



MAYOR AND CITY COUNCIL WORK SESSION AGENDA

**Monday, December 8, 2008
7:30 p.m.**

(Please turn off all cellular phones and pagers prior to the meeting. Hand held signs brought into the Council Chambers may not be displayed in a manner which disrupts the meeting, blocks the view of spectators or cameras and poses a safety concern [e.g., signs mounted on stakes]. Your cooperation is appreciated.)

I. Call to Order

II. Topic(s)

A. Discuss the Proposed Mayor and City Council Paperless Package System and Associated Physical Changes to the Council Chambers (*recevie staff presentation and recommendations, and provide guidance*)

III. Adjournment

This schedule is subject to change. Work Sessions are broadcast over Cable TV, Channel 13 and on the Internet at www.gaithersburgmd.gov/tv. Receive City agendas, minutes and news via e-mail. Log on to the myGaithersburg e-mail-based news service at www.gaithersburgmd.gov/myGaithersburg. Please contact 301-258-6310 prior to meetings to confirm accessibility accommodations.

UPCOMING COUNCIL MEETING AND WORK SESSION ITEMS

This list is not all-inclusive, and does not reflect priorities or scheduling
But is intended to provide a glance at future items to come before the City Council.

Regular Meeting of the Mayor and City Council

- Dec. 15 - Public Hearings - Proposed Amendment to Section 57 of the City Charter and Adoption of a Resolution Establishing New Administrative Purchasing Procedures
- Proposed Amendment to Section 61 of the Charter Entitled "Prohibitions and Restrictions Regarding Persons in Classified Service"

Call to Order

Topics

MAYOR & COUNCIL AGENDA COVER SHEET

MEETING DATE:

December 8, 2008

CALL TO PODIUM:

Peter Cottrell
Brian Helms

RESPONSIBLE STAFF:

Peter Cottrell
Director, Information Technology

Brian Helms
Systems Support Manager

AGENDA ITEM:

(please check one)

<input type="checkbox"/>	Presentation
<input type="checkbox"/>	Proclamation/Certificate
<input type="checkbox"/>	Appointment
<input type="checkbox"/>	Public Hearing
<input type="checkbox"/>	Historic District
<input type="checkbox"/>	Consent Item
<input type="checkbox"/>	Ordinance
<input type="checkbox"/>	Resolution
<input type="checkbox"/>	Policy Discussion
<input checked="" type="checkbox"/>	Work Session Discussion Item
<input type="checkbox"/>	Other:

PUBLIC HEARING HISTORY:

(Please complete this section if agenda item is a public hearing)

Introduced	
Advertised	
Hearing Date	
Record Held Open	
Policy Discussion	

TITLE:
Discuss the Proposed Mayor and City Council Paperless Package System and Associated Physical Changes to the Council Chambers

SUPPORTING BACKGROUND:
<p>A package of information is produced on a weekly basis for interested parties, particularly for the Mayor and City Council. This package consists of a mix of several types of documents, including announcements, correspondence, cover sheets, resolutions, ordinances, memos and site plans.</p> <p>These packages may end up being several hundreds of pages in length, resulting in the use of large amounts of paper and staff time spent copying and compiling the individual copies of the package.</p> <p>A trial paperless package has been distributed to the Mayor and City Council since the beginning of November, and staff has received feedback on its format and has developed processes for its production.</p> <p>A PowerPoint presentation will describe the next steps and timeline for producing a production paperless package system, and staff will solicit comment on outstanding design issues.</p>

DESIRED OUTCOME:
Receive staff presentation and recommendations, and provide guidance.

Paperless Packages



Mayor & City Council
Work Session
December 8, 2008

Content Packaging

- Package components will be broken out into individual files
- Content will continue to be provided in PDF format

Content Delivery

- Delivery via the Internet
- Underlying software still to be determined
- Longer-term solutions to be considered for enhancements

Delivery Timeframes

- Content can be made available as it is submitted
- Specific deadlines to be reviewed and set by City Manager's Office

Computers

- Desktop systems will be used
- Number of computers limited
- Dais modifications will be needed

Network

- Dais computers on City's internal network
- A wireless public network will be installed for laptop computers

Dais Modifications

- IT staff has met with Cable Office Upgrade subcontractor
- Subcontractor quotes 8-12 weeks for completion of work
- Estimated completion time is late April 2009
- Down time unlikely

Other Capabilities

- Presentations from dais computers
- Collaboration software

Decision Point #1

Access at dais during joint sessions

- Space is limited
- Expansion cost and effort may be prohibitive
- Can screens be shared?

