



I'm looking for...



THE CITY OF

**GREENBELT**

MARYLAND

GOVERNMENT

COMMUNITY

BUSINESS

VISITING

I WANT TO...

May 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	01 Public Safety Advisory Committee, 7pm, CC Art Exhibition: Collages by Anna Fine Foer	02 Advisory Board Interview, CC, 7:40 PM Work Session - Recreation and Park Facilities Master Plan (CC), 8PM Art Exhibition: Collages by Anna Fine Foer	03 Free Produce Distribution Art Exhibition: Collages by Anna Fine Foer	04 Art Exhibition: Collages by Anna Fine Foer	05 Art Exhibition: Collages by Anna Fine Foer
06 Art Exhibition: Collages by Anna Fine Foer Community Art Drop-In Anniversary Production of Danger, 5:30pm, OGT	07 Budget Work Session - Recreation, MB, 7:30 PM Art Exhibition: Collages by Anna Fine Foer	08 Greenbelt Community Nursing Program Registration Art Exhibition: Collages by Anna Fine Foer	09 Advisory Planning Board, 7:30pm, CC Budget Work Session - Recognition Groups, CC, 7:00 PM Diaper Baby Mobile Wellness Program Registration Art Exhibition: Collages by Anna Fine Foer	10 Employee Relations Board, 7:30pm, Library (MB) Community Relations Advisory Board, 7:30pm, SHL Art Exhibition: Collages by Anna Fine Foer	11 Art Exhibition: Collages by Anna Fine Foer Art Shares	12 14th Annual Green Man Festival Donation Drop Off FREE Vermicomposting Kits, 11am-5pm, Roosevelt Center Art Exhibition: Collages by Anna Fine Foer Women's Social Ride, 11am, RC
13 14th Annual Green Man Festival FREE Vermicomposting Kits, 11am-5pm, Roosevelt Center Art Exhibition: Collages by Anna Fine Foer	14 Youth Advisory Committee, 5:30, YC Regular Meeting, MB, 8PM Art Exhibition: Collages by Anna Fine Foer	15 Budget Work Session - Community Services/Economic Development, MB, 7:30 PM Art Exhibition: Collages by Anna Fine Foer	16 Park and Recreation Advisory Board, 7:30 CC Closed Session - Personnel, MB (Library), following the budget work session Budget Work Session - Green Ridge House, Green Ridge House, 7:30 PM Art Exhibition: Collages by Anna Fine Foer	17 Art Exhibition: Collages by Anna Fine Foer	18 Art Exhibition: Collages by Anna Fine Foer Bike to Work Day, 6:30-8:30AM, GAFC Spring Skate Series	19 Victorious, 11am, OGT Art Exhibition: Collages by Anna Fine Foer Celebration Of Spring-will be held inside SHL Rec. Ctr.
20 Art Exhibition: Collages by Anna Fine Foer	21 Reel & Meal, 6:30pm, NDC Budget Work Session - Final Budget Review, MB, 7:30 PM FREE FAMILY AND FRIEND CAREGIVER SKILLS TRAINING - Session 1 FREE FAMILY AND FRIEND CAREGIVER SKILLS TRAINING - Session 2 Art Exhibition: Collages by Anna Fine Foer	22 Advisory Committee on Education (ACE) 7pm, MB Art Exhibition: Collages by Anna Fine Foer	23 Closed Session - Personnel, MB (Library), following the ACE Student Awards ACE Student Awards, MB, 7PM **** CANCELED**** Work Session - Advisory Group Chairs, CC, 8PM Art Exhibition: Collages by Anna Fine Foer	24 Forest Preserve Advisory Board, 7pm, MB Art Exhibition: Collages by Anna Fine Foer	25 Art Exhibition: Collages by Anna Fine Foer	26 Art Exhibition: Collages by Anna Fine Foer
27 Art Exhibition: Collages by Anna Fine Foer	28 Memorial Day Ceremony, 11am, Roosevelt Center No Meeting - Memorial Day Art Exhibition: Collages by Anna Fine Foer	29 Senior Citizens Advisory Committee, 3:30pm, CC Advisory Committee on Trees, 7pm, PW Regular Meeting - 2nd Public Hearing on FY 2019 Proposed Budget/Constant Yield Tax Rate, MB, 8PM Art Exhibition: Collages by Anna Fine Foer	30 Advisory Planning Board, 7pm, CC Work Session - SCMAGLEV, CC, 8PM Art Exhibition: Collages by Anna Fine Foer	31 Art Exhibition: Collages by Anna Fine Foer	01	02

Select Language | ▼



I'm looking for...



GOVERNMENT

COMMUNITY

BUSINESS

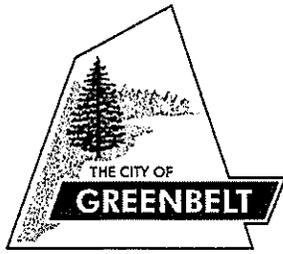
VISITING

I WANT TO...

June 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	01 Art Exhibition: Collages by Anna Fine Foer	02 National Trails Day Public Works Open House-RESCHEDULED! RESCHEDULED! Tour Greenbelt's Significant Trees Art Exhibition: Collages by Anna Fine Foer
03 Art Exhibition: Collages by Anna Fine Foer An Artful Afternoon	04 ULI TAP, SHL, 1:30 PM Interview Advisory Board, MB, 7:40 Regular Meeting - Budget Adoption, MB, 8PM	05 Public Safety Advisory Committee, 7pm, CC ULI TAP, SHL, 4:30 PM	06 Work Session, Anti-Harassment Policy, CC, 8PM	07	08	09 Donation Drop Off Native Bee House Workshop
10 MML Conference Art Shares	11 MML Conference	12 MML Conference	13 Advisory Planning Board, 7:30pm, CC MML Conference	14 Ethics Commission, 3:00 pm, Library (MB)	15 Summer Skate Series Family Fun Night at the Aquatic & Fitness Center, 8pm, GAFC	16
17	18 Regular Meeting, MB, 8PM	19	20 Park and Recreation Advisory Board, 7:30 CC Work Session, Green Ridge House Admission Policy, CC, 8PM	21	22	23 Donation Drop Off
24	25 No Meeting	26 Advisory Committee on Education (ACE) 7pm, MB	27 No Meeting	28 Forest Preserve Advisory Board, 7pm, MB Free Produce Distribution	29	30





## City Manager's Report Week Ending May 25, 2018

1. On April 5, Council was emailed the proposed City/University project list. I will forward the list to the University of Maryland's Center for Smart Growth if additional projects are not suggested by Tuesday evening.
2. In preparation for an upcoming appeal meeting requested by Mr. George Boyce, staff received four requests from Mr. Boyce. Attached is information from Mr. Pounds to Mr. Boyce. Staff is also working on the requested information from Council.
3. Green Ridge House suggestions and requests were forwarded to staff. A member of the GHI bike committee offered to connect potential daytime riders with the resident interested in the bike club.
4. Attached is information on the Greenbelt Lake Dam project. The State is requesting a letter from the City Manager instead of the engineer's letter requesting a schedule change. However, I'm advised that the City must wait on the request for the new letter before sending a letter.
5. The police chief recruitment progressed to the next phase. Springsted/Waters is evaluating and screening applications received by May 21, 2018. The recruiter will identify fifteen candidates for further consideration by the recruiter. As advertised in the notes, the position is open until filled.
6. Attached is correspondence between Acting Chief Kemp and various parties regarding police interaction with immigration officials.
7. Participated in negotiations for the Old Greenbelt Theatre's agreement. This was rescheduled due to last week's memorial services.
8. Participated in meetings with staff, City Solicitor, and outside counsel on personnel and legal matters.
9. The Public Works department installed "No Parking" signs in the Springhill Lake Recreation Center parking lot.
10. Included separately is information about recently enacted Montgomery County legislation regarding small cell towers.

