

# City of Rockville

City Hall  
111 Maryland Ave  
Rockville, MD 20850

Approved: *[Signature]*  
Attest: *[Signature]*  
Approved Meeting No. 18-25  
July 14, 2025



## Meeting Minutes

**Monday, June 16, 2025**

**6:30 PM**

**Meeting No. 17-25**

**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 6:36 p.m. on Monday, June 16, 2025, 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, and City Clerk/Director of Council Operations Sara Taylor-Ferrell.

**2. Pledge of Allegiance**

Mayor Ashton led the Pledge of Allegiance.

**3. Proclamation and Recognition – NONE**

**4. Agenda Review**

City Clerk/Director of Council Operations Sara Taylor-Ferrell reported comments were added to the Election Reform Worksession item, and a revised mock agenda was created for July 14.

**5. City Manager's Report**

City Manager Jeff Mihelich reported that staff are very busy with several ordinance updates, several community events, and improvements to City parks and recreation facilities.

**6. Boards and Commissions Appointments and Reappointments**

**A. Board and Commission Appointment and Reappointment**

Councilmember Marissa Valeri moved the reappointment of May “Liz” Ortuzar to serve a full three-year term until July 1, 2028, to the Cultural Arts Commission.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Marissa Valeri, 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

Councilmember Izola Shaw moved the reappointment of Barry Stadd to serve a full three-year term until July 1, 2028, to the Landlord-Tenant Affairs Commission.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Izola Shaw, Councilmember  
**SECONDER:** Adam Van Grack, Councilmember  
**IN FAVOR:** Mayor Ashton, Councilmember Fulton, Councilmember Jackson, Councilmember Myles, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

**7. Community Forum**

NAME	TOPIC
Rosie Clemans-Cope	Rent Stabilization
Lelia McCarthy Youth Commission	Vote 16
Arianna Raney	Vote16MoCo
Yann Portier	Vote16MoCo
Roshan Deodhar	Vote16MoCo
Jamie N.	Rent Stabilization
Bradley Oremland	Rent Stabilization
Fred Evans	Rent Stabilization
Grant Sams	Rent Stabilization
Ezra Pine	Rent Stabilization
Eryn Adams- board member, Huntington at King Farm	Rent Stabilization
Chris Madden	Rent Stabilization
Issac Berry – Parkside Landing	Rent Stabilization
Katie Madore	Rent Stabilization
Travis Kinder	Rent Stabilization
Allison Bohac	Rent Stabilization

NAME	TOPIC
Mike Hetwood	Rent Stabilization
Amina Amed	Vote 16
Sameer Marhnot	Rent Stabilization
Wendy Murphy	Rent Stabilization
Lauren Cave	
Sondra Marlate	Rent Stabilization
Austin Young	Rent Stabilization
Michelle Whitaker	RCV/Elections
Zoey Pallock	Supports Rent Stabilization
Mansfield	Supports Rent Stabilization
Tyler McClennan	Supports Rent Stabilization
Lilly Adams	Rent!
Halley Shadowing	Rent
John Gapboy - Military	Rent Stabilization
Emily Ettinger	Rent
Rashida Belogi	Rent Stabilization
Lisa Feinberg - Jews United for Justice	Rent Stabilization
Tyree Davis IV	Rent Stabilization
Jack Goodman – Commissioner, Human Rights Commission	Rent Stabilization
Marshal Friedman	Voting age restriction

**THE MAYOR AND COUNCIL WENT INTO A BRIEF RECESS AT 8:15 PM. THE MAYOR AND COUNCIL RECONVENED AT 8:44 P.M.**

Councilmember Kate Fulton moved to remove Agenda Item 12 B. from the June 16, 2025, agenda.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Kate Fulton, 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

**8. Special Presentations**

**A. Special Presentation - Preservation of Affordable Housing in Rockville**

Housing Program Manager Jane Lyons-Raeder introduced University of Maryland graduate researcher Thomas Garda, who provided the Mayor and Council with a presentation on affordable housing preservation in Rockville, Maryland.

Staff recommends that the Mayor and Council receive the presentation on affordable housing preservation in Rockville and receive a presentation from the Department of Housing and Community Development on implementation of these recommendations and others to further the goal of affordable housing preservation.

Summary:

When discussing affordable housing preservation, the report includes both naturally occurring affordable housing (NOAH) and subsidized affordable housing. NOAH is defined as housing that has relatively low rents compared to the regional housing market, but is not income-restricted, deed-restricted, or receiving a subsidy. NOAH is often older and may be ripe for redevelopment if not preserved through intervention strategies.