Decision Point #2

Scope of content

- Option 1 – Package only
 - Consistent with publicly available materials
 - Annotations difficult

- Option 2 – Package + personal file, mail and Internet access
 - Allows for ad hoc annotation and information retrieval
 - Information not provided to public is available for deliberation

Timeline

- Cable system design including dais modifications completed – 1/31/09
- Digital Delivery begins – mid February 2009
- Wireless availability in Council Chambers – mid February 2009
- Dais modifications completed – late April, 2009
- Computers live and dais access available – May 2009
- Paper-based package ended – June/July 2009
- City Hall power upgrade complete, full functionality – late Summer 2009

Adjournment

From Staff



Gaithersburg
A CHARACTER COUNTS! CITY

November 26, 2008

Dear Resident:

Thank you for attending the October 21, 2008, Council in the Communities meeting that was held in your community. Staff has reviewed the action items that were identified and their responses are below:

1. **P&CA** Residents reported severe overcrowding in the condominiums on West Side Drive, and questioned whether the City was aggressively responding to complaints. Please provide data concerning the number of overcrowding complaints on West Side Drive during the last two years and the disposition of these complaints. Additionally, please outline our process for following up with residents on the status of complaints. Finally, please provide information concerning the various codes that address overcrowding and the best way for residents to work with staff to resolve overcrowding problems. **(Roman)**

Response: A review of our records indicate that staff has received 15 concerns for Overcrowding or Illegal Occupancy in Brighton West between October 1, 2006 and November 1, 2008.

Staff was able to inspect the interiors of all the concerned units. While most units were not found in violation of being overcrowded, that being over occupied with too many occupants, one or more of the following code violations were found in every unit: using unapproved sleeping areas, having second stoves in basement, unpermitted construction and lack of smoke detectors.

Additionally staff gave a presentation on overcrowding and illegal occupancy to Brighton West I, II, III and V in the fall of 2007 at their annual HOA meetings. The meetings were very well attended and every attendee received a hard copy of our power point presentation either in English or Spanish. The Power Point presentation provided the definition of overcrowding and Illegal occupancy as well as listed the applicable zoning and property maintenance code requirements including:

- **Square Footage Requirement for occupancy in dwellings and approved sleeping areas**
- **Code requirements for means of Emergency Escape and Rescue for sleeping areas**
- **Relationship of Occupants**
- **Zoning violation for installing a second permanent cooking appliance**
- **How to report a concern by phone or email**

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MAYOR
Sidney A. Katz

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Ryan Spiegel

CITY MANAGER
Angel L. Jones

Investigating and gathering evidence to determine if a home is overcrowded can be a very lengthy and difficult process therefore as much information the complainant can provide on the occupants is appreciated. Staff can provide an overcrowding information sheet that can assist you on collecting information.

Finally, staff provides follow up to a reported concern either by phone or email after the initial inspection of the dwelling. The complainant can contact Neighborhood Services staff at any time during the investigation to request a status update at 301-258-6340.

Additionally staff has posted the aforementioned Powerpoint Presentation and Occupancy in Homes video on the City of Gaithersburg website located at the following link:

http://www.gaithersburgmd.gov/poi/default.asp?POI_ID=1431&TOC=107;83;93;1431;

- 2. PW/P&CA** Residents reported ongoing concerns about disruptive and after-hours activity in Malcolm King Park. Please describe efforts by our Animal Control Field Officers and contract security guards relative to monitoring this park. **(Geiling/Holland)**

Response: Currently, the City's security contractor provides two patrol details. One is assigned to City facilities located in or near Olde Towne including the City Hall building and concert pavilion, Olde Towne Parking Garage, Olde Towne Youth Center, Wells Robertson House, B&O Station area, and the Bohrer Park Activity building. This patrol also responds to alarms at various City facilities.

The second patrol is responsible for monitoring and reporting activities in City Parks including Malcolm King Park. This patrol is new to the 2009 operating budget. It was added to replace the "dual function" of the animal control/park observers. The park observers were not trained or equipped to deal with park security matters and it was felt that use of a security contractor would provide a better level of service. Like the park observer program the security contractors' park patrol only operates between the months of May and November.

- 3. POLICE** Residents expressed concern about specific drug activity on West Side Drive, and alleged that the Police have made no drug arrests in the community in recent years. Please provide any available data on CDS arrests on West Side Drive during the last two years. Additionally, please provide information as to the best way for residents to work with the Police to address CDS concerns. **(King)**

Response: Residents should call the police at 301-279-8000 if they observe Controlled Dangers Substance (Drug) activity in progress. To report ongoing activity, they should contact the Gaithersburg Police Administrative number at 301-258-6400. If they wish to remain anonymous, they may call the Gaithersburg Police tip line number at 301-330-4471.

There have been five arrests made for CDS on West Side Drive since January, 2007. In addition, the Street Crimes Unit has also arrested numerous individuals at other locations who are known to have been involved in CDS activity on West Side Drive.

4. **POLICE** Residents expressed concerns about large commercial vehicles being parked overnight on West Side Drive. In addition, concerns were expressed about vehicles being parked too close to the various entrances to Brighton West resulting in a site distance problem for vehicles attempting to exit the community. Please place on the "check on patrol" list, and have officers cite as appropriate. **(King)**

Response: On 10/24/08 this complaint was added to the "check on patrol" list and assigned to Morris Hudson for enforcement action.

5. **POLICE** A resident expressed concern about vehicles running the stop sign at School Drive and Muddy Branch Road. Specifically, the resident was concerned about pedestrian safety due to vehicles not stopping at the stop sign. Please place on the "check on patrol" list, and have officers cite as appropriate. **(King)**

Response: This complaint was added to the "check on patrol" list on 10/23/08.

6. **POLICE** Residents reported that individuals often congregate in the evening and consume alcohol between the shopping center and Brighton West I. Please place on the "check on patrol" list, and have officers cite as appropriate. **(King)**

Response: This was added to the check on patrol on 10/24/08.

7. **POLICE** Residents expressed concern about overnight fire lane parking violations on the private streets within the Brighton West communities. Please place on the "check on patrol" list, and have officers cite as appropriate. **(King)**

Response: Staff will review existing No Parking controls then work with the community in an effort to resolve this issue. Currently, there are no officially designated fire lanes within Brighton West. Staff will review each location to determine if they

meet the code requirements to designate an official fire lane. Additionally, staff is finalizing a policy to manage requests for designating official fire lanes within a private community.

8. **CMO** While generally complimentary of the "alert Gaithersburg" system, a resident indicated that some of the alerts resulted in four separate text messages to his cell phone, and suggested that the City transmit a more abbreviated message to cell phones, and provide a more detailed message via email. Please identify recommendations as appropriate to improve the system. **(Lanham)**

Response: The City has sent 51 alert messages to the Community this year for various utility, traffic, weather and animal issues. These messages have been sent as promptly as possible regardless of the time of day or day of the week.

The City staff and elected officials are keenly aware of the benefits associated with the Alert Gaithersburg system and the community concerns with the frequency, number and length of the messages. This issue is also routinely addressed with the Montgomery County staff that operates the Alert Montgomery system and sends messages through to our system participants. The Alert Gaithersburg protocols have been updated to specifically assign responsibility for the administrative, technical and operational components among City staff. The need to keep messages brief is reinforced in all discussions among staff related to the system. Specific refresher training has been provided where necessary to ensure responsible staff can operate the system. The number of authorized staff, despite 24/7 responsibility, has been limited to ensure sound administration and operation of the Alert Gaithersburg system.

All alerts are received by appropriate City staff and monitored for compliance with our objectives to promptly inform of the public regarding emergency or on-going incidents. Our goal is to provide the public with the correct information in the minimum number of pages possible.

9. **CMO** A resident was concerned about the impact of a new state law that only permits towing from private property between the hours of 2 a.m. and 6 a.m. Please review relevant law, and provide recommendations for addressing the concern raised. **(Felton)**

Council in the Communities Action Items

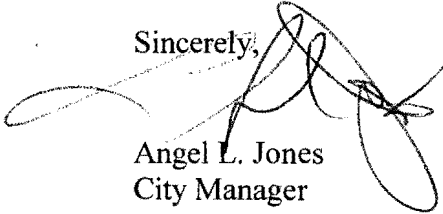
Page 5

November 26, 2008

Response: Towing from private property is regulated by Chapter 31C of the Montgomery County Code and enforced by the Montgomery County Dept. of Community Protection. Vehicles may be towed at anytime if the property owner or authorized agent signs a tow approval. Between the hours of 2:00 AM and 9:00 AM, a towing company may tow without specific approval if they are designated as an agent by the Association. Questions concerning this matter can be directed to Office of Consumer Protection at 240-777-3636.

I hope this information is helpful. If you should have any questions or wish to discuss, please contact Assistant City Manager Fred Felton at 301-258-6310.

Sincerely,

A handwritten signature in black ink, appearing to read 'Angel L. Jones', with a large, stylized flourish extending to the left.

Angel L. Jones
City Manager

cc: Mayor and City Council



Gaithersburg

A CHARACTER COUNTS! CITY

December 5, 2008

Dear Resident:

Thank you for attending the October 29, 2008, Council in the Communities meeting that was held in your community. Staff has reviewed the action items that were identified and their responses are below:

1. **P&CA** While very complimentary of staff's efforts to date, residents indicated that illegal dumping/bulk pick up violations were an ongoing problem in the community. During the course of the meeting, there were numerous suggestions for improving the situation. Please review the following suggestions and provide recommendations as to how to more effectively address this issue: **(Roman)**

a) It was suggested that Shady Grove Village I should begin placing their bulk pick up items within the community rather than the central locations in the vicinity of the intersection of School Drive and Story Drive. The President of Section I was present and indicated he thought this was a good idea, and he would discuss this matter with the Board of Directors.

Response: In the event the Board of Directors of Shady Grove Village I decide to participate in the bulk program within the community, staff will coordinate with Department of Public Works to implement this change immediately.

b) It was suggested that the City use surveillance cameras to identify individuals engaging in illegal dumping.

Response: Staff is currently researching the use of surveillance cameras in Code Enforcement. If it appears to be a viable tool, staff will request funding in the FY10 Budget.

c) It was suggested that the City post the specific date of the next bulk pick up rather than the current sign that says "Bulk Pick Up First Wednesday of the Month". It was further suggested that the City implement a pilot project in Shady Grove Village.

Response: Staff has met internally and will implement a program of placing portable signs on barricades referencing the next scheduled date of collection for the Shady Grove Village area. Signs will be placed out a few days prior to collection and removed the following day after collection.

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- d) It was suggested that informational signs concerning bulk pick up and illegal dumping be in Spanish as well as in English.

Response: Staff will review this request to determine feasibility.

2. **PW** Residents indicated that they had to wait an inordinate amount of time to turn onto Diamondback Drive from Story Drive. Please have Montgomery County analyze this intersection to determine if signal adjustments are warranted. (**Mumpower**)

Response: Montgomery County is responsible for signal timing. City efforts have not been successful.

3. **PW** While a crosswalk currently exists on the eastern side of the intersection of School Drive and Story Drive, residents requested that a crosswalk be installed on the western side. (**Mumpower**)

Response: City staff will add a new crosswalk at this location as soon as the weather permits. To do this we need ground temperatures to remain above 50 degrees for a period of time. Accordingly, the work will not be complete until early spring of 2009.

4. **PW** Due to concerns about speeding in the neighborhood, residents requested that a temporary speed board be set up on Gold Kettle Drive. (**Mumpower**)

Response: Two speed boards were placed on Gold Kettle Drive for two weeks in November. These boards will be periodically returned at the request of the community.

5. **PW** Residents asked if the City could provide mulch to homeowner's associations to install as padding to be used under playground equipment. Is mulch available? Does this meet playground safety standards? (**Sarno**)

Response: The wood chips ("mulch") we generate often have a mix of materials in them that would be unsuitable for playground use.

The material we use for our playgrounds is called Wood Carpet. It is approved for this type application and costs us approximately \$18 per cubic yard.

6. **PW** Residents inquired as to the total annual cost of the City's bulk pickup program. Please provide the data. (**Arnoult**)

Response: The annual cost for our monthly bulk pickup program is approximately \$310,000.

7. **POLICE** Residents reported that commercial vehicles often park on School Drive and Story Drive. This is particularly a problem on weekends. A specific concern was a tractor trailer that parks on Story every weekend. Please place on the "check on patrol" list, and have officers cite as appropriate. (**King**)

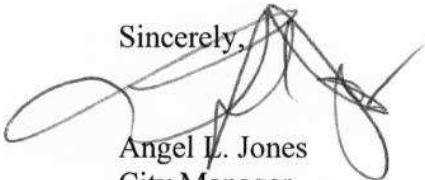
Response: This complaint was added to the "check on patrol" list on 10/30/08.

8. **POLICE** Residents reported that motorists often ran the three-way stop sign at Story Drive and School Drive. Please place on the "check on patrol" list, and have officers cite as appropriate. (**King**)

Response: This complaint was added to the "check on patrol" list on 10/30/08.

I hope this information is helpful. If you should have any questions or wish to discuss, please contact Assistant City Manager Fred Felton at 301-258-6310.

Sincerely,



Angel L. Jones
City Manager

cc: Mayor and City Council

For Release November 21, 2008

Residents Urged to “Give One Last Gift” at Holiday Giving Fair and Blood Drive on December 30

Gaithersburg, MD. The City of Gaithersburg, nonprofit organizations and Inova Blood Donor services invites the entire community to explore ways to help others this holiday season at the City of Gaithersburg Giving Fair and Blood Drive on Tuesday, December 30, 2008 from 2 to 7 p.m. at Casey Community Center, 810 S. Frederick Ave.

The Giving Fair will feature a variety of nonprofit organizations that will be on hand to share information and resources on a wide range of services. The end of the year is the perfect time to consider a tax deductible charitable contribution, but there are countless other needs that could benefit from your time and talent as well. Explore how you can get involved and make a difference in your community.

The need for blood reaches critical levels during the holiday season. Residents are encouraged to give the ultimate gift of life at the blood drive. To schedule an appointment, call 1-866-BLOODSAVES (256-6372) or simply drop by the Giving Fair and Blood Drive between 2 and 7 p.m.

For more information on please contact the Gaithersburg Division of Community Services at 301-258-6395 x4 or visit the City’s website at www.gaithersburgmd.gov.

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Mayor
Sidney A. Katz

City Manager
Angel L. Jones

Council Members

Jud Ashman Cathy C. Drzyzgula Henry F. Marraffa, Jr. Michael A. Sesma Ryan Spiegel

For Release December 3, 2008

Arts Barn Gallery Presents Works of Hafner, Voorhees & Behme

Gaithersburg, MD. The City of Gaithersburg presents “A Sense of Place” by Betty Hafner, the multi-media works of Shelly Voorhees, and “The Crow Show,” sculptures by Mark Behme at the Arts Barn Gallery November 28, 2008 through January 18, 2009. An artists’ reception will be held on Monday, December 8 from 7 to 8:30 p.m. The Arts Barn is located at 311 Kent Square Road in the Kentlands.

Betty Hafner’s richly colored pencil drawings are rendered from scenes she captured with her camera. Whether the subject is a woman alone at a window or a deep valley in the Irish countryside, her works convey a strong sense of place. Hafner studied painting at the Art Student’s League and the New School in New York City, and her award-winning works have appeared in numerous juried shows, including the Colored Pencil Society International Exhibitions in both Texas and Tennessee.

A graduate of the Maryland College of Art and Design, Shelly Voorhees’ exhibit reflects her interest in portraits of women – women she sees as strong, delicate and complex. In this series she focuses on the contrast between women’s external beauty and their complex emotional expressions. Her works have been exhibited throughout the Washington, D.C. area.

Mark Behme approached sculpture in a gradual manner, initially painting on plywood cutouts as his shaped “canvases.” He began adding carved elements that came forward from the two-dimensional surface, then eventually started to carve wood, with the painted surfaces disappearing for the beauty of hardwoods. His interest in crows came about from befriending and caring for an injured bird many years ago. Behme uses the birds as design motifs, remarking that he never wants to show them as some omen of evil or of darkness, but rather as a symbol for his own poetic messages.

Please note that all images are copyrighted by the artists. For exhibit viewing hours and more information, please call Gallery Director Natalya Parris at 301-258-6394 or visit the City’s website at www.gaithersburgmd.gov/artsbarn.

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Mayor
Sidney A. Katz

City Manager
Angel L. Jones

Council Members

Jud Ashman Cathy C. Drzyzgula Henry F. Marraffa, Jr. Michael A. Sesma Ryan Spiegel

For Release December 2, 2008

Christmas and New Year's Day Recycling to be Picked Up the FOLLOWING Saturdays

Gaithersburg, MD. The City of Gaithersburg announces that the collection of recycled materials for residents whose regular recycling day is Thursday, December 25, 2008 will take place the FOLLOWING Saturday, December 27. For those whose regular recycling day is Thursday, January 1, 2009, pick up will be on the FOLLOWING Saturday, January 3. This includes newspaper, mixed paper, corrugated cardboard, and commingled materials, as well as brush, branches, grass clippings, leaves and other yard trimmings, picked up by the City's recycling contractor.

Regular trash and garbage collection for City residents is handled by private contractors. Please contact your HOA or your private contractor regarding the holiday collection schedule for these materials.

For more information please contact the City's Department of Public Works, Parks Maintenance and Engineering at 301-258-6370, or visit the City's website at www.gaithersburgmd.gov.

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Mayor
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City Manager
Angel L. Jones

Council Members

Jud Ashman Cathy C. Drzyzgula Henry F. Marraffa, Jr. Michael A. Sesma Ryan Spiegel



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Britta Monaco
Public Information Director
301-258-6310

www.gaithersburgmd.gov

For Release December 1, 2008

Arts Barn to Host Jolivet Trio for One Engagement Only

Gaithersburg, MD. The Jolivet Trio, featuring Amy Thomas on flute, Nancy Switkes on bassoon and Wendy Willis on harp, will present one performance only at the Gaithersburg Arts Barn on Sunday, December 7 at 3 p.m. The trio will perform music of the holidays from Jolivet, Elgar, Bach and more.

General admission is \$12, \$10 for City of Gaithersburg residents. The Arts Barn, Gaithersburg's premiere cultural arts facility, is located at 311 Kent Square Road in the Kentlands. For tickets and information call 301-258-6394 or visit the City of Gaithersburg online at www.gaithersburgmd.gov.

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Mayor
Sidney A. Katz

City Manager
Angel L. Jones

Council Members

Jud Ashman Cathy C. Drzyzgula Henry F. Marraffa, Jr. Michael A. Sesma Ryan Spiegel

Outside Correspondence

From: Ginny Barnes [mailto:ginnybarnes@juno.com]
Sent: Monday, December 01, 2008 4:34 PM
To: CityHall External Mail
Cc: ddrazan@comcast.net; lisaapatterson@aol.com; dmilmoe@audubonnaturalist.org; Mdr Capitol@aol.com; cvdfalk@verizon.net; Nellie.Maskal@mncppc-mc.org; foleyg007@aol.com; Callum.Murray@mncppc-mc.org; ginnybarnes@juno.com
Subject: Letter on Master Plan Amendment MP-2-08: Municipal Growth

Dear Mayor and City Council,

On behalf of the organizations listed, please enter the joint letter (attached and below) into the Public Record for the hearing scheduled tonight. We may have a representative in attendance to present it as testimony. I would appreciate being kept informed of any future hearings or worksessions on this matter.

Thank You,

Ginny Barnes, Environmental Chair
West Montgomery County Citizens Association
10311 Glen Road
Potomac, Md. 20854
(301) 762-6423 -phone / (301) 762-9287 - fax

**West Montgomery County Citizens Association
Darnestown Civic Association ~ North Potomac Citizens Association
Audubon Naturalist Society ~ Montgomery Countryside Alliance**

December 1, 2008

To: Mayor and Council, City of Gaithersburg, Md.

Re: Master Plan Amendment MP-2-08: Municipal Growth Element

Dear Mayor and City Council,

We are aware that Gaithersburg, as an incorporated City is subject to Article 66B - Land Use, of the Annotated Code of Md., that Section 3.05(a)(4)(x) requires the development of a Municipal Growth Element. and that you have produced a 72 page document titled '*City of Gaithersburg Municipal Growth – A Master Plan Element*', dated September 24, 2008.

The plan notes that the City has delineated areas outside of the current incorporated limits. These areas, defined as the maximum expansion limits (MEL) are sites that, as you see it, could be annexed into the City of Gaithersburg by the year 2030.

Your city planners project there is no future land available to satisfy your population, housing, job estimates and forecasts. They thus delineate additional annexation property as your right in order to make your growth dreams a reality.

However, Gaithersburg's proposed annexation concept does not even reference or consider the existence of the Potomac Subregion Master Plan approved by the Montgomery County Council in 2002. The County's views on road infrastructure and the environment, to mention but two aspects of the Potomac plan, must be recognized and

coordinated in any Gaithersburg planning regime. To even contemplate future annexations without consideration of Montgomery County approved master plans in adjacent jurisdictions is a serious deficiency and an unrealistic planning approach. Will the Agricultural Reserve become your next annexation target?

Because the Gaithersburg plan fails to recognize adjacent land use master planning beyond Gaithersburg's current boundaries, the Darnestown Civic Association, North Potomac Citizens Association, West Montgomery County Citizens Association, Montgomery Countryside Alliance and the Audubon Naturalist Society believe that this single and simple minded approach is a fatal planning flaw. We thus oppose Gaithersburg's unilateral land expansion plan, via annexation, into any part of the Potomac Subregion.

Sincerely,

Carol Van Dam Falk, President - WMCCA

Dan Drazen, President - NPCA

Lisa Patterson, President - DCA

Michael D. Rubin, Executive Director - MCA

Dolores Milmoie, Md. Conservation Associate - ANS

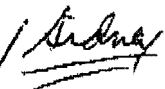


OFFICE OF THE COUNTY EXECUTIVE
ROCKVILLE, MARYLAND 20850

Isiah Leggett
County Executive

December 1, 2008

The Honorable Sidney A. Katz
Mayor, City of Gaithersburg
31 South Summit Avenue
Gaithersburg, Maryland 20877

Dear Mayor Katz: 

I am writing in regard to the September 24th draft of the "City of Gaithersburg Municipal Growth: A Master Plan Element," which I understand you and the Gaithersburg City Council will be reviewing tonight.

The Master Plan Element, once approved, will pave the way for the City to annex properties in the Maximum Expansion Limits (MEL) shown throughout the document. Some properties depicted in the MEL represent enclaves of development, which for a variety of reasons, may make sense for the City to want to annex. However, I remain extremely concerned about the inclusion of prime commercial and institutional assets in the MEL which comprise the heart of the County's technology corridor, most notably, the Shady Grove Life Sciences Center, the Belward campus, the campuses of the University of Maryland and The John Hopkins University, the Center for Advanced Research in Biotechnology, the Maryland Technology Development Center, the Human Genome Sciences headquarters complex, and the Public Services Training Academy site.

Some 30 years ago, Montgomery County set out to establish itself as a global hub for biotechnology research and development, related technological advancements and higher education academic excellence. Through perseverance, capital investment, advocacy at the State level, and partnerships with the private and academic sectors, the vision developed for the Shady Grove Life Sciences Center, the properties surrounding this core area, and the entire 270 technology corridor has become reality. Enhancing the life sciences industry and emerging forms of technology has been a key component of the County's economic development strategy for over three decades, and today remains at the core of our business development plan. By including the aforementioned properties in the MEL, you will be undercutting the County's ability to fully cultivate the industry and land which have for years been driving our economic vision.

While the 270 technology corridor – and developments such as the Life Sciences Center – has been blessed with an abundance of skilled professionals, an entrepreneurial spirit, and coveted Federal and private centers of excellence, it is important to acknowledge the huge capital investment the County has made in establishing this life sciences hub. Specifically, Montgomery County has:

- purchased close to 300 acres for the world-renowned Shady Grove Life Sciences Center, whose land value today approximates \$150 million;
- donated 85 acres of land to the University of Maryland and The Johns Hopkins University for their academic campuses and for the Center for Advanced Research in Biotechnology (CARB);
- infused over \$17 million in infrastructure for the Life Sciences Center and for Hopkins' Belward Campus;
- constructed Hopkins' first academic building (a \$12 million capital outlay), and financed the construction of CARB;
- developed and continues to operate the \$10 million Maryland Technology Development Center, a business incubator for life sciences companies; and
- advocated at the State level for major capital investments in the University of Maryland, Johns Hopkins and CARB by continually highlighting these assets in the County's state legislative priorities.

As we look toward the future, it is important to keep in mind Montgomery County's vested interest in the southernmost properties delineated in the Maximum Expansion Limits area in the draft Master Plan Element. The County continues to own strategic properties in the Life Sciences Center. Our Department of Economic Development markets the Life Sciences Center and adjacent commercial properties to companies wishing to relocate to this biosciences hub. Our successful life sciences incubator has been expanded once, and potential expansions remain on the horizon.

We will continue to advocate for funding for the Corridor Cities Transitway, or CCT, whose alignment and transit stops will be contained within the parcels discussed in this letter. The CCT is critically important to the County and any decisions that could impact it are of significant interest. The County is continuing to invest in this area. The County will be relocating the functions currently at our Public Services Training Academy site and will be making this valuable tract of land available for more appropriate uses that will build on the economic strength of this area.

The Honorable Sidney A. Katz
December 1, 2008
Page 3

The decisions that are made as to the City's Maximum Expansion Limits could have significant impacts upon the County. These impacts include loss of control of a significant element of our economic development strategy as described above, service delivery impacts and irretrievable losses of revenues. For example, as a result of large developments within the City, the County has nearly doubled the size of its 6th District Police Station. There are similar impacts upon the delivery of fire and rescue services. In fact, on October 13, 2008, the Department of Fire and Rescue Services provided City Planning Department staff with some suggestions for inclusion in the draft plan.

For all of these reasons, I strongly encourage the City of Gaithersburg, at a minimum, to remove the following tracts of land from the Maximum Expansion Limits in the draft Master Plan Element: the Shady Grove Life Sciences Center, the Belward campus, the campuses of the University of Maryland and The John Hopkins University, the Center for Advanced Research in Biotechnology, the Maryland Technology Development Center, the Human Genome Sciences headquarters complex and the Public Services Training Academy site. The investment we have, and will continue to make in these properties and the enhancement of this life sciences hub dictates that these parcels remain within the County's boundaries.

In addition to this important matter, the County has indicated with respect to previously proposed maximum expansion areas that it is concerned about the loss of moderately priced dwelling units (MPDUs) as a result of possible annexations into the City. The City requires both fewer MPDUs and for shorter durations. Therefore, even for the Maximum Expansion Limit areas to which the County has not specifically objected, the County would like to see the requirements of the County MPDU law applied to any area that ends up being annexed into the City.

Thank you for the opportunity to express my views on this important matter.

Sincerely,



Isiah Leggett
County Executive

cc: Henry F. Marraffa, Jr., Vice President, Gaithersburg City Council
Jud Ashman, Gaithersburg City Council
Cathy C. Drzyzgula, Gaithersburg City Council
Michael A. Sesma, Gaithersburg City Council
Ryan Spiegel, Gaithersburg City Council
Angel L. Jones, City Manager, City of Gaithersburg
Greg Ossont, Director, Planning and Code Administration, City of Gaithersburg
Mike Knapp, President, Montgomery County Council
Timothy Firestine, Chief Administrative Officer, Montgomery County

The family of
David Shayt
acknowledges with deep
appreciation your kind
expression of
sympathy

Nov. 28, 2008

Dear Sidney,

Our whole family would like to sincerely thank you for taking the time to help at David's funeral. Your kind words and readiness to help in any way are truly a reflection of your generosity and dignity.

Despite the suffering that David experienced over the past few months, I believe that he smiled on all who came out to help that day. Thanks again for everything.

Sincerely,
Suzanne &
Emma



Missouri Chapter Midwest Gang Investigator's Association

November 14, 2008

Mr. John King, Chief of Police
Gaithersburg Police Department
14 Fulks Corner Avenue
Gaithersburg, MD 20877

Re: Letter of Appreciation – Detective Patrick Word
MGIA Training Conference September 23-25, 2008 in Springfield, Missouri

Dear Chief King,

On behalf of the Missouri Chapter of Midwest Gang Investigators Association, I wish to express our appreciation to Detective Pat Word, who spoke at our MGIA state gang conference in Springfield, Missouri. Det. Word provided an excellent presentation on Interrogation/Interviews of Gang Members, and we wish to commend him for his efforts.

The presentation given by Det. Word was timely and informative. His presentation was extremely well received by the 200 attendees, and the comments and evaluations by attendees were overwhelmingly positive. Det. Word represented your agency in a most professional and positive manner.

The MGIA has approximately 2,500 members in ten Midwestern states, including the state of Missouri. Members of MGIA include criminal justice professionals in federal, state, county and local departments. We are happy to assist in any way regarding street gang issues, training, inquiries, etc.

Please extend our appreciation to Det. Word for his outstanding assistance in this training conference.

Sincerely,

David Starbuck - President
Midwest Gang Investigators Association – MO Chapter
P.O. Box 10537
Kansas City, MO 64188
Phone (816) 668-8968

CC: Pat Word



Department of Public Safety and Correctional Services

Police and Correctional Training Commissions
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(410) 875-3400 • FAX (410) 875-3582 • V/TTY (800) 735-2258 • E-MAIL: mailbox@mpctc.net

STATE OF MARYLAND

MARTIN O'MALLEY
GOVERNOR

ANTHONY G. BROWN
LT. GOVERNOR

GARY D. MAYNARD
SECRETARY

G. LAWRENCE FRANKLIN
DEPUTY SECRETARY

COL. TERRENCE B. SHERIDAN
CHAIR
POLICE TRAINING COMMISSION


GARY D. MAYNARD
CHAIR
CORRECTIONAL TRAINING COMMISSION

PATRICK L. BRADLEY
EXECUTIVE DIRECTOR

RAYMOND A. FRANKLIN
EXECUTIVE ASSISTANT DIRECTOR

LEE E. GOLDMAN
DEPUTY DIRECTOR

TO: Chief John King
Gaithersburg Police Department

FROM: Theresa Satterfield, Administrator
Executive Development Institute 

DATE: November 20, 2008

RE: Successful Completion

This memorandum will serve as verification of the attendance and successful completion of the three day Leadership School Program conducted by the Training Commissions November 12-14, 2008 in Sykesville, Maryland. The program approval number is P-11135 and was approved for 21 hours of training.

The following individual(s) from your department participated and scored the following:

NAME	CERTIFICATION#	SCORE
John Leache	139860	100%
Mary R. Whalen	5401	100%

The certificate of successful completion is attached. Please forward along with our "Congratulations!".

Thank you for your interest and participation in this program. If we can be of any further assistance, please feel free to contact our office at any time.

TMS/jc
Enclosure

LEADERSHIP SCHOOL

Certificate of Successful Completion

Presented to

Mary R. Whalen

By

*The Police and Correctional Training Commissions,
for your participation in the above Executive Development program
held on November 12-14, 2008*



Patrick L. Bradley

EXECUTIVE DIRECTOR

Theresa M. Satterfield

EXECUTIVE DEVELOPMENT ADMINISTRATOR

LEADERSHIP SCHOOL

Certificate of Successful Completion

Presented to

John Leache

By

*The Police and Correctional Training Commissions,
for your participation in the above Executive Development program
held on November 12-14, 2008*



Patrick L. Bradley
EXECUTIVE DIRECTOR

Theresa M. Satterfield
EXECUTIVE DEVELOPMENT ADMINISTRATOR