proactive social media strategy (planned, regular tweets; use of GHI's Facebook page for official dissemination of information).	B	X	COM	X	On September 19, 2019, the Board authorized the Board President to appoint a member of the communications committee as the editor of GHI's Facebook page.	In process
		D.2.d	Ask Finance committee to produce three articles per year to be printed in the E-News and placed on the website. Proactively publish relevant	B	X	FIN	X		Not started

2-5 Yr. Strategy		#	GHI 2021-2022 (12 Month) Strategic Action Plan	Priority	Board	Cmte	Staff	Comments on status	Status
Goal	Objective		Work Plan: Actions						
			educational articles around the time of fee increases.						
	D.3 Increase member engagement	D.3.a	Conduct a member survey annually that collects input geared to improving GHI. Member Outreach Committee should review the pre-purchase process and provide feedback on whether it conveys the obligation and spirit of the co-op. The annual survey could focus on particular things like the purchase process (post purchase), auto surveys, etc.	B	X	MOC	X	The Member Outreach Committee presented a member survey report to the Board on 9/5/19.	Ongoing
		D.3.b	Create a forum where the Board can hear from members.	B	X			A membership townhall meeting was held on December 5, 2021.	In progress

Committees and Task Forces ¹	
BLD - Buildings Committee	MOC - Member Outreach Committee
COM/MARK - Communications & Marketing Committee	RRTF – Record Retention Task Force
EBYITF – Exterior Buildings and Yard Inspection Task Force	RV and Boat Lot Task Force
FIN - Finance Committee	Solar Contract Task Force
INVC – Investment Committee	SWTF – Storm Water Task Force
IT TF - Information Technology Task Force	Transition Task Force

¹ Not a complete list of committees and task forces.

LGAC - Legislative and Government Affairs Committee	WC - Woodlands Committee
LRPC - Long Range Planning Committee	WSTF – Website Task Force
	ZTF - Zoning Task Force

Priority
<p>On 12-month Action Plan</p> <ul style="list-style-type: none"> A. High priority: must be addressed within the next year B. Medium priority: should be addressed within the next year; could include items of high importance but not high urgency
<p>On separate list of pending actions</p> <ul style="list-style-type: none"> C. Low priority: probably won't get to it within the next year but want it on the list

Committee Task List: Jan - Dec 2021

Item # 6g. Attachment # 6b

Committee	Committee Assignments for the 2021-2022 Board Term	Status	Not Started	Progress	Completed
Architectural Review Committee	Consider siding and window replacement options on 25 larger townhomes, and 2 story single family units	Window specs same as under HIP. Vertical siding selection in progress.			X
	BOD charged the Stormwater Management Subcommittee and the ARC with recommending rules on pavers and other impervious surfaces. The ARC to recommend architectural and aesthetic components.	Waiting on draft from the Stormwater Management Subcommittee.	X		
Bicycle Committee	1 These items were not assigned by the Board.	The Bicycle committee presented a proposal for a bike repair station to be procured and installed at the GHI administration building. The proposal was approved on 18 March 2021		X	
	2	Providing marketing material (bicycle bells) for "Bike to Work Day" in May 2021.			X
Buildings Committee	1 The GDC Board requested the Committee to investigate the feasibility of installing LED lighting fixtures at the Parkway Apartments	This item has been placed on hold by the Committee		X	
	2 Investigate feasibility of heat-pump type water heaters for installation in GHI	The Board adopted the task force's recommendation that heat-pump hot water heaters should be installed in masonry units as long as the Pepco rebates continue.			X
	3 Board assigned staff to hire a consultant to investigate options to develop plans and estimates to replace the stairway, rebuilding to correct the existing problems; plans shall consider removal or retention of the tree	The committee completed its work on this assignment; Board directed staff to hire a consultant to recommend options and estimated costs for rebuilding the stairway with and without the tree.			X
	4 Investigate water quality testing options	This assignment was completed. Results showed no abnormalities in quality of water samples obtained from 8 random sites			X
	5 Investigate various solutions to address discoloration on slate roof tiles	not started	X		
	6 Investigate electrification of a set of GHI garages for future EV and other uses.	After conducting a memeer survey, the Committee recommended that the Board direct staff to implement a pilot program involving the installation of electrical service to four rental garage rows; the Board decided not to take action at the current time.		X	

