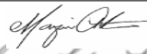
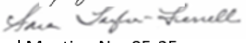


# City of Rockville

City Hall  
111 Maryland Ave  
Rockville, MD 20850

Approved:   
Attest:   
Approved Meeting No. 05-25  
February 10, 2025



## Meeting Minutes

Monday, January 13, 2025

6:30 PM

Meeting No. 02-25

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 6:34 pm on Monday, January 13, 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 Monique Ashton, and Alex Belard of Boy Scout Troop #3, led the Pledge of Allegiance.

**3. Proclamation and Recognition – NONE**

**4. Agenda Review**

City Clerk/Director of Council Operations Sara Taylor-Ferrell reported revision to agenda item 11A.

Mayor Ashton requested to swap Agenda Item 11C with 11B.

**5. City Manager's Report**

City Manager Jeff Mihelich thanked the Public Works and Recreation and Parks departments for their snow removal efforts on streets, sidewalks and bicycle paths in Rockville, and he reminded private property owners adjacent to City property that it is their responsibility to remove snow. There were some watermain breaks in Rockville, but very few. The City is deeply engaged in the budget process and City Manager Mihelich encouraged residents to complete the budget survey.

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

**7. Community Forum**

NAME	TOPIC
Vincent Boylan and Alice Welch	Duck Derby, Check to City for \$25,000
Carla Galgano	Zoning Text Amendment, Tower Oaks MPDU
Mark Pierzchala	Draft Town Center Master Plan
Tyler Charuhas	Solar Panels
Dwayne Rollins	Town Center Master Plan Parking Requirements

NAME	TOPIC
Zoey Pollack	Rent Stabilization
Justin Lee	Rent Stabilization
Daniel Dunlaughley	Rent Stabilization
Michelle Chin	Rent Stabilization
Chris Madden	Rent Stabilization
Tyree Davis	Community involvement, policies and initiatives, rent stabilization

## 8. Special Presentations

### A. 2024 Community Survey Results

Assistant City Manager, Dave Gottesman, and Consultant Brandon Barnett provided a presentation of the 2024 Community Survey results.

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

### FURTHER DISCUSSION

January 13, 2025, Agenda item 8A.

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## 9. Consent Agenda

### A. Ratify and Approve the City Manager's Earlier Execution of a Grant Agreement with the Federal Highways Administration for the FY 2023 Neighborhood Access and Equity Grant Program for the Twinbrook Pedestrian and Bicycle Bridge Project.

Councilmember Marissa Valeri moved to approve consent agenda item A.

<b>MOVER:</b>	<b>RESULT: APPROVED [UNANIMOUS]</b>
<b>SECONDER:</b>	Marissa Valeri, Councilmember
<b>IN FAVOR:</b>	Kate Fulton, Councilmember
	Mayor Ashton, Councilmember Fulton, 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 adopt the Town Center Master Plan as an amendment to the adopted 2021 Comprehensive Plan for the City of Rockville, pursuant to Section 3-101 of the Land Use Article of the Annotated Code of Maryland; or Possible Adoption of a Resolution Extending the Deadline for Acting on Said Plan**

Chief of Long Range Planning, Katie Gerbes and Principal Planner Andrew Reitelbach, provided a presentation on possible adoption of an ordinance to adopt the Town Center Master Plan as an amendment to the adopted 2021 Comprehensive Plan for the City of Rockville, pursuant to Section 3-101 of the Land Use Article of the Annotated Code of Maryland; or possible adoption of a resolution extending the deadline for acting on said plan.

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

Councilmember Kate Fulton moved to adopt a resolution Extending the Deadline for Acting on the Town Center Master Plan for 60 days, as an amendment to the adopted 2021 Comprehensive Plan for the City of Rockville, pursuant to Section 3-101 of the Land Use Article of the Annotated Code of Maryland.

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

**FURTHER DISCUSSION**

January 13, 2025, Agenda item 11A.

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**B. Discussion and Possible Authorization to File a Zoning Text Amendment to Modify the Parking Requirement for Certain Types of Residential Dwellings; Mayor and Council of Rockville**

Rockville Chief of Zoning, Jim Wasilak provided the Mayor and Council with a brief presentation on authorization to file a zoning text amendment to modify the parking requirement for certain types of residential dwellings.

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

Councilmember Marissa Valeri moved to authorize the filing of the proposed zoning text amendment, to modify the parking requirement for certain types of residential dwellings.

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

#### **FURTHER DISCUSSION**

January 13, 2025, Agenda item 11B.

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#### **C. Discussion and Possible Approval of Policies, Procedures, and Guidelines for Proclamations and Certificates of Recognitions.**

Deputy City Clerk, Danny Winborne provided a presentation on the policies, procedures, and guidelines for Proclamations and Certificates of Recognitions.

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

Councilmember Adam Van Grack move to approve the policies, procedures, and guidelines for proclamations and certificates of recognitions as modified, and pilot of the on-line proclamation request form.

	<b>RESULT: APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Adam Van Grack, 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

#### **FURTHER DISCUSSION**

January 13, 2025, Agenda item 11C.

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**THE MAYOR AND COUNCIL WENT INTO A BRIEF RECESS AT 8:15 PM. THE MAYOR AND COUNCIL RECONVENED AT 8:28 PM**

## **12. Worksession**

### **A. Worksession - Engage Rockville**

Director of Public Information, Kathy Kirk-Dantzler provided a presentation on Engage Rockville.

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

#### **Worksession Summary:**

Members of the Mayor and Council have expressed the importance of engaging the community and challenged staff to do more to engage with the historically excluded populations.

Over the last couple of months, the city has experienced transition, which has allowed us to revisit and reimagine how best to improve the city's community engagement approach. After many discussions, research, and reviews of best practices, staff plans to adopt an overall framework for communications and community engagement that will help guide each department in its efforts.

The City became a member of the International Association for Public Participation (IAP2), provides training, materials, and process for creating engagement plans that help build consistency and clarity in how community members contribute to decisions that affect them.

The "Engage Rockville" initiative uses the tools provided by the IAP2 to establish a framework for communications and community engagement that will guide departments and the Mayor and Council in their goals to increase public interaction and engagement.

#### **The Framework: Engage Rockville**

- Project planning
- Creation of a Community Engagement Plan
- Engage Rockville
- Make the decision
- Follow up
- Reflect and Evaluate

#### **Outreach and Engagement Opportunities**

With the additional capacity, the new department will enhance the existing outreach and engagement opportunities and develop new opportunities for the City and the Mayor and Council to engage with the residents.

- Town Hall Meetings (In-Person or Virtual or Hybrid)
- Walking Neighborhood Tours
- Drives or Giveaways

- Community Collaboration Workshops
- City Department Engagement Events
- “Neighborhood Connect” (**new**)
- Rockville 11 Presents: Connecting with the Community (**new**) - *Monthly Rockville 11 monthly program hosted by the Mayor and Council members.*

### **Next Steps**

Staff will develop and operationalize Engage Rockville, including building capacity within the new department.

### **FURTHER DISCUSSION**

January 13, 2025, Agenda item 12A.

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#### **13. Mock Agenda**

Mayor and Council request staff add the Town Center Master Plan adoption to the January 27 meeting agenda.

#### **14. Old/New Business**

Mayor and Council directed staff to draft a letter to Senator Angela Alsobrooks to consider placing an office in Rockville, Maryland.

Mayor Ashton requested the City Clerk/Director of Council Operations to follow up with Rockville Sister Cities proposed trip to Pinneberg, Germany.

Mayor Ashton reminded everyone the Martin Luther King, Jr., celebration scheduled for Sunday, January 19, 2025, start time moved from 10:00 am to 1:30 pm.

### **FURTHER DISCUSSION**

January 13, 2025, Agenda item 14.

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#### **15. Adjournment**

There being no further business, the meeting adjourned at 10:27 pm.

<b>RESULT:</b>	<b>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