



Mayor and City Council

Council Chambers
www.gaithersburgmd.gov/meetings
16 South Summit Avenue
Gaithersburg, MD 20877

MINUTES Regular Session Monday, April 21, 2025, 7:30 PM

1. CALL TO ORDER

The Regular Session of the Mayor and City Council was called to order at 7:30 PM with Mayor Jud Ashman presiding.

Attendee Name	Title	Status	Arrived
Jud Ashman	Mayor	Present	
Yamil Hernández	Council Vice President	Present	
Neil Harris	Council Member	Present	
Lisa Henderson	Council Member	Present	
Jim McNulty	Council Member	Absent	
Robert Wu	Council Member	Present	

Staff present: City Manager Briley, City Attorney Johnson, City Clerk Jones, Assistant City Manager Lonergan-Seeger, Director of Public Works and Engineering Fields, Environmental Services Division Chief Schumm, Project Engineer Deibert, Director of Planning and Code Administration Mann, Long Range Planning Manager Robinson, Planner II Mehfoud, Chief of Police Sroka, Police Lieutenant Delgado, Police Corporal Loiodice, Police Sergeant Rice, Community Services Division Manager Nicolosi, Senior Program Coordinator, Grants Management Armbruster, and Police Officer I Budd.

Planning Commission present: Hopkins, Kaufman, Wessell, Winbourne, and Rieg.

2. PLEDGE OF ALLEGIANCE

The Pledge was led by Danny Winbourne, Planning Commissioner.

3. REFLECTION

Mayor Ashman called for a moment of silence. Expressed condolences on the passing of Pope Francis.

4. APPROVAL OF MINUTES

A. Regular Session held April 7, 2025

Motion was made to approve the above minutes.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Neil Harris, Council Member
SECONDER:	Yamil Hernández, Council Vice President
FOR:	Hernández, Harris, Henderson, Wu
ABSENT:	McNulty

5. CONSENT

A. Resolution of the Mayor and City Council Authorizing the City Manager to Negotiate and Enter into a Contract for On-Call Aboveground Stormwater Management Infrastructure Maintenance and Repair Construction Services

This resolution authorized the City Manager to negotiate and enter into annual renewable contracts for the Services with Environmental Quality Resources, LLC, 2391 Brandermill Boulevard, Suite 301, Gambrills, Maryland 21054; and Patriot Land & Wildlife Management Services, Inc., 19801 Darnestown Road, Beallsville, Maryland 20839, with the total amount of individual annual Task Orders issued to each contractor ranging from a minimum of Zero Dollars (\$0) to the overall total annual amount not to exceed One Million Dollars (\$1,000,000); with said funds to be expended from the Stormwater Fund.

Motion was made to approve the Consent agenda.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Yamil Hernández, Council Vice President
SECONDER:	Neil Harris, Council Member
FOR:	Hernández, Harris, Henderson, Wu
ABSENT:	McNulty

6. APPOINTMENTS

A. Resolution of the City Council Confirming Appointments to the Community Advisory and Police Advisory Committee

This resolution confirmed appointments made by the Mayor to the Community Advisory Committee: LaTosha Arnold-Washington, Gaithersburg Community, Amanda Lorman, Kentlands, LeoNard Thompson, Diamond Farms, two-year terms; Police Advisory Committee: Andrew Messick, Gateway Commons, two-year term.

Motion was made to approve the above resolution.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Lisa Henderson, Council Member
SECONDER:	Neil Harris, Council Member
FOR:	Hernández, Harris, Henderson, Wu
ABSENT:	McNulty

7. PRESENTATIONS

A. 2025 Legislative Session Delegation Briefing

Representatives from District 17 (Senator Kagan and Delegates Palakovich Carr, Spiegel, and Vogel) and District 39 (Delegate Wims and a representative for Delegate Lopez) delegations briefed the Mayor and City Council on their individual and collective efforts during the 2025 Legislative Session of the Maryland General Assembly. The Mayor and City Council thanked everyone for representing the City.

Mayor Ashman mentioned that this was a difficult session.