Committee Task List: Jan - Dec 2021

Item # 6g. Attachment # 6b

	7	Recommend a plan to install electric vehicle charging stations for use by members, in areas of GHI without nearby rental garages	A membership survey is in progress.		X	
	8	Begin planning for replacement of plumbing drain pipe in GHI homes and supply pipe in masonry homes	in progress		X	
	9	Building Improvement Options for Townhomes & Larger Homes - Recommend options by 4/30/21.	On July 15, 2021, the Board accepted a set of standard and optional improvements that the Committee and staff recommended.			X
Communications and Marketing Committee		Review and recommend changes to the format of the GHI Member Handbook. Task was assigned by the Board on September 17, 2020	On December 16, 2021, the Board accepted the committee's recommendation to seek the services of a technical writer, technical editor, or other professional with the necessary skill set to update, standardize, format, and revise the Member Handbook and Board policies for clarity and consistency.			X
Companion Animal Committee		Continue to develop articles relating to companion animals.	Ongoing		X	
Finance	1	Review existing reserve plan		X		
	2	Discuss Member education of coop fees and the cooperative's finances			X	
	3	Quarterly review of financial statements GHI & GDC	Completed review of 3rd Quarter financial statements for GHI and GDC			X
GHI's Website Task Force	1	Request demonstrations from Yardi and third party companies	In progress. Yardi completed a demo on 3/22/21. Establishing dates for other vendors.		X	
	2	Establish wire framework and mission for the ghi.coop website	In progress		X	
Investment	1	Monitor Investments (includes review of most recent cash flow schedule)	Ongoing.		X	
	2	Consider changes to investment policy	Ongoing.		X	
	3	Develop RFP for investment advisory services	RFP completed and sent to attorney for review			X
Legislative and Government Affairs	1	Monitor Federal, State and MD legislative actions that may impact GHI	In progress. Will be monitoring bills that will be considered during the 2022 Maryland General Assembly session		X	
	2	On January 21, the Board directed the LGAC in consultation with the Investment Committee to recommend actions by March 31, 2021 that GHI should pursue to have the law changed to remove the restrictions on GHI investments imposed by the Prudent Person Rule.	LGAC's recommendations were reviewed by the Board on 6/3/21.			X

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Long-Range Planning Committee	1	Study, discuss, and make recommendations on any issues affecting GHI's ability to continue providing affordable, high-quality housing for its members, along with offering any new facilities, services, or benefits the membership may approve.	The Committee prepared an Initial Research and Data Analysis Report which the Board reviewed on August 6, 2020 and deferred for a further review. Due to a lack of resources, the committee has suspended its operations.		X	
Member Outreach	1	New Member Social	Hosted, via Zoom 1/13/2021 & 10/13/2021		X	
	2	Reestablished the Court Communicator Program hosted - Information Sessions for members to join	Hosted on June 2, 2021			X
GHI RV and Boat Lot Task Force		Make further revisions to the Draft Policy re Storage of Recreational Vehicles in the Boat Lot.	The Board adopted the task force's recommendations on December 16, 2021.			X
Permits Task Force	1	Actions that should be implemented to improve GHI's permit process for improvements, alterations, and additions	The Task Force completed its assignments and the Board adopted the task force's recommendations on December 2, 2021.			X
	2	Whether GHI should charge fees for permit reviews and if so, what amounts should be charged.				
	3	Actions that should be implemented to improve members' understanding of the permit process.				
Records Retention Task Force	1	Review records in UDB and Warehouse	In progress		X	
	2	Establish categories and document types of historical documents	In progress		X	
Storm Water Management Subcommittee	1	Review current GHI rules and procedures relating to storm and ground water on our cooperatively-owned lands, and to recommend policy changes/improvements	The newly hired coop stormwater manager is currently trying to get a better understanding of storm water management needs, regulatory requirements and coop leadership's desire to develop policy recommendations in cooperation with the SWMTF.		X	
	2	Focussing on the drainage problem at 33 Court Ridge Road.	The Task Force would like to focus on the drainage problem at 33 Court Ridge Road. A stormwater model has been run based on 6 months of 33 Ct precipitation data collected by a member on the court as a citizen scientist. A proposal for a design solution has been presented and is being considered by GHI Technical Services. Other options are being considered. Once GHI approves of an approach, the task force intention is to write a grant proposal in partnership with the City of Greenbelt and will set up an appointment with the City's Chief Storm Water Management (SWM) person soon.		X	