11. Attached is a draft letter to Board of Education Representative Lupi Grady regarding the City's interest in using the athletic field at Greenbelt Middle School. Please review and provide any edits.
12. Attached is a draft letter to Congressman Hoyer's Office regarding HUD reimbursement for the Service Coordination program. Please review and provide any edits.
13. Assistant City Manager
  - a. Final budget work session preparation and follow-up.
  - b. Met with a United States Citizenship and Immigration Services official regarding plans for the Naturalization Ceremony on June 3.
14. City Treasurer
  - a. Prepared for and attended the final budget work session.
  - b. Completed State Department of Assessment questionnaires regarding the tax status of 10-A and 10-B Crescent (Museum). It was a routine and random selection of properties with tax exempt status.
  - c. Worked on notes from the final budget work session that will be included in the FY 2019 budget ordinances and other year end documentation.
15. Information Technology
  - a. Conference call with Paymentus re: contract.
  - b. Met with Paradyme interns re: Greenbelt Mobile app.
  - c. Met with UMD re: possible CAD consolidation.
  - d. Conference call with Laserfische vendor re: AWS cloud server connectivity.
  - e. Began installation of a new host server.
16. Prepared for regular meeting on May 29, budget work session on May 21 and work session on May 30.

cc: Department Heads

David Moran, Assistant City Manager

Mary Johnson, Human Resources Officer

Bonita Anderson, City Clerk

# ALEXANDER & CLEAVER

ATTORNEYS AT LAW

Professional Association

Gary R. Alexander <sup>MD, DC, VA, FL</sup>

James A. Cleaver <sup>MD, DC</sup>

Robert J. Garagiola <sup>MD, DC</sup>

Todd K. Pounds <sup>MD, DC</sup>

Jason A. DeLoach <sup>MD, DC</sup>

James K. McGee <sup>MD, DC</sup>

Whitney Cleaver Smith <sup>MD, DC, VA</sup>

David N. Hrudá <sup>MD</sup>

Jennifer S. Lancaster <sup>MD, DC</sup>

Maryland • District of Columbia • Virginia

Tele: (301) 292-3300 Fax: (301) 292-3264

www.alexander-cleaver.com

Toll Free: (800) 292-LAWS

11414 Livingston Road  
Fort Washington, MD 20744-5146

Offices:

Annapolis, MD

Rockville, MD

Cumberland, MD

La Plata, MD

Alexandria, VA

Government Relations Consultants:

Casper R. Taylor, Jr.

Hannah Powers Garagiola

Tyler W. Bennett

Maira Moynihan Cyphers

Davion E. Percy

Isaac N. Meyer

L. Alexandra Shull

Josh Howe

May 25, 2018

*Admitted to Practice in State*

## VIA EMAIL

George Boyce ([boyce.george.r@gmail.com](mailto:boyce.george.r@gmail.com))

7 Greenway Place

Greenbelt, MD 20770

RE: City of Greenbelt – Dog Prohibition on City Property -TRESPASS

Dear Mr. Boyce:

Pursuant to your recent request, the documents which you requested are being compiled and sent to you pursuant to your request through the Maryland Public Information Act.

Neither the laws of the State of Maryland or the ordinance for the City of Greenbelt provide any right of discovery in this matter to answer the questions that you presented.

If you have any questions with regard to this matter, please feel free to contact the undersigned.

Very truly yours,

Todd K. Pounds, Esq.

TKP/cal

If you have any questions in this matter, please feel free to contact the undersigned.

Very truly yours,

Todd K. Pounds, Esq.

TKP/cal

Cc: Nicole Ard, by email ([nard@greenbeltmd.gov](mailto:nard@greenbeltmd.gov))

## Anne Marie Belton

---

**From:** Jim Sterling  
**Sent:** Wednesday, May 23, 2018 12:54 PM  
**To:** Nicole Ard; David Moran; [tpounds@alexander-cleaver.com](mailto:tpounds@alexander-cleaver.com)  
**Cc:** Terri Hruby; Anne Marie Belton  
**Subject:** RE: FW: MDE Greenbelt Dam Letter

Nicole,

I would recommend we wait till we get the letter from the State and respond directly to what they ask for in the letter.

Jim

---

**From:** Nicole Ard  
**Sent:** Wednesday, May 23, 2018 12:46 PM  
**To:** Jim Sterling; David Moran; [tpounds@alexander-cleaver.com](mailto:tpounds@alexander-cleaver.com)  
**Cc:** Terri Hruby; Anne Marie Belton  
**Subject:** RE: FW: MDE Greenbelt Dam Letter

Jim/Todd,

Can we just draft a letter to the state based on the engineer's letter to the state and send it? If someone can get an electronic version of the engineer's letter and any updates I can sign that tomorrow. Please let me know if there are additional terms or conditions that are being imposed by the State.

Thank you,  
Nicole

---

**From:** Jim Sterling  
**Sent:** Tuesday, May 22, 2018 2:53 PM  
**To:** David Moran; Nicole Ard  
**Subject:** FW: FW: MDE Greenbelt Dam Letter

Nicole,

Please see email below from MDE.

Jim

**From:** Anna Sobilo-Ryzner -MDE- [<mailto:anna.sobilo-ryzner@maryland.gov>]  
**Sent:** Tuesday, May 22, 2018 11:36 AM  
**To:** Brian Davila, Charles P. Johnson & Associates, Inc.  
**Cc:** Jim Sterling  
**Subject:** Re: FW: MDE Greenbelt Dam Letter

Brian,

I am working on a letter requesting that the City Manager officially request an extension to the consent order. The letter will have to be approved by the Director Office as well as the Office of Attorney General. The City Manager should receive this official letter soon.

Thanks,  
Anna

On Mon, May 21, 2018 at 2:59 PM, Brian Davila, Charles P. Johnson & Associates, Inc. <[bdavila@cpja.com](mailto:bdavila@cpja.com)> wrote:

Anna,

I spoke to Jim Sterling who in turn spoke to the City Manager and they have no correspondence from MDE requesting that the City Manager officially request an extension to the consent order schedule to match the attached schedule.

Can you please resend to Jim Sterling and the City Manager?

