

# City of Rockville

City Hall  
111 Maryland Ave  
Rockville, MD 20850

Approved: *[Signature]*  
Attest: *[Signature]*  
Approved Meeting No. 03-26  
February 2, 2026



## Meeting Minutes

Monday, January 5, 2026

5:30 PM

Meeting No. 01-26

WebEx

## Mayor and Council

Attendee Name	Title	Status
Monique Ashton	Mayor	Present
Kate Fulton	Councilmember	Present
Barry Jackson	Councilmember	Present
David Myles	Councilmember	Present
Izola Shaw	Councilmember	Present
Marissa Valeri	Councilmember	Present
Adam Van Grack	Councilmember	Present

**1. Convene**

Mayor and Council convened in a Hybrid Open Meeting at 5:34 p.m. on Monday, January 5, 2026, in the Mayor and Council Chambers, City Hall, 111 Maryland Avenue, Rockville, Maryland, and via Webex.

Staff Present: City Manager Jeff Mihelich, City Attorney Robert E. Dawson, City Clerk/Director of Council Operations Sara Taylor-Ferrell, and Executive Assistant to the City Clerk/Director of Council Operations Judy Penny

**2. Pledge of Allegiance**

Mayor Monique Ashton led the Pledge of Allegiance.

**3. Proclamation and Recognition**

**A. Proclamation Declaring January 19, 2026, as Martin Luther King, Jr. Day in Rockville, Maryland**

Councilmember David Myles moved the Proclamation Declaring January 19, 2026, as Martin Luther King, Jr. Day in Rockville, Maryland, and presented to Montgomery County Director of Human Rights James Stowe.

Director Stowe invited the public to attend the following MLK, Jr. Day Events:

- Sunday, January 18, 2026, 4:00 p.m. - Montgomery County Martin Luther King Celebration – Strathmore Music Center, 5301 Tuckerman Lane, North Bethesda, MD 20852
- Monday, January 19, 2026, 7:30 a.m. - Alpha Phi Alpha MLK, Jr. Scholarship Breakfast – Marriott North Bethesda Conference Center - 5701 Marinelli Road, North Bethesda, MD 20852
- Monday, January 19, 2026, 9:30 a.m. - 12:00 p.m. – 2026 MLK Day of Service & Volunteer Fair – Silver Spring Civic Building at Veterans Plaza

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVERS:</b>	David Myles, Councilmember
<b>SECONDER:</b>	Izola Shaw, Councilmember
<b>IN FAVOR:</b>	Mayor Ashton, Councilmember Fulton, Councilmember Jackson, Councilmember Myles, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

**B. Proclamation Declaring July 4, 2026, as the 250th Anniversary of America**

Today's proclamation is the City's kick-off of a year-long celebration of our nation's 250th Anniversary. Throughout 2026, the City will incorporate the 250th Anniversary into City events, including a Town Center flag display, upgrades to Hometown Holidays and Fourth of July events, and event decor and giveaways. America 250 will be incorporated into remarks made by the Mayor and Councilmembers at events. Rockville has created a logo to commemorate America 250 and will create a website that will provide all the details.

Additionally, the City is engaged with Peerless Rockville. They are developing programming for America 250, and we will continue to work with them as they develop the details. The City of Rockville looks forward to celebrating this important milestone for our nation with the Rockville community.

Councilmember Izola Shaw moved the Proclamation Declaring July 4, 2026, as the 250th Anniversary of America, and presented to Peerless Rockville Executive Director Nancy Pickard and Board of Directors President Debra Liverpool.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVERS:</b>	Izola Shaw, Councilmember
<b>SECONDER:</b>	Kate Fulton, Councilmember
<b>IN FAVOR:</b>	Mayor Ashton, Councilmember Fulton, Councilmember Jackson, Councilmember Myles, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

**C. Recognition to the City of Rockville Recreation and Parks as a 2025 National Gold Medal Finalist for Excellence in Park and Recreation Management**

The City of Rockville Department of Recreation and Parks was named a 2025 National Gold Medal finalist in the population category of 30,001 to 75,000. The National Gold Medal Award honors public recreation and parks agencies and state park systems throughout the United States and armed forces recreation programs worldwide that demonstrate excellence in long-range planning, resource management, and innovative approaches to delivering superb recreation and park services with fiscally sound business practices.