Preservation Strengths:

Rockville has its own affordable housing fund, the Housing Opportunities Fund (HOF). Projects within the city are eligible to apply for funds from Montgomery County's Housing Initiative Fund and the Nonprofit Preservation Fund. The funding for affordable housing preservation can equip developers with much-needed capital to carry out projects to rehabilitate and preserve affordable housing. Montgomery County's recently amended Right of First Refusal policy allows the City of Rockville to directly exercise this right rather than having to go through the county, which gives the City more leverage to preserve affordable housing.

### Preservation Weaknesses:

While financing is a strength, especially when compared with peer jurisdictions, the city and county still lack adequate funding for the level of rehabilitation and preservation needed. Existing funding is also often not dedicated specifically to the purposes of rehabilitation and preservation. For example, Maryland's Qualified Allocation Plan for Low-Income Housing Tax Credits (LIHTC), the largest source of affordable housing funding, does not have any incentives or set-asides specifically for preservation.

Another significant weakness is the lack of adequate data collection. Best practices have underscored the importance of adequate property-level data collection to identify properties in need of preservation. City of Rockville and Montgomery County have separately conducted analyses, and stakeholders highlighted the lack of a centralized database to make the process smoother.

### Recommendations:

- Creation of a Subsidized Housing Preservation Database and Market Assessment
- Revive the Rehabilitation Loan Program with Montgomery County
- Build Upon County Affordable Housing Preservation Networks

### Mayor and Council History:

Housing is one of the Mayor and Council's five focus areas. In June 2024, a high-level briefing was presented outlining the city's housing crisis and policy landscape. Later in 2024, there were three work sessions on the city's housing strategies, during which staff recommended the following in support of affordable housing preservation:

1. Developing an affordable housing preservation plan, informed by graduate student research and a housing needs assessment.
2. Offer payments-in-lieu-of-taxes.
3. Establish stable, dedicated sources of funding for the Housing Opportunities Fund (HOF).
4. Develop a HOF deployment strategy.
5. Explore ways to bring down construction costs.

### Next Steps:

Staff will take the findings and recommendations of the graduate researcher and the report from the upcoming housing needs assessment to create a detailed affordable housing preservation plan.

### **FURTHER DISCUSSION**

June 16, 2025, Agenda item 8A.

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**9. Consent Agenda**

- A.** Award and authorize the City Manager to execute a Rider Agreement for the purchase of comprehensive technical support services with DSI (DISYS Solutions Inc.) of Ashburn, VA to renew the City’s expiring support agreement for a wide range of support services, including hardware replacement, software updates, technical assistance, and proactive diagnostics, required to maintain functionality of the City’s productional network, security and telecommunications infrastructure in an amount not to exceed \$1,190,015.26.
- B.** Approval of the City of Rockville Standard Form FY 2026 Community Services and Enrichment Grant Agreement, and Authorization for the City Manager to Execute Thirty-Four FY 2026 Community Services and Enrichment Grant Agreements in order to disburse a total of \$1,531,110 in city grant funds to selected nonprofit organizations.
- C.** Approval and Authorization of the City Manager to execute the First Amendment to the REDI Funding Agreement for Fiscal Years 2025-2027.
- D.** Authorize the City Manager to enter into a Memorandum of Agreement with Montgomery County for the provision of a Mental Health Specialist for the Rockville City Police Department.

Agenda item D was pulled for discussion.

Councilmember Adam Van Grack moved to approve consent agenda item A, B and C.

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

Councilmember Marissa Valeri moved to approve consent agenda item D.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Marissa Valeri, 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

### A. Public Hearing on the Proposed Amendments to Modify Economic Development Revenue Bonds Previously Issued for the Benefit of The Village at Rockville, Inc.

Director of Finance Stacey Webster, provided an overview of the proposed amendments to modify Economic Development Revenue Bonds previously issued for the benefit of The Village at Rockville, Inc.

Staff recommends that the Mayor and Council hold a public hearing on the proposed modifications to the Economic Development Revenue Bonds (Series 2012A and Series 2012B) for The Village at Rockville, Inc.

#### Summary:

The Maryland Economic Development Revenue Bond Act authorizes this type of transaction. Economic development revenue bonds are tax-exempt bonds issued by a government entity to finance private-sector projects that are expected to promote public benefits, such as job creation, revitalization, or increased tax revenue. Economic development revenue bonds are not general obligations of the City. Instead, they are secured solely by revenues generated by the project being financed. The City neither backs the bonds with its credit nor pledges any public funds. The City simply acts as a conduit to facilitate financing for projects that benefit the community.

The borrower, The Village at Rockville, Inc. has requested that the City enter into modifications to the original bond documents to adjust the principal payment and optional redemption dates and make other administrative modifications. If approved, the modifications will extend the maturity date by three years from 2042 to 2045. Pursuant to Section 147(f) of the Internal Revenue Code of 1986, as amended, the city is required to hold a public hearing for the purpose of apprising the residents of Rockville of the proposed modifications.

#### Mayor and Council History:

The Mayor and Council approved economic development revenue bonds for the National Lutheran Home & Village at Rockville Project via a resolution on December 12, 2011. These bonds provided funding for improvements to the senior living facility located at 9701 Viers Drive, Rockville, MD 20850.

These economic development revenue bonds were modified under a first amendment in January 2021 following a public hearing via an executive order, which was signed by Mayor Newton. The proposed amendments to modify the bonds would constitute the second amendment to the economic development revenue bonds (Series 2012A and Series 2012B).

Next Steps:

Following the approval of the resolution to authorize the amendments to the economic development revenue bonds (Series 2012A and Series 2012B), bond counsel will work with the borrower to execute the amendment documents.

The Public Hearing opened at 9:10 pm.

There being no speakers testifying, the Public Record closed at 9:10 pm.

The complete testimony of this evening’s speakers can be found in the official Public Hearing record in the City Clerk/Director of Council Operations' Offices.

**FURTHER DISCUSSION**

June 16, 2025, Agenda item 10A.

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**11. Action Items**

- A.** Adoption of Resolution Authorizing Amendments to Modify Economic Development Revenue Bonds Previously Issued for the Benefit of The Village at Rockville, Inc.

Director of Finance Stacey Webster, referenced the overview provided to Mayor and Council during the Public Hearing of the proposed amendments to modify Economic Development Revenue Bonds previously issued for the benefit of The Village at Rockville, Inc.

Councilmember Kate Fulton moved to adopt the resolution authorizing amendments to modify Economic Development Revenue Bonds previously issued for the benefit of The Village at Rockville, Inc.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Kate Fulton, 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. Consider adopting an Ordinance amending certain sections of Chapter 15 (Personnel) of the City Code

City Manager Jeff Mihelich provided the ordinance amending certain sections of Chapter 15 (Personnel) of the City Code.

Staff recommends that the Mayor and Council consider and adopt the Ordinance amending Chapter 15 (Personnel) of the City Code.

To adopt the ordinance at the same 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 Mayor and Council, a motion to adopt Councilmember Adam Van Grack introduced the ordinance to amend Chapter 15 (Personnel) of Rockville City Code, as amended to Section 15-42C as described by the City Attorney, and 15-3B 10 as described by the Mayor.

Councilmember Kate Fulton moved to waive the layover period.

<b>MOVER:</b>	<b>RESULT: APPROVED [5-2]</b> Kate Fulton, Councilmember
<b>SECONDER:</b>	Izola Shaw, Councilmember
<b>IN FAVOR:</b>	Councilmember Fulton, Councilmember Jackson, Councilmember Myles, Councilmember Valeri, Councilmember Van Grack
<b>OPPOSED:</b>	Mayor Ashton, Councilmember Shaw

City Manager Jeff Mihelich will bring this agenda item back after the Layover period for discussion and possible adoption.

## 12. Worksession

- A. Chapter 18 - Rental Facilities and Landlord-Tenant Relations - Rewrite: Transparency (Data Collection, Reporting, and Posting Requirements)

Housing Programs Manager Jane Lyons Raeder provided an overview of Chapter 18 – Rental Facilities and Landlord-Tenant Relations – Rewrite: Transparency (Data Collection, Reporting, and Posting Requirements).

Staff recommend that the Mayor and Council receive the presentation, discuss, and provide direction on strategies to improve transparency in the city’s rental market. The feedback received from the Mayor and Council will guide staff’s research and be incorporated into recommendations for the comprehensive update to City Code Chapter 18 (Rental Facilities and Landlord-Tenant Relations).

The following feedback is requested from the Mayor and Council to guide next steps:

1. Does the staff's definition of transparency accurately reflect how the Mayor and Council were thinking about transparency in the context of the Chapter 18 update?
2. Do you agree with the staff's preliminary recommendations for data collection and reporting requirements?
3. How should the rent increase information be displayed?

Summary:

Staff is currently in the research and engagement phase for a comprehensive update to City Code Chapter 18 (Rental Facilities and Landlord-Tenant Relations). In previous discussions, the Mayor and Council have noted their interest in measures to improve transparency for current and prospective renters, which also relates to the city's data collection and reporting requirements for landlords. Through this work session, staff hope to gain a clearer understanding of what rental transparency strategies the body is interested in pursuing in order to best guide the Chapter 18 update process. The preliminary recommendations included in this report will be further developed in future work sessions.

Rental transparency, including data collection and reporting, is only one of many components to Chapter 18. This chapter also covers landlord and tenant rights and responsibilities, the Landlord-Tenant Affairs Commission, inspections, lease and notification requirements, rental licensing, minimum facilities requirements, and more. Staff will ultimately review the entire chapter and provide recommendations in accordance with the following goals:

- Provide clarity on existing code elements.
- Consider alignment with surrounding jurisdictions' codes.
- Improve housing stability and opportunities for tenant agency.
- Require greater transparency for tenants.
- Ensure alignment with state of Maryland law.
- Review local and national best practices.
- Better connect data collection and city goals.

The implementation and enforcement of Chapter 18 is primarily shared responsibility between the Community Enhancement and Code Enforcement Division of the Department of Community Planning and Development Services (CPDS), which handles code enforcement and rental licensing, and the Housing Programs Division of the Department of Housing and Community Development (DHCD), which handles landlord-tenant affairs.

Below is a list of the data that is currently collected through the annual rental licensing process:

- Location of the rental facility
- Type of structure
- Year structure was built
- Distribution of units by standard bedroom sizes
- Rent range charged by bedroom sizes

- Utilities included in rent
- Amenities
- Standard multi-family leases and individual leases for single-family

Preliminary Recommended Changes:

- Lease Collection
- Applicability
- Notice of Requirements of Rent Increases
- Mandatory Reporting Requirements
- Reporting Frequency
- Record Holding Requirement
- Fines

Lease Requirements:

Staff recommend considering requirements for certain information to be provided on leases or at the time of lease signing, such as:

- A simplified renter's bill of rights, with language to be provided by the city
- The property's average and/or unit's last three rent increases
- Recent code violations
- Average utility costs, if not included in rent
- Schedule of fees not included in rent
- Information about Rockville and State Office of Landlord-Tenant Affairs

Mayor and Council History:

Housing is one of the Mayor and Council's five focus areas. In June 2024, a high-level briefing was presented outlining the city's housing crisis and policy landscape. Updating City Code Chapter 18 (Rental Facilities and Landlord-Tenant Relations) was approved by the Mayor and Council as one of the strategies to pursue and there was broad discussion related to rental transparency initiatives.

Next Steps:

The feedback received from the Mayor and Council will be incorporated into staff's final recommendations for the comprehensive update to City Code Chapter 18 (Rental Facilities and Landlord-Tenant Relations). Staff intend to initiate work sessions on Chapter 18 in Fall 2025.

**FURTHER DISCUSSION**

June 16, 2025, Agenda item 12A.

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**B. Work Session on City Election Reform #2**

Mayor and Council voted earlier to remove this agenda Items from the June 16, 20205 agenda and added it to an upcoming agenda.

**1. Mock Agenda**

**A. Mock Agenda**

There were no changes to the Mock Agenda.

**2. Old / New Business**

Councilmembers Myles and Shaw initiated a rent stabilization conversation to introduce a framework to collaborate and have discussions with the community on controlled rental increases. Mayor and Council requested that the City Manager add a worksession to the calendar to discuss rent stabilization shortly. City Manager Mihelich requested to have a conversation with Councilmembers Myles and Shaw to understand what type of worksession to schedule and will send the results of the conversation to the full Council.

The Mayor and Council requested guidance on making a motion to reconsider a previous motion.

City Attorney Robert Dawson provided a review of the motion from the July 8, 2024, Mayor and Council meeting and an overview of Robert's Rules of Order regarding reconsideration of a previous motion and proposed next steps.

The motion from the July 8, 2024, Mayor and Council Meeting as reference is below:

Councilmember Adam Van Grack moved to direct staff to prepare for a discussion for Mayor and Council's next Affordable Housing Work Session for new renter protections in Rockville, including actions to better address improper rental conditions, enforce code violations, and initiatives to address housing affordability and transparency, including, but no limited to disclosures on fees, past rental increases, and programs to incentivize adherence to voluntary guidelines, but without mandatory hard caps on rental renewal rates.

	<b>RESULT: APPROVED [5-2]</b>
<b>MOVER:</b>	Adam Van Grack, Councilmember
<b>SECONDER:</b>	Kate Fulton, Councilmember
<b>IN FAVOR:</b>	Mayor Ashton, Councilmember Fulton, Councilmember Jackson, Councilmember Valeri, Councilmember Van Grack
<b>OPPOSED:</b>	Councilmember Myles, Councilmember Shaw

Mayor and Council requested that the Superintendent of Montgomery County Public Schools and the MCPS School Board be invited to a future meeting to discuss related Rockville boundary studies, vacant properties, the Twinbrook Feasibility Study and other Rockville priorities.

**3. Adjournment**

There being no further business, the meeting adjourned at 11:01 p.m.

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