Thanks

bkd

Brian Davila, Charles P. Johnson & Associates, Inc.  
Charles P. Johnson & Associates, Inc.  
301-434-7000 x170 | 301-806-0066 (mobile)

**From:** Brian Davila, Charles P. Johnson & Associates, Inc.  
**Sent:** Tuesday, April 03, 2018 1:00 PM  
**To:** 'Hal Van Aller -MDE-' <[hal.vanaller@maryland.gov](mailto:hal.vanaller@maryland.gov)>  
**Cc:** 'Jim Sterling' <[jsterling@greenbeltmd.gov](mailto:jsterling@greenbeltmd.gov)>; 'Anna Sobilo-Ryzner -MDE-' <[anna.sobilo-ryzner@maryland.gov](mailto:anna.sobilo-ryzner@maryland.gov)>  
**Subject:** MDE Greenbelt Dam Letter

Hal,

Attached please find our request for changing the phasing for the Greenbelt Lake Dam and an updated schedule to reflect the change.

Please call me if you have any questions.

Thanks

bkd

Brian Davila, Charles P. Johnson & Associates, Inc.  
Charles P. Johnson & Associates, Inc.  
301-434-7000 x170 | 301-806-0066 (mobile)

--

**Anna Sobilo-Ryzner**  
Maryland Dept. of the Environment  
Water and Science Administration  
Dam Safety Division  
1800 Washington Boulevard  
Baltimore, MD 21230

Phone (office): (410) 537-3524  
Phone (cell): (410) 299-3196  
Fax: (410) 537-3553  
anna.sobilo-ryzner@maryland.gov

[mde.maryland.gov/damsafety](http://mde.maryland.gov/damsafety)

[Click here](#) to complete a three question customer experience survey.

## Anne Marie Belton

---

**From:** Nicole Ard  
**Sent:** Friday, May 25, 2018 3:26 PM  
**To:** Anne Marie Belton  
**Subject:** Fwd: Chief Kemp, ? re: GPD policy on ICE detainers

Anne Marie,  
Please add to the Manager's Report.

Thank you,  
Nicole

Sent from my iPhone

Begin forwarded message:

**From:** Thomas Kemp <[tkemp@greenbeltmd.gov](mailto:tkemp@greenbeltmd.gov)>  
**Date:** May 22, 2018 at 1:59:42 PM EDT  
**To:** Nicole Ard <[nard@greenbeltmd.gov](mailto:nard@greenbeltmd.gov)>, David Moran <[dmoran@greenbeltmd.gov](mailto:dmoran@greenbeltmd.gov)>  
**Subject:** FW: Chief Kemp, ? re: GPD policy on ICE detainers

Nicole, David,

Please see Mr. Jeff Harrison's message and my response below regarding ICE Detainers.

Thanks,  
Tom

---

**From:** Thomas Kemp  
**Sent:** Tuesday, May 22, 2018 1:53 PM  
**To:** 'Jeff Harrison'  
**Subject:** RE: Chief Kemp, ? re: GPD policy on ICE detainers

Hello Jeff,

It is always a pleasure to hear from you. Sorry I am getting back to you so late. I was out of town for a few days for a family funeral service.

I am looking forward to seeing you this evening during the Citizen's Academy judgmental shooting instructional exercise. That is usually a great experience.

Regarding your question – it is still Interim Chief, though my hat remains in the ring for the permanent job. Time will tell.

I very much appreciate your information below. As you know we have discussed and I am aware of most of the material you have presented. The points and data you share are salient and certainly compelling. I understand and very much appreciate your position regarding the subject. Treating all persons fairly and legally while respecting their rights and dignity is paramount to me and this Agency. The City has been reviewing the matter of ICE detainers for some time. As you are aware, due to the relative complexity of the situation Greenbelt is not alone in working to find a properly balanced

approach to the situation. Like you, I am glad to see the matter receiving the important attention it deserves.

It still remains the practice of our Department to contact ICE when notice of a detainer is received from a standard computer check. This said, it is my understanding that the last time this occurred was December of 2015 though I am currently checking to confirm that. If ICE does confirm the detainer and advises that they will come pick up the individual we will hold/detain the individual on the detainer without an additional warrant for what is determined to be a reasonable amount of time. It is estimated that we would not hold the person beyond 8 hours. Beyond transporting the individual to DOC facilities in the past - when they still accepted those with such detainers, I do not believe we transported to any other locations.

I will ensure that the comprehensive information you have shared with me below is both reviewed by Police Command Staff and forwarded to the City Manager for continued Senior City Staff, City Attorney and Council examination.

Thank you again and see you soon,  
Tom

**From:** Jeff Harrison [<mailto:jeff6836@gmail.com>]  
**Sent:** Thursday, May 17, 2018 3:16 PM  
**To:** Thomas Kemp  
**Subject:** Chief Kemp, ? re: GPD policy on ICE detainers

Dear Chief Kemp,

This is to verify what I think I heard you say in the city council meeting on 5/14/2018. I was surprised.

-In that meeting, did you say that it is the policy of the Greenbelt Police Department (GPD) to honor ICE detainer requests without an accompanying judicial warrant?

--If so, would GPD, solely on the basis of the ICE detainer request, hold the individual at the police station to await ICE pick-up? For how many hours maximum? Optionally, would GPD transport the individual to another location for hand-over to ICE? A case may occur in the next broken-tailight traffic stop today, so GPD needs to be ready.

--I believe that you are aware that the county DOC, the Maryland Attorney General, and several courts have all said that it may be a violation of the Fourth Amendment of the United States Constitution for a local law-enforcement agency to detain someone based on an ICE detainer request without a judicial warrant or probable cause that a crime was committed. Every human being present in the USA has United States constitutional rights. An immigrant may have a record in the NCIC database, or other database, without evidence of a crime being committed. ICE has made mistakes and has even detained hundreds of United States citizens over the last few years! The involvement of a judge reduces the chance of mistaken identity, false accusation, sloppy investigation, false imprisonment, and other miscarriages of justice. Each Greenbelt police officer takes an oath to support the United States constitution and the Maryland constitution.

-I notice that DHS/ICE, in addition to the immigration detainer form, confusingly now have their own internal documents they call warrants: "Warrant for Arrest of Alien" and "Warrant of Removal/Deportation." These documents are signed by DHS/ICE employees, not by judges

outside of DHS/ICE. These documents are not judicial warrants describing probable cause that a named person has committed a crime.

-Kindly respond and verify that, per current policy and practice, GPD will honor ICE detainer requests without an accompanying judicial warrant.

-I would be happy to talk with you by phone, or meet in-person, if you would like.

Thank you for your time and consideration.

Sincerely,  
Jeff Harrison  
240-604-4475, cell/text, 9 a.m. to 9 p.m.  
[Jeff6836@gmail.com](mailto:Jeff6836@gmail.com)

-----  
Maryland AG guidance, May 2017,  
summary: <http://www.marylandattorneygeneral.gov/press/2017/050417.pdf>  
Maryland AG guidance, May 2017, full  
document: [http://www.marylandattorneygeneral.gov/Reports/Immigration\\_Law\\_Guidance.pdf](http://www.marylandattorneygeneral.gov/Reports/Immigration_Law_Guidance.pdf)

## Anne Marie Belton

---

**From:** Nicole Ard  
**Sent:** Friday, May 25, 2018 3:27 PM  
**To:** Anne Marie Belton  
**Subject:** Fwd: Questions regarding last Monday's council meeting

Anne Marie,  
Please add this to the Manager Report.

Thank you,  
Nicole

Sent from my iPhone

Begin forwarded message:

**From:** Thomas Kemp <[tkemp@greenbeltmd.gov](mailto:tkemp@greenbeltmd.gov)>  
**Date:** May 21, 2018 at 7:19:16 PM EDT  
**To:** Nicole Ard <[nard@greenbeltmd.gov](mailto:nard@greenbeltmd.gov)>, David Moran <[dmoran@greenbeltmd.gov](mailto:dmoran@greenbeltmd.gov)>  
**Cc:** Beverly Palau <[bpalau@greenbeltmd.gov](mailto:bpalau@greenbeltmd.gov)>  
**Subject:** Fwd: Questions regarding last Monday's council meeting

Nicole, David,

Please see my responses below to Diane Oberg regarding her follow-up questions for the News Review regarding the Ice Detainer subject from last Monday's Council meeting.

Thanks,  
Tom

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

**From:** Thomas Kemp <[tkemp@greenbeltmd.gov](mailto:tkemp@greenbeltmd.gov)>  
**Date:** 5/21/18 7:07 PM (GMT-05:00)  
**To:** [dcarolo207@outlook.com](mailto:dcarolo207@outlook.com)  
**Subject:** Fwd: Questions regarding last Monday's council meeting

Diane,

Please see the below information as requested.  
Thank you,  
Tom

Sent from my Verizon, Samsung Galaxy smartphone

Hello Diane,

It is a pleasure to hear from you. I hope you have been well.

Please see my responses to your questions below. I am sorry that I'm getting them to you a bit after you requested. I have been out of town for a family matter and just returned late last night.

If you have any further follow-up questions or require any additional information please feel free to contact me direct anytime.

Thank you,

Tom

Sent from my Verizon, Samsung Galaxy smartphone

I made the mistake of trying to cover last week's meeting from the cablecast, which had severe audio issues.

Could you please provide me the following information:

- T. Kemp's written remarks, if he was reading from notes - Since the item came up in Other Business I was not as prepared as I normally would have been so I was working rather off the cuff with no notes. As I stated and you noted, the information I was presenting was based on my memory of the subject at the time. I tried to be clear that especially the numbers were just my recollection and likely not fully accurate.
- Can you confirm the statistics in terms of the number of ICE detainees received over the past 10 years and how many of those individuals were picked up by ICE. - Our research indicates that GPD Officers have encountered ice detainees through routine warrant checks 12 times between 2010 and 2015, with the last detainee being encountered in December of 2015. I wish to insert the caveat here that to my knowledge we have not run into any more since our research was conducted on the matter about a year ago however we will need to check again to be sure. Upon calling ICE regarding those 12 detainees, ICE responded to pick up the individuals six times.
- Confirm that except for the standard battery of computer checks referred to by Chief Kemp, that the city takes no other measures to ascertain that a detainee exists for an individual or otherwise relating to a person's immigration status. - That is correct.
- Capt. Kemp referred to contacting federal immigration authorities to assist police with Human trafficking. Can you explain what kinds of contacts police may make for this purpose, how they do so and what federal agencies would be involved. - When our Department investigates and serves warrants at businesses which may be using sex workers we contact ICE in order to make sure the workers are not being trafficked as sex

slaves. We do this to help make sure we can identify, remove and offer all assistance possible to any such workers potentially being forced to participate in such activity

- Can you confirm that about half the time, when contacted, ICE declines to pick up the person. - That has been our general experience. I cannot speak to ICE's rate of response with other jurisdictions.
- Apparently speaking from memory, Capt. Kemp said that the length of time that Greenbelt Police will hold an individual for ICE was 8 hours. Can you confirm or correct that number? - The Department uses a reasonableness standard regarding such detentions. It is estimated that a maximum of 8 hours would be our standard practice.

I appreciate any assistance you can provide on this issue. If possible, could I have your response by 2 pm tomorrow?

Diane Oberg

Greenbelt News Review

Sent from [Mail](#) for Windows 10

May 24, 2018

The Honorable Lupi Grady  
Prince George's County Board of Education  
14201 School Lane  
Upper Marlboro, MD 20772

Dear Board Member Grady:

The City has worked with Prince George's County Public Schools (PGCPS) to allow the City access to the ball fields for local youth sports organizations during non-school hours since before the new Greenbelt Middle School opened. Over that time there have been off and on deliberations and negotiations which have moved from very broad access, prior to the implementation of the PGCPS middle school athletic program, to limited access based on times when the school athletic programs were not using the space. Additionally, through discussions with PGCPS staff, football activities were prohibited because it was felt this type of activity was detrimental to the general conditions of the field.

The most recent discussions were in 2016. At that time, access to the space was limited, the type of use was limited and the PGCPS was seeking fees for use even though the City was willing to cover cost for some seasonal field maintenance such as aeration, seeding and fertilizer. The City remains interested in gaining access to the field for local youth sports activities and acknowledges that school uses, including the middle school athletic program, should have priority for use. However, fees for use seem disproportionate if the City is willing to cover some costs for general maintenance. Further, it is believed that additional field maintenance would serve to improve the current conditions of the field making it more usable for all interested users.

The City Council seeks your assistance in resuming this dialogue and reaching an equitable agreement which allows the City to access these fields when they are not being used for school athletic programs.

Sincerely,

Emmett V. Jordan  
Mayor

cc: City Council  
Joe McNeal, Assistant Director of Recreation

May 24, 2018

Daryl Pennington  
Office of Congressman Steny H. Hoyer  
6500 Cherrywood Lane, Suite 310  
Greenbelt, MD 20770

Re: MFSC176161-01-01

Dear Ms. Pennington:

The City of Greenbelt has been a recipient of the Department of Housing and Urban Development's (HUD) Service Coordinator Grant since 2005. Each year the City is awarded a reimbursement grant to help offset the expenses associated with the Service Coordinator Program for Green Ridge House, a HUD Section 8 apartment building for low income and disabled adults and senior citizens owned by the City of Greenbelt. For the 2017 calendar year, which is the new fiscal year for the Service Coordination grant, the City of Greenbelt was awarded \$67,005.00. Please see the highlighted notice of award document marked Exhibit 2. The total was approved and awarded in two separate increments, \$40,203.00 – 7/13/2017 (Exhibit 1) and \$26,802.00 on 2/28/2018 (Exhibit 2). HUD has paid part 2 of the award but not the initial award of \$40,203.00 for funds expended by the City in 2017.

As the City's fiscal year draws to a close, any assistance that your office would be able to provide in expediting the 2017 grant award payment of \$40,203.00 would be greatly appreciated. The City has worked closely with our assigned HUD Grant Manager Debra Coker to move this process forward and she has been very supportive and professional, but to date the funds have not been released. Your attention to this matter would be greatly appreciated.

Sincerely,

Emmett V. Jordan  
Mayor

cc: City Council  
Christal Batey, Community Resource Advocate  
Liz Park, Director of Greenbelt CARES  
Nicole Ard, City Manager  
David Moran, Assistant City Manager  
Jeff Williams, City Treasurer

1. DATE ISSUED MM/DD/YYYY 07/13/2017	2. CFDA NO. 14.191	3. ASSISTANCE TYPE Block Grant
1a. SUPERSEDES AWARD NOTICE dated except that any additions or restrictions previously imposed remain in effect unless specifically rescinded		
4. GRANT NO. MFSC176161-01-00 Formerly	5. ACTION TYPE New	
6. PROJECT PERIOD From 01/01/2017	Through 12/31/2017	
7. BUDGET PERIOD From 01/01/2017	Through 12/31/2017	

The Department of Housing and Urban Development  
**THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**  
 451 7th Street S W  
 Washington, DC 20410-0001

**NOTICE OF AWARD**

8. TITLE OF PROJECT (OR PROGRAM)  
 Green Ridge House Fiscal Year (FY) 2017 Service Coordinator in Multifamily Housing Grant Program

9a. GRANTEE NAME AND ADDRESS THE CITY OF GREENBELT 22 Ridge Rd Greenbelt, MD 20770-1758	9b. GRANTEE PROJECT DIRECTOR Mrs. CHRISTAL BATEY 22 Ridge Road 25 Crescent Road Greenbelt, MD 20770-2077 Phone: 240-542-2012
10a. GRANTEE AUTHORIZING OFFICIAL Mrs. CHRISTAL BATEY 22 Ridge Road 25 Crescent Road Greenbelt, MD 20770-2077 Phone: 240-542-2012	10b. FEDERAL PROJECT OFFICER Alicia Anderson 451 7th Street S.W., Washington, DC 20410 Phone: 2024025787

ALL AMOUNTS ARE SHOWN IN USD

11. AWARD COMPUTATION FOR GRANT	14. PROGRAM INCOME SUBJECT TO 45 CFR PART 74, SUBPART F, OR 45 CFR 92.25, SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:												
a. Amount of HUD Financial Assistance 40,203.00	<table border="1"> <tr> <td align="center" colspan="2">b</td> </tr> <tr> <td>a.</td> <td>DEDUCTION</td> </tr> <tr> <td>b.</td> <td>ADDITIONAL COSTS</td> </tr> <tr> <td>c.</td> <td>MATCHING</td> </tr> <tr> <td>d.</td> <td>OTHER RESEARCH (Add / Deduct Option)</td> </tr> <tr> <td>e.</td> <td>OTHER (See REMARKS)</td> </tr> </table>	b		a.	DEDUCTION	b.	ADDITIONAL COSTS	c.	MATCHING	d.	OTHER RESEARCH (Add / Deduct Option)	e.	OTHER (See REMARKS)
b													
a.		DEDUCTION											
b.		ADDITIONAL COSTS											
c.	MATCHING												
d.	OTHER RESEARCH (Add / Deduct Option)												
e.	OTHER (See REMARKS)												
b. Less Unobligated Balance From Prior Budget Periods 0.00													
c. Less Cumulative Prior Award(s) This Budget Period 0.00													
d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION 40,203.00													
12. Total Federal Funds Awarded to Date for Project Period 40,203.00	15. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, HUD ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:												
13. RECOMMENDED FUTURE SUPPORT (Subject to the availability of funds and satisfactory progress of the project):	<table border="1"> <tr> <td>a.</td> <td>The grant program legislation cited above.</td> </tr> <tr> <td>b.</td> <td>The grant program regulations cited above.</td> </tr> <tr> <td>c.</td> <td>This award notice including terms and conditions, if any, noted below under REMARKS.</td> </tr> <tr> <td>d.</td> <td>HUD Grants Policy Statement including addenda in effect as of the beginning date of the budget period.</td> </tr> <tr> <td>e.</td> <td>45 CFR Part 74 or 45 CFR Part 92 as applicable.</td> </tr> </table> <p>In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.</p>	a.	The grant program legislation cited above.	b.	The grant program regulations cited above.	c.	This award notice including terms and conditions, if any, noted below under REMARKS.	d.	HUD Grants Policy Statement including addenda in effect as of the beginning date of the budget period.	e.	45 CFR Part 74 or 45 CFR Part 92 as applicable.		
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e.	45 CFR Part 74 or 45 CFR Part 92 as applicable.												
YEAR TOTAL DIRECT COSTS YEAR TOTAL DIRECT COSTS													
a. 2	d. 5												
b. 3	e. 6												
c. 4	f. 7												

REMARKS (Other Terms and Conditions Attached -  Yes  No)

GRANTS MANAGEMENT OFFICER: Charles, Genger

16. OBJ CLASS 41000	17a. VENDOR CODE 526000793	17b. EIN 526000793	18. DUNS 077788933	19. CONG. DIST. 05
FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	AMT ACTION FIN ASST	APPROPRIATION
20. a. SC1720	b. MFSC176161	c. MFSC	d. \$40,203.00	e.
21. a.	b.	c.	d.	e.
22. a.	b.	c.	d.	e.

Exhibit 2.

1. DATE ISSUED MM/DD/YYYY 02/28/2018	2. CFDA NO. 14.191	3. ASSISTANCE TYPE Block Grant
1a. SUPERSEDES AWARD NOTICE dated 07/13/2017 except that any additions or restrictions previously imposed remain in effect unless specifically rescinded		
4. GRANT NO. MFSC176161-01-01 Formerly	5. ACTION TYPE Post Award Amendment	
6. PROJECT PERIOD From 01/01/2017	Through 12/31/2017	
7. BUDGET PERIOD From 01/01/2017	Through 12/31/2017	

THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

451 7th Street S W  
Washington, DC 20410-0001

NOTICE OF AWARD

8. TITLE OF PROJECT (OR PROGRAM)  
Green Ridge House Fiscal Year (FY) 2017 Service Coordinator in Multifamily Housing Grant Program

9a. GRANTEE NAME AND ADDRESS THE CITY OF GREENBELT 22 Ridge Rd Greenbelt, MD 20770-1758	9b. GRANTEE PROJECT DIRECTOR Mrs. CHRISTAL BATEY 22 Ridge Road 25 Crescent Road Greenbelt, MD 20770-2077 Phone: 240-542-2012
10a. GRANTEE AUTHORIZING OFFICIAL Mrs. CHRISTAL BATEY 22 Ridge Road 25 Crescent Road Greenbelt, MD 20770-2077 Phone: 240-542-2012	10b. FEDERAL PROJECT OFFICER Alicia Anderson 451 7th Street S.W., Washington, DC 20410 Phone: 2024025787

ALL AMOUNTS ARE SHOWN IN USD

11. AWARD COMPUTATION FOR GRANT	14. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, HUD ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING: a. The grant program legislation cited in remarks or attachment below. b. The grant program regulations cited in remarks or attachment below. c. This award notice including terms and conditions, if any, noted below under REMARKS In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of this award by the grantee acknowledges acceptance of these terms and conditions.		
a. Amount of HUD Financial Assistance 67,005.00			
b. Less Unobligated Balance From Prior Budget Periods 0.00			
c. Less Cumulative Prior Award(s) This Budget Period 40,203.00			
d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION 26,802.00			
12. Total Federal Funds Awarded to Date for Project Period 67,005.00			
13. RECOMMENDED FUTURE SUPPORT (Subject to the availability of funds and satisfactory progress of the project):			
YEAR	TOTAL DIRECT COSTS	YEAR	TOTAL DIRECT COSTS
a. 2		d. 5	
b. 3		e. 6	
c. 4		f. 7	

REMARKS (Other Terms and Conditions Attached -  Yes  No)

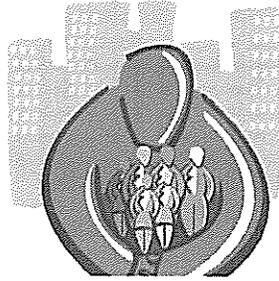
MD39HS04003

GRANTS MANAGEMENT OFFICER: Wade, Dana T.

15. OBJ CLASS 41000	16a. VENDOR CODE 526000793	16b. EIN 526000793	17. DUNS 077788933	18. CONG. DIST. 05
FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	AMT ACTION FIN ASST	APPROPRIATION
19. a. SC1720	b. MFSC176161	c. MFSC	d. \$26,802.00	e.
20. a.	b.	c.	d.	e.
21. a.	b.	c.	d.	e.

## CITY NOTES

### Greenbelt CARES



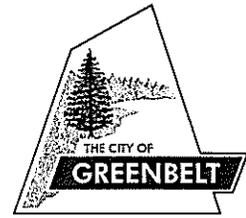
### Week Ending May 25

Judye Hering gave 3 presentations to students attending Springhill Lake Elementary School for Career Day on Monday. The purpose of the presentations was to tell students about Greenbelt CARES, the Vocational/Educational Program, introduce students to the world of work and discuss the importance of a good education.

# WEEKLY REPORT

## Planning and Community Development

Week Ending: Friday, May 25, 2018



*The following items highlight the various activities of the staff of Planning and Community Development for the past week.*

### **CODE ENFORCEMENT**

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<i>Commercial Properties:</i>	<i>Several suites in Hanover Office Park and 121 Centerway were re-inspected.</i>
<i>Apartments:</i>	<i>Glen Oaks Apartments were annually inspected.</i>
<i>Rental Property:</i>	<i>Seven rentals were annually inspected; and Fifteen rentals were re-inspected.</i>
<i>Windshield Inspections:</i>	<i>Lastner Lane in Boxwood, Morrison Drive in Windsor Green, Somerset Court in Greenbrook Village and Vanity Fair Drive in Belle Point were observed for defective gutters, flaking/peeling paint, tall grass and weeds – door hangers were left; and Greenhill Road in Boxwood, Lakecrest Circle in Charlestowne Village, and Morrison Drive and South Ora Court in Windsor Green were re-inspected and three municipal infractions were issued.</i>
<i>Complaints:</i>	<i>Two complaints were logged regarding a wet ceiling with mold, mice and roach infestation and an inoperable AC/heat system; 6000 Blk Breezewood Drive was inspected; and Two prior complaints were re-inspected.</i>
<i>Permits:</i>	<i>Nine permits were approved and issued.</i>
<i>Animal Control:</i>	<i>One cat was adopted; Two stray kittens and two stray dogs were impounded; One cruelty case was investigated; Two snapping turtles were removed from road way; and Responded to two reports of dogs locked in vehicles.</i>

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*Meetings:* **Staff Attended:**

*City Council work session on budget; and  
Department Head's meeting.*

**Staff Met With:**

*M-NCPPC staff on WMATA trail;  
Human Resources Director on personnel matter; and  
Representatives of proposed development proposal for vacant  
parcel adjacent to Capitol Cadillac.*

**Staff Participated:**

*Conference call on WMATA trail.*

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**Planning Projects:** *Reviewed proposed subdivision and regulations, and prepared  
agenda comments;*

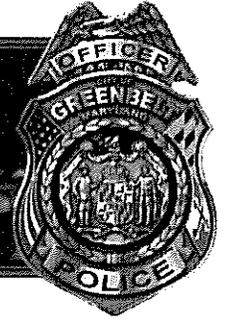
*Processed invoices for payment;*

*Submitted credit card reconciliation report;*

*Responded to questions about Boxwood waterline replacement  
project; and*

*Reviewed Community Planner I & II job applications.*

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# CRIME REPORT

MAY 23, 2018

This activity report is provided as a public service to the community. It is intended to give an overview of the criminal activity within Greenbelt and is not a complete listing of all events and crime reported to the Greenbelt Police Department. The Weekly Activity Report is also available online at:

[www.greenbeltmd.gov/police](http://www.greenbeltmd.gov/police)

The Greenbelt Police Department and Crime Solvers are offering a reward of up to \$1,000 for information leading to the arrest and conviction of the person(s) responsible for any of the unsolved crimes reported in this report. Call 1-866-411-TIPS to report any information you may have. You can remain anonymous.

**Additionally, you can anonymously report suspected drug activity in your neighborhood by calling our Drug Tip Line: 240-542-2145.**

## CENTER CITY

05/17 5:05 P.M.	Area of Crescent Road and Lastner Lane. DWI/DUI arrest. Ronnie Marie Corey, 43, of Greenbelt was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges during the investigation of a traffic accident. The suspect was released on citations pending trial.
05/23 6:50 P.M.	37 court Ridge Road. Burglary. A tan Takara brand bicycle was taken from an open garage.

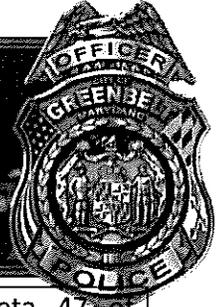
## FRANKLIN PARK/BELTWAY PLAZA/GREENBELT STATION/CAPITOL OFFICE PARK/METRO

05/21 10:45 A.M.	5800 block Cherrywood Lane. Burglary arrest. Anthony Marcel Hall, 26, of Greenbelt was arrested and charged with 4 <sup>th</sup> Degree Burglary after a maintenance worker found him in a vacant apartment. The suspect fled the scene, but was located in the basement of the apartment and arrested. The suspect was transported to the Department of Corrections for a hearing before a District Court Commissioner.
05/22 9:59 P.M.	8000 block Greenbelt Station Parkway. Burglary. Two blue Schwinn mountain bikes were taken from a fenced bike storage area.



**A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY**

# GREENBELT POLICE DEPARTMENT



05/21 7:45 P.M.	Area of Greenbelt Road and Kenilworth Avenue. DWI/DUI arrest. Luis Argueta, 47, of Hyattsville, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of being stopped for a traffic violation. The suspect was released on citations pending trial.
05/23 4:10 P.M.	6200 block Breezewood Drive. Theft. A parcel package was taken from the front stoop of a residence.

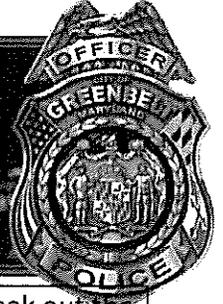
## GREENBELT EAST/GREENWAY SHOPPING CENTER

05/15 11:26 P.M.	7500 block Greenbelt Road. DWI/DUI arrest. Juan Gonzalez Mendez, 34, of Riverdale, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of being stopped for a traffic violation. The suspect was released on citations pending trial.
05/16 3:45 P.M.	7700 block Hanover Parkway. Theft. Unknown person(s) removed a parcel package from the front stoop of a residence.
05/17 10:10 P.M.	7500 block Greenbelt Road. Assault. The victim advised that the suspect was supposed to meet her in the parking lot to purchase a dog from her. Upon arriving on the scene, the suspect put the dog in his vehicle, pushed the victim up against her vehicle then threw money at her. The suspect then fled the scene. The money was less then he agreed to pay the victim. The victim was not injured. The suspect is described as a black male, 6'4", with black hair and brown eyes.
05/19 7:45 A.M.	7500 block Mandan Road. Burglary arrest. Derrick Toledo, 31, of Tacoma Park, MD was arrested and charged with 4 <sup>th</sup> Degree Burglary after he was found passed out in the living room of a residence. The victim advised that she had no idea who the suspect was or why he was in her residence. The suspect was transported to the Department of Corrections for a hearing before a District Court Commissioner.
05/20 1:26 P.M.	7400 block Greenbelt Road. Assault. The victims advise that they were shopping in the DTLR apparel store, where the two suspects were being disrespectful to one of the victims. One of the victims then said something to the suspects before both victims left the store. As the victims were walking to their vehicle the suspects assaulted them and then fled the scene. One of the victims refused treatment for a bloodied nose. The suspects are described as two black males, no further.



**A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY**

# GREENBELT POLICE DEPARTMENT



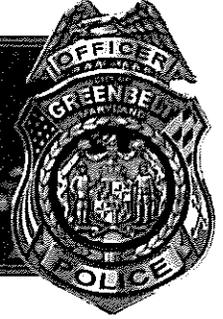
05/22	7700 block Hanover Parkway. Vandalism. Unknown person(s) used a rock to break out the bedroom window of a residence.
9:40 P.M.	

## Automotive Crime - City Wide

05/17	6100 block Breezewood Court. Vandalism to auto. Unknown person(s) broke a headlamp on a vehicle.
05/17	7200 block Hanover Parkway. Theft from auto. Unknown person(s) used unknown means to enter a locked vehicle and remove money and two cigarette lighters.
05/17	6200 block Springhill Drive. Recovered stolen auto. A 2017 Nissan Maxima 4-door, reported stolen to the Allentown, PA Police Department. No arrests.
05/19	200 block Lakeside Drive. Vandalism to auto. The victim advised that he observed the two suspects at his vehicle, with one of them sitting on the hood and the other suspect vandalizing one of the registration plates. The suspects then fled the area. The suspects are described as a black female, 5'2", with a thin build and a dark complexion and a black female, 5'2", with a thin build and a light complexion.
05/19	7800 block Emily's Way. Stolen auto. A 2016 Volvo XC70 4-door. The vehicle was recovered May 22 <sup>nd</sup> by the Metropolitan Police Department in the 600 block of 3 <sup>rd</sup> Street S.E. Washington, D.C. No arrests.
05/21	6400 block Ivy Lane. Theft from vehicles. Four tires and rims were taken from two vehicles.
05/21	7800 block Hanover Parkway. Theft from vehicle. Four tires and rims were taken from a vehicle.
05/21	7500 block Greenbrook Drive. Recovered stolen vehicle. A 2001 Ford Econoline van, reported stolen to the Howard County Police Department. No arrests.
05/22	5700 block Greenbelt Metro Drive. Theft from vehicle. Unknown person(s) broke out the right rear window and removed the stereo unit.
05/23	6400 block Ivy Lane. Attempt theft from vehicles. Officers responded to a report of a tampering in progress, with a witness reporting several subjects getting out of a vehicle and tampering with two vehicles in a parking lot. Upon arriving on the scene officers observed a vehicle fleeing the area at a high rate of speed. The suspects are described as a white male and two unknown males. The suspect vehicle is described as a burgundy Ford F250 pickup truck bearing California tags. One of the victim vehicles had the lug nuts removed from the tires. The second vehicle had the sunroof broken out.



**A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY**



# CRIME REPORT TALLY SHEET

WEEK OF MAY 23, 2018

The following list is comprised of the actual numbers of offenses reported during the week. Not all reports are included as narratives, only incidents of interest, unusual or public safety related items are included.

<u>GENERAL CRIMES</u>		<u>GENERAL CRIMES (CON'T)</u>	
Carjacking		Animal Bite (Found kitten)	1
Sex Offense (Suspects known to victims)	2	Disruption of School Activities	
Armed Robbery		Transporting a Handgun in a Vehicle	
Attempt Armed Robbery		Reckless Endangerment	
Strong Armed Robbery		Emergency Commitment Petition	2
Attempt Strong Armed Robbery		Missing Person	
Burglary	3	Fraud	
Attempt Burglary		Unattended Death	
Assault	3	Alcohol Violation	
Domestic		False Report	
Drugs		Harassment	
DUI/DWI	3	Field op (suspicious person)	2
Theft	9	Notification for other agency	
Vandalism (One suspect known to victim)	2		
Child Abuse	1	<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	1
Trespass		Recovered Stolen Vehicles	3
Disorderly Conduct		Recovered Stolen Tags	
Failure to Obey Lawful Order		Theft From Vehicles	4
Credit Card Offense		Attempt Theft From Vehicles	2
Telephone Misuse		Attempt Theft of Vehicle	
Counterfeit Money		Vandalism to Vehicles	2
Suspicious Person		Accidents	7



# *Department of Public Works*

## *Week Ending May 25, 2018*



### **ADMINISTRATION**

- Met with WSSC and WSSC's contractor regarding the water line project at Roosevelt Center.
- Continued inspection of roof HVAC project at the Aquatic and Fitness Center.
- Attended the Department Head's staff meeting.
- Met with the Theater Operator to discuss maintenance issues.
- Attended a meeting to discuss proposals received for RFP – Solar Photovoltaic Energy System to Offset Municipal Electricity Consumption.
- Attended a meeting to discuss the potential to earn additional funds and energy efficient light fixture replacements.

### **STREET MAINTENANCE/SPECIAL DETAILS**

- Picked up unwanted signs and checked for graffiti throughout the city.
- Pushed debris at the Northway Fields compost site.
- Cleaned storm drains and underpasses throughout.
- Scraped, prepared and painted curbs on Ridge Road.
- Trained on the new sweeper.
- Put up Farmers' Market banners.
- Installed new "No Parking" signs around the Springhill Lake Recreation Center parking lot.

### **HORTICULTURE/PARKS**

- Serviced citizens' chipper request's throughout the city.
- Continued cleaning landscape beds for planting of summer annuals.
- Continued weeding throughout the city.
- Cut grass throughout the city.

### **BUILDING MAINTENANCE**

- Installed a new gas range in the Adult Day Care at the Community Center.
- Repaired three toilets in the Adult Day Care at the Community Center.
- Finished monthly preventive maintenance on HVAC systems in all city buildings.
- Replaced the handicap button on the door at the Youth Center.

### **REFUSE/RECYCLING/SUSTAINABILITY**

- Collected 30.98 tons of refuse and 14.64 tons of recycling material.
- Attended the Solar Farm meeting with Jim Sterling, Brian Kim and Steve Skolnik.
- Attended the CMON meeting where we continued to strategize about the county's zoning re-write to include the types of composting we are doing.
- Attended COG's recycling meeting via webinar.

## **REFUSE/RECYCLING/SUSTAINABILITY (CONT'D)**

- Prepared agenda and materials for Green ACES/Team meeting and attended the meeting.
- Met with Rene' Sewell-Raysor and Anne Wallace from Franklin Park's Community Pride Committee to exchange ideas about Going Green in Franklin Park.
- Performed a site check at Schrom Hills Park for the National Trails Day volunteer event on June 2.
- Acquired and planted chestnut seeds from the American Chestnut Foundation. These trees will be allowed to grow for a season and will be planted next year.
- Prepared for and was the liaison for this month's Forest Preserve Advisory Board meeting.
- Made a street sign inventory map and menus for the Arc Collector app for the street crew to use. This should allow them to record the inventory and condition of street signs in the field in real time.
- Attended a meeting about the city's new phone app and provided input on what features could be useful for Public Works.

## **FLEET MAINTENANCE**

- Replaced the hydraulic tank on dump truck #125.
- Diagnosed the cranking system and replaced the battery in Police vehicle #854.
- Attended new street sweeper training.
- Spent the majority of the week doing inventory and cleaning shop.
- Worked on Police vehicle #879 performing preventative maintenance and diagnosing the HVAC system.
- Completed preventative maintenance Public Works cargo van #152.
- Installed a battery disconnect switch inside of Police unit #921 and replaced the drive belts.
- Installed tires and completed an oil change on Public Works vehicle #103.

# **Greenbelt Recreation Department**

## **Weekly Report**

### **Week Ending May 25, 2018**

#### **ADMINISTRATION:**

- Assistant Director of Programs served as Acting Director.
- Attended the final budget work session.
- Attended Department Head's staff meeting.
- Assistant Director of Programs reviewed FY 18 program budgets as the fiscal year comes to a close.
- Assistant Director of Programs met with RecTrac Administrator (Andrew Phelan) to discuss standard operating procedure as it relates to summer part-time staff.
- Assistant Director of Programs met with Supervisors to ensure Memorial Day weekend programs are covered.

#### **YOUTH CENTER/ SPRINGHILL LAKE/GREENBELT KIDS:**

- Spring classes and camp registration continued.
- Continued camp preparation with staff orientation planning, continuation of staff hiring process, supply orders and program planning.
- Classes were cancelled due to inclement weather. Staff and participants were notified, hotline updated, and make-up classes were scheduled.
- Summer Program registration began on May 14 for residents and May 21 for non-residents.
- Camp flyers were distributed to area schools.
- Mom's Morning Out staff, students and parents are preparing for the annual graduation ceremony planned for May 30 at the Old Greenbelt Theatre.
- Planning and preparation for Greenbelt Day Weekend events continued. A full weekend of events is planned for June 2 and 3.

#### **PARK RANGERS:**

- Low activity at the dog park due to weather and muddy conditions.
- Work order submitted for dog park back gate that is rusted and unable to close, which may lead to dogs getting out.
- Increase in Pokemon GO users at Buddy Attick Park.
- One good weather day attracted many users at both Schrom Hills Park and Buddy Attick Park, pavilion users were asked twice to turn down volume of music.
- No reports of unauthorized grills being used.
- Signage suggested in parks regarding respecting wildlife after Park Ranger witnessed a father allowing his young son to chase geese.

#### **AQUATIC AND FITNESS CENTER:**

- Outdoor pool opening for 2018 Summer Season on Saturday, May 26 at 10 am.
- In observance of Memorial Day on Monday, May 28, GAFC special hours of operation are: 8 am-8 pm for the indoor pool and hot tub; and 10 am-8 pm for the outdoor pool.
- GMST Open House and suit sizing will be held in the center's observation area.
- GAFC closed at 8 pm on Sunday, May 20 for In-Service staff training.
- Special Olympics Swim Club is scheduled to meet on Friday, May 25.
- Deep Water Aerobics celebrating end of session with pot luck luncheon.
- GAFC Swim Instructor(s) provided 9 private swim lessons and Aqua Training sessions (Friday-Thursday).

- Contractor delivered three HVAC units for the Fitness Wing.
- Prepared Fitness Wing to reopen on Friday at 5pm.

## **COMMUNITY CENTER:**

- The Spring/Summer Center Leader meeting was held on Wednesday evening with 22 staff in attendance. Facility procedures and policies were reviewed along with an equipment demonstration.
- Thanks to Public Works for performing floor maintenance in room 103.
- The US flag was lowered for respect for the victims of the Santa Fe, Texas school shooting and for the Baltimore County Police Officer killed in the line of duty.
- The facility hosted an American Red Cross Blood drive.
- Supervisor participated in a Maryland Recreation and Parks Association Education Committee meeting via conference call.
- Supervisor and Coordinator completed update of facility manuals.
- Supervisor conducted a Kitchen tour for a potential renter.
- Supervisor continued to field inquiries in regard to food operation rentals for the Commercial Kitchen. There have been 307 inquiries since April 2015. There are currently four food operations who received all permits and may rent the Kitchen.
- There were 7 facility reservations processed.
- There were 4 private rentals and 13 pattern rentals.
- The following free space groups received space: Greenbelt Concert Band, Golden Age Club, Greenbelt Soccer Alliance, Greenbelt Pottery, Friends of the Greenbelt Theatre, CCRIC, Green ACES and Girl Scouts #23007.
- The following City groups received space: Be Happy Be Healthy Yoga & Volleyball and GAIL.
- There was one free space group who no showed.

## **ARTS:**

- A panel of arts professionals met to evaluate applications for the Artist in Residence Program. Artists have been selected for the 2018/2019 residency year, beginning in July. Additional information will be announced following the City Manager's approval of their contracts and communications with all artists affected.
- Staff met with representatives of the American Legion Auxiliary to discuss arts opportunities for local veterans and military families.
- Ongoing activities include preparation for an Artful Afternoon on Greenbelt Day Weekend; Creative Kids camp activities; 80th Anniversary programming; and fall classes. Spring classes are winding down and evaluations are being collected. Both resident and non-resident registration is underway for summer classes.