Committee Task List: Jan - Dec 2021

Item # 6g. Attachment # 6b

	<p>3 I. Increase our understanding of (1) current GHI stormwater issues and (2) future GHI stormwater issues anticipated as a result of increases in extreme precipitation events due to climate change. II. Develop a multi-year plan to address stormwater issues in GHI. III. Develop strategies for implementing improvements/remediation IV. Interact with other committees and task forces within GHI relative to our mission</p>	<p>The newly hired stormwater manager has been familiarizing himself with GHI's maintenance capacity and interactions/capacity of the SWMTF. Items I(1) and I(2) are conceptually understood and will be incorporated into a currently being developed document in support of a DNR grant deliverable (due June 30th) focused on GHI/Greenbelt stormwater issues and resources to support mitigation approaches that will support items 3(II) and 3(III). The GHI stormwater manager has been interacting with and attended the May Woodlands Committee. SW PM will interact with Building Committee on rain barrel regulations.</p>		X	
<p>Transition and Sustainability Task Force</p>	<p>1 Review issues and recommendations presented in the Transition and Sustainability Issues report for purposes of recommending to the Board: a. Which issues require attention in 2021 and the specific next actions that should be taken with any associated staffing or cost implication; and b. Which issues or recommendations are best left to be considered by the Board of Directors and next General Manager.</p>	<p>Work Session held on 6/7/21</p>			X
	<p>2 Hiring of a Transition Consultant to work with and guide the Task Force and Board in designing a transition planning process which appropriately engages the Board, members and staff and prepares GHI for a successful General Manager transition and related changes that advance the mission and sustainability long-term of GHI. This work is different from and preparatory to a search for a new General Manager when the current Manager announces his retirement.</p>	<p>Peggy Sands hired to assist the Task Force</p>			x
	<p>3 Coordinate closely with the Board liaison to the Task Force and the Board in advancing this work incrementally as it occurs, since the issues are interrelated and the resolution of each, influences options for other issues.</p>	<p>in progress</p>		X	

Committee Task List: Jan - Dec 2021

Item # 6g. Attachment # 6b

GHI Outdoor Structures Liability Task Force	Recommend changes in policies and procedures to mitigate GHI's liability associated with certain types of outdoor structures that members may wish to install.	On December 2, 2021, the Board stipulated that legal counsel should review the task force's recommendations and draft rules regarding permitting and monitoring of outdoor structures that are an attractive nuisance. On January 6, 2022, the Board requested the task force to review the draft rules that the attorney formulated and recommend changes that should be made.			
Woodlands	1 Undertake FCMA preserve monitoring activities, and plan for pocket parks around the community.	Ongoing.		X	
	2 Implementation of Caretaker Program	In progress.		X	

Sewer System Repairs Proposed by WSSC

WSSC plans to repair/replace sewer mains and manholes as well as service connections at the addresses listed in the table below. Attachment #5 includes corresponding site drawings that illustrate the work to be done.

According to Darryl Lipscomb, WSSC's Project Manager and Bob Bowling of Wallace Montgomery & Associates, WSSC's Consulting Engineer, the work is projected to start during this summer; around June/July 2017. All work will be done on the serviceside of units. WSSC also plans to meet in advance, with all members who will be affected by the project. WSSC will restore all yards and common areas that are disturbed and GHI staff will coordinate with WSSC's Project Manager to ensure that the restoration work is done to our satisfaction. The Commission is requesting GHI's permission to do the necessary work.

ADDRESS	PIPE BURSTING	EXCAVATION/ REPLACEMENT	NEW MANHOLE	MANHOLE REPAIR	REMARKS	PIPE BURSTING PIT OR ENTRY –LOCATION & APPROX. SIZE
3 Court Ridge Road	X		X		New M/H to be installed on the S/S of 3-D Ridge Road.	3C-D Ridge Rd. 24'-0"x6'-0".
9 Court Ridge Road		X	X	X	A trench will be excavated on the S/S yard of 9G-M in order to remove the old pipe and to install new. <i>One tree to be removed on S/S of 9-M.</i> A new manhole to be installed in the S/S yard at 9-M.	Not required due to excavation method.
25 Court Ridge Road	X		X	X	The main disturbance will be on the City of Greenbelt's property.	25A-B Ridge Rd. 24'-0"x 6'-0"
34-36 Court Ridge Road	X			X	Two trees located on the S/S of 34A Ridge Road are listed for possible removal but were previously removed by GHI. One tree at 36 Court Ridge Rd. is also listed for removal.	36-A Ridge Rd. 33'-0"x6'-0".
36-38 Court Ridge Road	X			X		38 Court Ridge Rd., at corner of parking lot 28'-0"x6'-0".

Item #7a Attachment #7

39A-C Ridge Road		X	X	X	One tree on the S/S of 39-C is listed for removal. A trench will be excavated along 39A, B & C in order to remove the old pipe and install new. A new M/H is to be installed at 39A Ridge Rd.	Not required due to Excavation method.
2A-E Northway	X		X	X	One tree is marked for possible removal on S/S of 2B-C. A new M/H is proposed for 2-B.	2A-B Northway 41'-0"x6'-0"
4 Court Hillside Rd.	X		X		A new M/H is proposed for 4-F.	4F-G Hillside Rd. 30'-0"x6'-0".
6A-J Hillside Road	X		X	X	A new M/H is proposed for 6-J.	6H-J Hillside Rd. 23'-0"x6'-0"
4 Court Southway	X		X	X	A new M/H is proposed for 4-F.	4F-G Southway 26'-0"x6'-0"

Motion: I move that the Board of Directors grant permission to the Washington Suburban Sanitary Commission to undertake sewer system repairs at ten sites in the GHI community, as presented on March 16, 2017.

Moved: James

Seconded: Hess

Carried: 7-0