Roslyn Johnson, Director of the City of Annapolis Department of Recreation and Parks presented the 2025 National Gold Medal Finalist plaque to the Mayor and Councilmembers, the City Manager, and Recreation and Parks team members Steve Mader, Jessica Corazza, Elizabeth Deal, Terri Hilton, and Andy Lett.

**FURTHER DISCUSSION**

January 5, 2026, Agenda item 3.

[Mayor and Council Meeting January 5, 2026 \(No. 01-26\)](#)

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**THE MAYOR AND COUNCIL WENT INTO A BRIEF RECESS AT 5:49 PM. THE MAYOR AND COUNCIL RECONVENED AT 6:34 PM.**

**4. Agenda Review**

Executive Assistant to the City Clerk/Director of Council Operations Judy Penny reported no changes to the agenda.

**5. City Manager's Report**

City Manager Jeff Mihelich invited the community to attend the F. Scott Fitzgerald Theater on Monday, January 19, 2026, from 8:30 a.m. to Noon to commemorate Dr. Martin Luther King, Jr. Day, featuring panel discussions and other activities.

Councilmember Marissa Valeri urged residents to read the letter sent by the Rockville Department of Public Works, which is performing an inventory of water pipeline testing for lead.

**6. Boards and Commissions Appointments and Reappointments – NONE**

**7. Community Forum**

NAME	TOPIC
<b>In-Person</b> Michelle Whittaker	Rank Choice Voting
<b>In-Person and Written Comments</b> Vince Vuong	Residential Parking Permits for Crabb Avenue

**FURTHER DISCUSSION**

January 5, 2026, Agenda item 7.

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Timestamp 18:51

**8. Special Presentations - NONE**

**9. Consent Agenda**

- A. **Award and Authorize the City Manager to Execute a Rider Agreement with Electric Advantage, Inc., a Maryland corporation, in the amount not-to-exceed \$250,000 for the initial term, with terms, including optional extensions for the same annual not-to-exceed amount, through April 18, 2029, and pricing consistent with Montgomery County Contract #1166626, for time and electrical maintenance, testing, and repair services.**
- B. **Award and Authorize the City Manager to Execute a Rider Agreement with Kiara's Landscaping Inc., a Maryland corporation, in the amount not-to-exceed \$500,000 for the initial term, with terms and pricing consistent with Montgomery County Contract #1175974, for time and material fencing services.**
- C. **Staff recommends the Mayor and Council award and authorize the City Manager to execute an agreement for the purchase of software, support, and professional services with UKG of Lowell, Massachusetts to replace the City's end-of-life employee**

time-keeping software in the amount of \$96,252 per year through July 14, 2029, with the possibility of three additional one-year renewals.

**D. Approval of Minutes**

**December 8, 2025 (Meeting No. 30-25)**

**December 15, 2025 (Meeting No. 31-25)**

Councilmember Izola Shaw moved to approve consent agenda items A, B, C, and D.

	<b>RESULT: APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Izola Shaw, Councilmember
<b>SECONDER:</b>	Barry Jackson, Councilmember
<b>IN FAVOR:</b>	Mayor Ashton, Councilmember Fulton, Councilmember Jackson, Councilmember Myles, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

**10. Public Hearing - NONE**

**11. Action Items**

**A. Adoption of an Ordinance to Amend Chapter 2 (Administration), Article II, Division 2 (Mayor and Council) of the Rockville City Code to, among other things, provide for certain rules and procedures for Mayor and Council meetings.**

City Manager Jeff Mihelich provided the Mayor and Council with an overview of an ordinance to amend Chapter 2 (Administration), Article II, Division 2 (Mayor and Council) of the Rockville City Code to, among other things, provide for certain rules and procedures for Mayor and Council meetings.

Staff recommends that the Mayor and Council introduce the proposed ordinance. If the Mayor and Council wish to proceed with the adoption of the ordinance at this meeting, the ordinance should first be introduced, and then a motion should be made to waive the layover period. If the motion to waive the layover period is approved by an affirmative vote of six or more members of the body, a motion to adopt the ordinance may then proceed.

Questions from the Mayor and Council were addressed by staff.

