

# City of Rockville

City Hall  
111 Maryland Ave  
Rockville, MD 20850

Approved:   
Attest:   
Approved Meeting No. 18-25  
July 14, 2025



## Meeting Minutes

Monday, June 2, 2025

5:30 PM

Meeting No.15-25

WebEx

## Mayor and Council

Attendee Name	Title	Status
Monique Ashton	Mayor	Present
Kate Fulton	Councilmember	Absent
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 5:33 p.m. on Monday, June 2, 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**

**A. Environmental Excellence Awards**

The Environment Commission Chair Will McClain and Commissioner Jen Hawse presented the following two awards:

- 1)** Dawn Samen received the Carl Henn Environmental Excellence Award for Outstanding Individual Environmental Stewardship for Litter Removal and Beautifying Twinbrook Neighborhood Parks.

Dawn Samen has been picking up litter in the Twinbrook neighborhood for 18 years. Every day, she walks down the path that goes behind the Twinbrook Community Recreation Center to Rock Crest Park, picking up trash. She recycles everything that she can and throws the rest away. The only days she doesn't go out are when it is raining or snowing.

- 2)** Ingleside at King Farm received the Environmental Excellence Award for Outstanding Leadership in Environmental Practices for their compost program.

Ingleside at King Farm (IKF) is a senior living community that embraces environmentally friendly practices. With encouragement from the volunteer Green Team, the dining department decided to participate in a pilot composting program developed by Montgomery County Department of Environmental Protection for the collection of food scraps from dining facilities. Maryland had previously enacted legislation requiring all institutions or non-restaurant food establishments that produce more than 1,000 pounds of food scraps per week to participate in food scrap collections. Once that dining facility's program was up and running, the General Manager of Dining Services, Teddy Demessie, decided to extend the program to others residing in the Ingleside community. He invited residents to join the program by collecting food scraps in their private apartments and bringing them to a collection site.

**B. Proclamation Declaring June 6-8, 2025, as National Gun Violence Awareness Day, Weekend and Month in Rockville, Maryland**

Councilmember Barry Jackson moved the Proclamation Declaring June 6-8, 2025, as National Gun Violence Awareness Day, Weekend and Month in Rockville, Maryland.

<b>MOVER:</b>	<b>RESULT: APPROVED [6-0]</b> Barry Jackson, Councilmember
<b>SECONDER:</b>	Marissa Valeri, Councilmember
<b>IN FAVOR:</b>	Mayor Ashton, Councilmember Jackson, Councilmember Myles, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

**B. Proclamation Declaring June 9-15, 2025, as Men’s Health Week in Rockville, Maryland**

Councilmember Adam Van Grack moved the Proclamation Declaring June 9-15, 2025, as Men’s Health Week in Rockville, Maryland, and Mayor Ashton acknowledged the Rockville Police Department for their Gun Buy Back Program.

<b>MOVER:</b>	<b>RESULT: APPROVED [6-0]</b> Adam Van Grack, Councilmember
<b>SECONDER:</b>	Marissa Valeri, Councilmember
<b>IN FAVOR:</b>	Mayor Ashton, Councilmember Jackson, Councilmember Myles, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

**C. Proclamation Declaring June 14, 2025, as Flag Day in Rockville, Maryland**

Councilmember Marissa Valeri moved the Proclamation Declaring June 14, 2025, as Flag Day, and the 250<sup>th</sup> Anniversary of the US Army in Rockville, Maryland.

<b>MOVER:</b>	<b>RESULT: APPROVED [6-0]</b> Marissa Valeri, Councilmember
<b>SECONDER:</b>	Izola Shaw, Councilmember
<b>IN FAVOR:</b>	Mayor Ashton, Councilmember Jackson, Councilmember Myles, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

**E. Proclamation Declaring June 19, 2025, as Juneteenth in Rockville, Maryland**

Councilmember Izola Shaw moved the Proclamation Declaring June 19, 2025, as Juneteenth in Rockville, Maryland.

<b>MOVER:</b>	<b>RESULT: APPROVED [6-0]</b> Izola Shaw, Councilmember
<b>SECONDER:</b>	Barry Jackson, Councilmember
<b>IN FAVOR:</b>	Mayor Ashton, Councilmember Jackson, Councilmember Myles, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

**F. Proclamation Declaring June 20, 2025, as World Refugee Day Rockville, Maryland**

Councilmember Izola Shaw moved the Proclamation Declaring June 20, 2025, as World Refugee Day in Rockville, Maryland.

	<b>RESULT: APPROVED [6-0]</b>
<b>MOVER:</b>	Izola Shaw, Councilmember
<b>SECONDER:</b>	Adam Van Grack, Councilmember
<b>IN FAVOR:</b>	Mayor Ashton, Councilmember Jackson, Councilmember Myles, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

**G. Proclamation Declaring June 2025, as Caribbean-American Heritage Month**

Councilmember David Myles moved the Proclamation Declaring June 2025, as Caribbean-American Heritage Month in Rockville, Maryland.

	<b>RESULT: APPROVED [6-0]</b>
<b>MOVER:</b>	David Myles, Councilmember
<b>SECONDER:</b>	Izola Shaw, Councilmember
<b>IN FAVOR:</b>	Mayor Ashton, Councilmember Jackson, Councilmember Myles, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

**H. Proclamation Declaring June 2025, as LGBTQ+ Pride Month in Rockville, Maryland**

Mayor Monique Ashton read, and Councilmember Marissa Valeri moved the Proclamation Declaring June 2025, as LGBTQ+ Pride Month in Rockville, Maryland.

	<b>RESULT: APPROVED [6-0]</b>
<b>MOVER:</b>	Marissa Valeri, Councilmember
<b>SECONDER:</b>	Barry Jackson, Councilmember
<b>IN FAVOR:</b>	Mayor Ashton, Councilmember Jackson, Councilmember Myles, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

Mayor Monique Ashton announced that Beall elementary School is celebrating its 70<sup>th</sup> Anniversary in June 2025.

**THE MAYOR AND COUNCIL WENT INTO A BRIEF RECESS AT 6:10 PM. THE MAYOR AND COUNCIL RECONVENED AT 6:34 P.M.**

**4. Agenda Review**

City Clerk/Director of Council Operations Sara Taylor-Ferrell reported there were no changes to the agenda. Agenda Item 11B. Consider Actions Related to Reorganization and Revisions to Chapter 15 -

Personnel of City Code was moved to the June 9, 2025, meeting.

**5. City Manager's Report**

City Manager Jeff Mihelich reported that the Public Works Equipment Show has been rescheduled to June 14. City Manager Mihelich commented on the hard work done by: Rockville Departments of Public Works, Rockville City Police, Justice, Equity, Diversity, and Inclusion, Recreation and Parks, Home Town Holiday Memorial Day Parade, Rockville Volunteer Fire Department Open House, and Rockville Kiwanis Club 75<sup>th</sup> Anniversary events.

Mayor and Council commented on the Jewish attacks in Colorado and the Capital Jewish Museum of Washington, and the Rockville City Police Department is ensuring additional protections for residents are in place. Reminded the public of the Election Reform Engagement Sessions scheduled on June 5 and June 7, the Senior Housing Expo on June 6, and the upcoming Juneteenth events on June 21.

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

**7. Community Forum**

NAME	TOPIC
Gwen Riffle	Read a speech for Independence Day
Ricky Mui and Deborah Moore	Human Services Advisory Committee, thank you for strong support of Caregiver Grant Funding

**8. Special Presentations - NONE**

**9. Consent Agenda**

- A.** Approve and Authorize the City Manager to Execute the Fiscal Year 2026 Agreements that extend Resident Community Performing Arts Organization status to Rockville Little Theatre, Rockville Musical Theatre, and Victorian Lyric Opera Company to enable these community organizations to provide performances at the F. Scott Fitzgerald Theatre & Social Hall.
- B.** Approval of Minutes - May 5, 2025 (Meeting No. 12-25)

Mayor and Council discussed allowing local musical theater and opera groups, and other community organizations to utilize the F. Scott Fitzgerald Theatre and Social Hall.

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

<b>MOVER:</b>	<b>RESULT: APPROVED [6-0]</b> Izola Shaw, Councilmember
<b>SECONDER:</b>	Adam Van Grack, Councilmember
<b>IN FAVOR:</b>	Mayor Ashton, Councilmember Jackson, Councilmember Myles, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

**10. Public Hearing - NONE**

**11. Action Items**

- A.** Introduction and Possible Adoption of an Ordinance to amend Ordinance No. 04-25 to appropriate funds and levy taxes for FY 2025 (Budget Amendment #4)

Senior Management and Budget Analyst, Mary Sue Martin provided a brief overview of the ordinance to amend Ordinance No. 04-25 to appropriate funds and levy taxes for FY 2025 (Budget Amendment #4).

Staff recommends since the budget ordinance is adopted at the fund level, a change in the appropriated amount of any fund requires action by the Mayor and Council.

Summary:

***Operating Budget***

- Leases and SBITA adjustments - General Fund, \$8 million offsetting revenue and expenditure increase; Special Activities Fund, \$70,000 offsetting revenue and expenditure increase.
- Swim and Fitness Center program fees and temp wages - General Fund, \$127,000 revenue increase; \$47,000 expenditure increase.
- General Fund transfer to the Special Activities fund for REAP/Bethany House - \$80,000 expenditure increase; Special Activities Fund \$80,000 revenue and expenditure increase.
- Overfill authorization for 2 Police Officer positions - No change in appropriations. The City has struggled in recent years to attract and retain qualified applicants for sworn positions. Acknowledging that the training process is long and not all new hires complete the full academy and field training, this amendment provides authorization for up to two Police Officer hires over the authorized level to increase the department's likelihood of reaching full staffing levels.
- Facility rental fees - Special Activities Fund, \$10,000 expenditure increase.

- Arbitrage liability payments - Water, Sewer, and Stormwater Management Funds, \$548,400 total expense increase.
- Blue Plains reconciliation payment - Sewer Fund, \$163,600 expense increase.
- Depreciation adjustment - Sewer Fund, \$198,900 expense increase.

### Capital Improvements Program (CIP) Budget

Water Treatment Plant Safety Improvements - UB19, Water Fund, \$210,000 expense increase: Additional funding is needed to accommodate updated construction support requirements and construction contingency.

### Mayor and Council History

This is the fourth budget amendment for FY 2025. The FY 2025 budget was adopted by the Mayor and Council on May 6, 2024, and has been amended three times since: on August 5, 2024, October 28, 2024, and February 24, 2025.

Councilmember Adam Van Grack introduced ordinance to amend Ordinance No. 04-25 to appropriate funds and levy taxes for FY 2025 (Budget Amendment #4).

Councilmember Barry Jackson moved to waive the layover period.

	<b>RESULT: APPROVED [6-0]</b>
<b>MOVER:</b>	Barry Jackson, Councilmember
<b>SECONDER:</b>	Marissa Valeri, Councilmember
<b>IN FAVOR:</b>	Mayor Ashton, Councilmember Jackson, Councilmember Myles, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

Councilmember Marissa Valeri moved adopt the ordinance to amend Ordinance No. 04-25 to appropriate funds and levy taxes for FY 2025 (Budget Amendment #4).

	<b>RESULT: APPROVED [6-0]</b>
<b>MOVER:</b>	Marissa Valeri, Councilmember
<b>SECONDER:</b>	Izola Shaw, Councilmember
<b>IN FAVOR:</b>	Mayor Ashton, Councilmember Jackson, Councilmember Myles, Councilmember Shaw, Councilmember Valeri, Councilmember Van Grack

### FURTHER DISCUSSION

June 02, 2025, Agenda item 11A.

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## 12. Worksession

### A. Work Session - Green Building Regulations

Building Plans Examiner Supervisor Chris Dempwolf provided a brief overview of the Green Building Regulations.

Staff recommends the Mayor and Council hold a work session to review, discuss, and provide direction on amendments to Chapter 5, Article XIV of the City Code, Entitled "Green Building Regulations." The proposed amendments will update the Green Building Regulations in the City of Rockville by adopting and amending current versions of the model codes published by the International Code Council (ICC).

Summary:

During the 2024 updates to Chapter 5 of the Rockville City Code, staff recommended evaluating Article XIV – Green Building Regulations separate from the amendments to the other 13 articles, to provide thoughtful and meaningful updates. The City's Climate Action Plan calls for progressively strengthened Green Building codes in Action Item C-03. The 2024 updates to Chapter 5 included several amendments to the City's *Energy Conservation Code* which are substantially more progressive than the base text of the International Green Building Code (IgCC) and the National Green Building Standard (NGBS) and will continue to make Rockville a regional leader in this area.

The current thresholds for applicability of the Green Building Regulations are:

- All new buildings (Non-Residential and Residential)
- Additions of 7,500 gross square feet or more to existing nonresidential and multi-family residential buildings
- Alterations of more than 50% of the gross square footage of a non-residential or multi-unit residential building if the altered area is 7,500 gross square feet or larger
- Alterations to existing one and two family dwellings and additions meeting the criteria for "new construction" or "substantial reconstruction", as defined in the City's One- and Two-Family Dwelling Code

Staff also recommends retaining the thresholds as currently established, relocating the scoping language to the Technical Standards portion of the Article, deleting the definitions from the Article, and requiring third-party certifications for all applicable projects.

Next Steps:

Staff will complete draft language for the amendments and release this draft to the public for a review and comment period.

## FURTHER DISCUSSION

June 02, 2025, Agenda item 12A.

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### B. Exploring Child Care Solutions to Meet Community Needs

Three City departments (Community Planning and Development Services, Housing and Community Development, and Recreation and Parks) collaborated to present the topic exploring child care solutions to meet community needs. Community Services Manager, Elssa Kenfack, Superintendent of Recreation, Andy Lett, and Chief of Zoning, Jim Wasilak, provided a comprehensive summary of proposed child care solutions that may benefit the Rockville community.

Summary:

Challenges in childcare access:

- Only 17% of infants and toddlers are currently served by existing child care capacity
- Sustainability concerns among high-quality child care providers
- Pay disparities between community-based child care educators and public-school staff

Child Care Landscape in Montgomery County, Maryland:

Montgomery County's March 2024 *Child Care Cost of Quality Study* identified several regional

Child Care and Youth Programs in the City of Rockville

Recreation and Parks (Rec and Parks) Programs:

The department operates a range of child care and youth programs for children under 13 and school-aged teens up to age 15, including:

- **Licensed Child Care Programs** - such as Montrose Discovery Preschool and Twinbrook After School Club, which meet State of Maryland standards for health, safety, and child development.
- **Weekday Out-of-School Programs** - are offered before and after school and during MCPS non-instructional days.
- **Self-Regulated Summer Day Camps** - served over 4,800 participants across 194 camps at 26 locations in 2024.

Housing and Community Development (HCD) Programs:

The department supports youth and families through targeted enrichment and financial assistance programs:

- Youth Mentoring and Development Programs focus on children from households experiencing higher poverty rates or who qualify for MCPS' Free and Reduced-Price Meals (FARMS) program. These programs provide holistic care, enrichment, and socioemotional support, and partner

- with schools and nonprofit providers.
- Community Services and Enrichment Grants (FY26: \$1.5 million across 39 programs) fund various services for youth, seniors, and families. Future grant cycles (FY27) are proposed to prioritize childcare access and support, including criteria to increase lower-cost or no-cost childcare options for City residents.
- Rockville Emergency Assistance Program (REAP): This program has a new childcare component effective FY26. Families facing eviction, utility shutoff, or other emergency needs may request up to \$2,000 in childcare assistance as part of REAP's support portfolio. This ensures that a lack of access to care does not further burden families in crisis.

#### Planning and Regulatory Support for Child Care:

Community Planning and Development Services (CPDS) supports childcare in Rockville by administering zoning, land use regulations, and permitting processes. The department plays a vital role in determining where and how childcare providers can operate within the city. Under current zoning regulations:

- **Family Child Care Homes** - serving up to eight children are permitted by-right in all residential zones. These homes are subject to fire safety inspections but do not require additional zoning approvals.
- **Small Child Care Centers** - serving between nine and twelve children may operate in residential zones only if granted a Special Exception by the City's Board of Appeals.
- **Larger Child Care Centers** - serving more than twelve children are allowed by Special Exception in residential zones and are permitted by-right in nonresidential and mixed-use zones.

#### Recommended Strategies:

As part of this work session, staff have developed a coordinated list of 11 strategies to improve access to child care across the city. These recommendations are aligned with Rockville's strategic goals of supporting families, enabling workforce participation, and improving quality of life. The proposed strategies include:

1. Increase Rockville Youth Recreation Assistance Fund (Rec Fund) scholarship amounts to improve affordability and increase access for families participating in programs and camps.
2. Adjust eligibility requirements for the Rec Fund to reduce barriers for qualifying families by allowing alternative independent financial verification, three months of support for the recently unemployed, and students who attend an MCPS school within City corporate limits are eligible for the fund.
3. Improve communication about existing subsidies and programs using the City's website, Recreation Guide, social media, and interdepartmental outreach.
4. Expand access to out-of-school programs and summer camps by exploring new MCPS bus routes, maximizing enrollment capacities, and incorporating Student Service Learning (SSL) in teen programs.
5. Expand youth mentoring and development programs to serve more students in underserved schools and neighborhoods.

6. Use the Rockville Emergency Assistance Program (REAP) to offer up to \$2,000 for the expense of childcare to qualifying families in crisis starting in FY26.
7. Incorporate child care focus into FY27 Community Services and Enrichment Grants, requiring funded providers to offer low- or no-cost child care for Rockville families and expand capacity through targeted support.
8. Modernize zoning rules for home-based childcare, including raising the maximum number of children allowed by right and enabling Conditional Use approval for mid-sized childcare homes.
9. Streamline zoning requirements for child care centers in residential zones, particularly in places of worship and community-serving facilities.
10. Permit and encourage childcare centers in nonresidential and mixed-use zones by treating them as accessory uses and adjusting parking and site requirements to suit urban contexts better.
11. Activate new State-authorized personal property tax credits under HB 389 / Chapter 122 by adopting enabling ordinances, creating transparent application processes, and communicating directly with eligible providers.

Next Steps:

Based on the outcomes of this work session, staff will confirm the Mayor and Council's direction and goals for enhancing child care opportunities in the city, develop implementation plans, and/or proceed with implementing approved strategies.

**FURTHER DISCUSSION**

June 02, 2025, Agenda item 12B.

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**13. Mock Agenda**

**A. Mock Agenda**

The Chapter 15 Personnel Action Item was moved to the June 9 meeting.

**14. Old / New Business**

Mayor and Council request that staff send a thank you note to the Klarinette Ensemble Pinneberg, and a request for them to play at the 150<sup>th</sup> anniversary event scheduled for September 2025.

Mayor and Council commented that the Building Green Code Worksession was a good example, and the Climate Action Plan and Vision Zero review should come before the Mayor and Council as a Worksession, and not a Special Presentation, so there can be an opportunity for discussion and feedback.

**15. Adjournment**

There being no further business, the meeting adjourned at 9:13 p.m.

**RESULT: APPROVED [6-0]**

**MOVER:** Izola Shaw, Councilmember

**SECONDER:** Marissa Valeri, Councilmember

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