Council Member Wu questioned if the structural deficit would remain moving forward. Delegate Spiegel stated that they are trying to prepare for whatever may come, but there is no telling what the future holds.

Council Member Hernández questioned how the public could get more information on everything that was discussed. Delegate Palakovich Carr stated that each Delegate release an end of session letter that is available to the public. Mentioned that their legislative Affairs team puts together a 90-day summary which is available on the Maryland General Assembly's website.

Council Member Harris mentioned that he had questioned the cost of electricity in Maryland compared to surround states at the last Regular Session. Stated that Delegate Spiegel informed him of the actions being taken to lower costs for residents.

B. Proclamation of the Mayor and City Council Designating the Week of Sunday, April 20, through Sunday, April 27, 2025, as "Day of Remembrance" in the City of Gaithersburg

Mayor Ashman was joined by Council Member Neil Harris to issue a proclamation designating the week of Sunday, April 5 through Sunday, April 27, 2025, as "Days of Remembrance" in the City of Gaithersburg. The Days of Remembrance is an annual eight-day period designated by the United States Congress to help citizens remember and draw lessons from the Holocaust. The period normally begins on the Sunday before the Jewish observance of Yom Hashoah, Holocaust Remembrance Day, and continues through the following Sunday. A National Civic Commemoration is held in Washington, D.C. with state, city, and local ceremonies and programs held in most of the fifty states. The United States Holocaust Memorial Museum was created as a permanent living memorial to the victims and provides materials to help support remembrance efforts.

8. PUBLIC COMMENTS

1. *Russell Kennedy, 8 Russell Avenue*, stated that he reached out to the Olde Towne Advisory Committee but never heard back. Gave kudos to Project Engineer Kyle for speaking with him about the concerns he expressed regarding pedestrian safety.

Economic Development Manager Disque stated that she will resend the information that was provided.

There were no other speakers from the public.

9. JOINT PUBLIC HEARINGS**A. Z-9928-2024 Gateway Lakeforest: Zoning Map Amendment to Rezone 481 N Frederick Ave, 101 Lakeforest Blvd, and 702 Russell Ave from the C-2 (General Commercial) Zone to the CD (Corridor Development) Zone and associated Schematic Development Plan**

Planner III Mehfoud was joined by Casey Cirner (Miles & Stockbridge), Brian Lang (417 Development LLC), Siti Abdul Raman (WDG Architecture), and Nancy Randall (Wells + Associates) to present the above for the joint public hearing.

An application has been submitted requesting approval of Zoning Map Amendment Z-9928-2024 with an associated schematic development plan. The application proposes to rezone 481 N Frederick Ave, 101 Lakeforest Blvd, and 702 Russell Ave, approximately 6.5 acres, from the C-2 (General Commercial) zone to the CD (Corridor Development) zone. The schematic development plan proposes to redevelop 481 N Frederick Ave and 101 Lakeforest Blvd with a new 8-story multi-family residential building with up to 410 units and ground floor commercial uses. The existing office building at 702 Russell Ave will remain with minor site edge improvements. This application was submitted in accordance with City Code Section 24-4.4 (H) "Application for CD Zone and schematic development plan approval."

The Mayor and City Council and Planning Commission thanked them for the presentation. Questions were asked and responses were provided:

- It was stated that 8 stories is higher than what would typically be seen in the City. What type of construction is being proposed? Representatives for the applicant stated that it would be type 1A construction for the podium and type 3A construction for the rest.
- Clarified that the traffic study did not include the intersections at Russell Avenue and Montgomery Village Avenue or Montgomery Village Avenue and 355. Director of Public Works Fields further clarified that those intersections were not included in the study due to scheduled improvement plans.
- Questioned why the retail was positioned on Russell Avenue rather than on the 355 side. It was stated that the location was based on the sloping topography of the site and the future development of the Lakeforest redevelopment site.
- Questioned the mix of units in the project and what conditions would cause the project to be scaled up or down. Stated that one of the two main driving factors for the height of the building was based on construction costs and the efficiency of the layout.
- What factors play into feasibility? Responded that the market study covers a lot of the factors that play into the mix of units proposed.
- Questioned the spread, in percentage, of Moderately Priced Dwelling Units (MPDU and Work Force Housing Units (WFHU). Planner III Mehfoud clarified that WFHU only applies to ownership properties, so the full 15% will be MPDUs.
- Questioned how sunlight will reach the proposed courtyard with 8 stories surrounding it. It was clarified that the courtyard is large compared to the height of the building.
- Requested more discussion and planning on pedestrian and mixed-use connectivity to the proposed Lakeforest redevelopment project.
- What plans are being made for existing tenants? Mentioned that the current buildings have been becoming functionally obsolete. Stated that tenants are slowly being moved to the 702 Russell Avenue building in preparation for the proposed project.

Speakers from the public:

1. *Spence Limbocker, Asbury resident and Gaithersburg Beloved Community Initiative Board Member*, expressed support for the proposed plan. Requested that the percentage of MPDUs be increased, as affordable housing is in high demand. Expressed concern in the lack of 3-bedroom units in the proposed project.
2. *Carmen Castro Conroy, Housing Initiative Partnership*, spoke on her work with low-income community members. Mentioned that most of her clients are unable to benefit from the City's MPDU program as they don't fall within the income range. Requested that the City work to address the affordable housing crisis.
3. *David Mullins, Gateway Apartments*, encouraged that the number of MPDUs be increased past the minimum requirements. Requested that 3-bedroom units be added to the proposed project.

There were no other speakers from the public.

Mayor Ashman clarified that the City cannot require an applicant to increase the number of available MPDUs in a proposed project past the minimum requirement.

Motion was made to hold the Planning Commission record open until 5 p.m. on May 23, 2025 (32 days), with anticipated recommendation on Wednesday, June 4, 2025.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Lloyd Kaufman
SECONDER:	Danielle Winborne
FOR:	Hopkins, Kaufman, Wessell, Winborne, Rieg

Motion was made to hold the Mayor and City Council record open until 5 p.m. on Friday, June 13, 2025 (53 days), with anticipated policy discussion and final action on Monday, July 7, 2025.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Yamil Hernández, Council Vice President
SECONDER:	Robert Wu, Council Member
FOR:	Hernández, Harris, Henderson, Wu
ABSENT:	McNulty

10. FROM MAYOR AND CITY COUNCIL

Robert Wu

1. Wished everyone a Happy Easter and Happy Earth Day.

Neil Harris

1. Announced that the City of Gaithersburg will hold two public meetings to invite comments on the use of Community Development Block Grant (CDBG) funding available to the City through the U.S. Department of Housing and Urban Development. The meetings will be held virtually via the Zoom webinar platform on Monday, April 28, 2025, 6 - 7 p.m., and Tuesday, April 29, 2025, 12 - 1 p.m.

Lisa Henderson

1. No report.

Yamil Hernández

1. Announced that the Mayor and City Council are seeking to fill a vacancy on the Board of Supervisors of Elections for one full member. For more information, visit the City's website or contact City Clerk Lia Jones.

Jud Ashman

1. Reminded everyone that the Gaithersburg Book Festival is scheduled for Saturday, May 17, 2025. More information may be found on the City's website.
2. Announced that the Mayor and City Council will not conduct a work session on Monday, April 28, 2025.
3. Announced that the next regular session of the Mayor and City Council will be held on Monday, May 5, 2025, 7:30 p.m., in the Council Chambers at 16 South Summit Avenue.

11. FROM THE CITY MANAGER

City Manager Tanisha Briley

1. No report.

12. ECONOMIC DEVELOPMENT UPDATE

Assistant City Manager Tom Lonergan-Seeger

1. No report.

13. ORDINANCES / RESOLUTIONS / REGULATIONS

A. Introduction of an Ordinance to Amend Chapter 14 of the City Code, Entitled, "Motor Vehicles and Other Traffic" by Amending Section 14-6, Entitled, "Method of Parking Generally," to Specify at Section 14-6(E), that While Driving Over Sidewalks Crossing Driveways is Permitted, Parking on Sidewalks Crossing Driveways is Not Permitted, and to Amend Section 14-7, Entitled, "Parking Prohibited at Specified Places," to Create Subsection (P) to Restrict Parking at Spaces Reserved for Plug-In Vehicles

Police Lieutenant Delgado presented the above ordinance for introduction. To maintain consistency with the Maryland Transportation Code and the Montgomery County Code, thereby ensuring enforceability, it is recommended that the Mayor and City Council adopt amendments to Chapter 14, Section 6 (e) and add Section 7 to the City Code. A summary of the proposed amendments:

- Revisions to the language of Chapter 14, Section 6 "Method of Parking Generally", Sub-Section (e) align the Ordinance with the Maryland Transportation Article and the Montgomery County Code. This amendment grants Parking Enforcement Officials and Police the authority to enforce said parking violations.
- The addition to Chapter 14, Section 7, "Parking Prohibited at Specified Places," aligns the Ordinance with the Maryland Transportation Article and the Montgomery County Code. This amendment grants Parking Enforcement Officials and Police the authority to enforce parking violations related to Electric Vehicle (EV) Plug-in parking spaces.

Police Lieutenant Delgado clarified that as long as signage is up to standards, the Gaithersburg Police Department will be able to enforce the restrictions at electric vehicle charging stations.

Motion was made to introduce the above ordinance and notify the public of a Public Hearing scheduled for Monday, May 19, 2025.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Yamil Hernández, Council Vice President
SECONDER:	Neil Harris, Council Member
FOR:	Hernández, Harris, Henderson, Wu
ABSENT:	McNulty

B. Resolution of the Mayor and City Council Authorizing the City Manager to Amend the Existing Contract to Increase the Budget for the CDBG-Funded Homeowner Repair Program

Since November 2023, the City has utilized its Community Development Block Grant (CDBG) funds to administer a Homeowner Repair Program for low- to moderate-income homeowners throughout the City of Gaithersburg. The program has proven to be successful, and Staff are recommending allocating more CDBG funds to the contractor, Rebuilding Together Montgomery County (RBT-MC). If approved, Staff will work with HUD to amend the FY24 Annual Action Plan to include the funds for home repair. Staff propose repurposing \$75,000 for RBT-MC; this reallocation would not constitute a substantial amendment with HUD, and RBT-MC predicts that the additional funding will allow them to serve 6-8 more households, with an average cost per home between \$7,500 and \$10,000.

Council Member Henderson requested that data be tracked on those over the age of 55 who take advantage of the program.

Motion was made to approve the above resolution.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Lisa Henderson, Council Member
SECONDER:	Yamil Hernández, Council Vice President
FOR:	Hernández, Harris, Henderson, Wu
ABSENT:	McNulty

14. POLICY DISCUSSIONS

A. Ordinance to Repeal and Replace Chapter 8 “Erosion and Sediment Control and Stormwater Management”

The purpose of the proposed repeal and replacement of Chapter 8 is to achieve compliance and consistency with current Environmental Protection Agency (EPA) and Maryland Department of the Environment (MDE) regulatory compliance policies, and interdepartmental City Code amendments and updates. An overview of the proposed changes includes: new definitions, clarification language, design standards and references, plan review deadlines, and changes to the Stormwater Program Manual.

The public hearing was advertised in The Washington Post and on the City’s Meeting Center on Thursday, March 6, 2025, and the public hearing was held on Monday, March 17, 2025. During the public hearing, there was one (1) public speaker. Staff received no additional testimony prior to the record closing on Monday, March 31, 2025.

Motion was made to approve the above resolution.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Neil Harris, Council Member
SECONDER:	Robert Wu, Council Member
FOR:	Hernández, Harris, Henderson, Wu
ABSENT:	McNulty

15. FROM CITY ATTORNEY / OTHER STAFF

City Attorney Frank Johnson
1. No report.

16. CORRESPONDENCE

A. Outside

17. ADJOURNMENT

There being no further business, the session was adjourned at 10:11 PM

Respectfully submitted,

Michelle Betancourt, Administrative Assistant III
Lia Jones, City Clerk