The amendments to the ordinance have been developed to ensure that Mayor and Council meetings are consistent, efficient, and equal for all participants. The expected outcomes of the amended rules and procedures include: Efficient meetings, equal participation by all members of the body, clear direction to staff, completed meetings before 10 p.m., and enhanced community engagement

A summary of the modified rules and procedures include: requiring the body to only discuss items beyond 10 p.m. when a majority of the body agrees to extend the meeting, require at least 4 members of the body to add an item to a future Mayor and Council meeting agenda, and an affirmative vote of at least 6 members of the body is necessary to adopt any motion under Old and New Business. Questions by the body after staff presentations will be rotated amongst members of the body, with the presiding officer asking questions last,

in accordance with Robert's Rules of Order, Mayor and Council members may ask up to three questions per round of questions. Comments, observations, and opinions regarding agenda items will occur only after the body asks staff questions and will be rotated amongst members of the body, with the presiding officer asking questions last.

## Next Steps

Staff will take the feedback received from the Mayor and Council and bring it back to the Mayor and Council in three months, as a resolution for discussion and vote.

## **FURTHER DISCUSSION**

January 5, 2026, Agenda item 11A.

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Timestamp 28:32

### **12. Worksession**

#### **A. Mayor and Council Budget Priorities Discussion**

Deputy Director of Finance, Kim Francisco, provided the Mayor and Council with an overview of FY2027 Budget Priorities.

Staff recommend that the Mayor and Council use this worksession to reaffirm the key initiatives previously established, identify any areas of emphasis, and provide any additional direction that may be needed

The FY 2027 budget development process was built upon the strategic foundation established by the Mayor and Council through their Guiding Principles, which were adopted in May 2024. These principles emphasize effective and efficient service delivery; stewardship of the environment and infrastructure; public safety; housing; and economic development, and serve as the overarching framework for evaluating all budget proposals.

Early public engagement activities further informed this framework. The City received 65 Propose-a-Project submissions, which largely focus on pedestrian safety, traffic calming, neighborhood connectivity, lighting and visibility improvements, and enhancements to parks, trails, and open spaces. A full listing of the Propose-A-Project submissions was included with the Budget Public Hearing materials from the November 10, 2025, Mayor and Council Meeting. In addition, 192 community members responded to the FY 2027 Community Budget Priorities Survey as of December 5, 2025, and identified several key areas of focus that will continue to evolve while the survey remains open through April 2026.

Staff incorporated 85 Key Initiatives that were reviewed by the Mayor and Council during the September 27, 2025, Retreat into the internal planning framework for the FY 2027 budget. These key initiatives represent a comprehensive set of priorities for the coming years. As part of this worksession, staff requested the Mayor and Council discuss areas of emphasis, sequencing, or strategic alignment as internal efforts to develop the Proposed Budget continue.

Additional public hearings related to the FY 2027 budget will be held in March 2026. In addition to these public hearings, the public can submit written comments directly to the Mayor and Council via the City

Clerk/Director of Council Operations, as well as submit responses via the city’s Community Budget Priorities Survey, available at <https://www.rockvillemd.gov/Budget>.

The FY 2027 budget public record is scheduled to close in April 2026.

There is no fiscal impact associated with this agenda item; however, the FY 2027 Operating Budget and CIP will establish the annual City budget and the programs that the City will fund starting on July 1, 2026.

Next Steps

Date	Action Item
March 9, 2026	Budget Introduction Budget Worksession #1 - Revenues Budget Public Hearing #2
March 23, 2026	Budget Worksession #2 - Operating Expenses and Grants Budget Public Hearing #3
April 13, 2026	Close of the community budget priorities survey and public record M&C Worksession #3 - CIP and Final Balancing
May 4, 2026	Budget Adoption

**FURTHER DISCUSSION**

January 5, 2026, Agenda item 12A.

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Timestamp 2:12:16

**13. Mock Agenda**

There were no changes to the Mock Agenda.

**14. Old / New Business**

The Mayor and Council requested staff, as part of the budget process, explore providing portable audio/visual devices for meeting attendees with visual, audio, and language accessibility needs, and procuring an adjustable podium.

The Mayor and Council requested that staff explore whether parking meters are being used by business owners and customers on Stonestreet Avenue, or if other streets in the community are being used for parking.

**15. Adjournment**

There being no further business, the meeting adjourned at 9:16 p.m.

**RESULT: APPROVED [UNANIMOUS]**

**MOVER:** Adam Van Grack, Councilmember

**SECONDER:** Kate Fulton, Councilmember

**IN FAVOR:** Mayor Ashton, Councilmember Fulton, Councilmember Jackson, Councilmember Myles, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack