

**CALENDAR**< PREVIOUS MONTH **DECEMBER 2018**NEXT MONTH >

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
25	26	27	28	29	30	1 10:00 AM <u>Festival Of Lights Juried Art And Craft Fair</u>
2 10:00 AM <u>Festival Of Lights Juried Art And Craft Fair</u> 10:00 AM <u>Greenbelt Farmers Market Outdoor Holiday Market</u>	3 7:00 PM <u>Work Session - University Square Outfall Restoration Project</u> 8:30 PM <u>Work Session - Public Safety with Chief Bowers</u>	4 7:00 PM <u>Arts Advisory Board</u> 7:00 PM <u>Advisory Committee on Education</u> 7:00 PM <u>Public Safety Advisory Committee</u>	5 5:00 PM <u>PGCMA Legislative Dinner</u>	6 2:30 PM <u>FREE Produce Distribution</u>	7	8 9:00 AM <u>Donation Drop-Off</u> 10:00 AM <u>Santa's Visit</u>
9	10 5:30 PM <u>Youth Advisory Committee</u> 8:00 PM <u>Regular Meeting</u>	11 <u>North Pole Calling</u> 10:00 AM <u>Free Confidential Memory Screenings</u> 6:00 PM <u>A Conversation About Homelessnes s in Your Community</u>	12 <u>North Pole Calling</u> 7:30 PM <u>Advisory Planning Board</u> 8:00 PM <u>Work Session - City-Wide Fiber Network/ City Manager Updates</u>	13 <u>North Pole Calling</u> 7:30 PM <u>Community Relations Advisory Board (CRAB) Meeting</u>	14	15 3:00 PM <u>Alice In Wonderland</u>

<p><b>16</b> 3:00 PM <u>Alice In Wonderland</u></p>	<p><b>17</b> 6:00 PM <u>City's Fall Legislative Dinner</u></p>	<p><b>18</b></p>	<p><b>19</b> 7:30 PM <u>Parks and Recreation Advisory Board</u>  8:00 PM <u>Work Session - Franklin Park, (stakeholder meeting), (CC).</u></p>	<p><b>20</b> 7:00 PM <u>Forest Preserve Advisory Board</u></p>	<p><b>21</b></p>	<p><b>22</b></p>
<p><b>23</b></p>	<p><b>24</b> <u>No Meeting - Christmas Eve</u></p>	<p><b>25</b></p>	<p><b>26</b> <u>No Meeting - Christmas</u></p>	<p><b>27</b></p>	<p><b>28</b></p>	<p><b>29</b></p>
<p><b>30</b></p>	<p><b>31</b> <u>No Meeting - New Year's Eve</u></p>	<p><b>1</b></p>	<p><b>2</b></p>	<p><b>3</b></p>	<p><b>4</b></p>	<p><b>5</b></p>

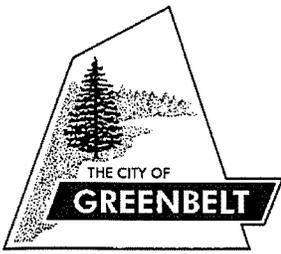
# CALENDAR

< PREVIOUS MONTH **JANUARY 2019**

NEXT MONTH >

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	31	1	2 8:00 PM <u>Work Session</u> - <u>TBD, (CC)</u> .	3 2:30 PM <u>FREE</u> <u>Produce</u> <u>Distribution</u>	4	5
6 1:00 PM <u>Community</u> <u>Art Drop-In</u>	7 10:00 AM <u>Winter GED</u> <u>Course</u>  8:00 PM <u>Work</u> <u>Session -</u> <u>TBD, (MB)</u> .	8	9 8:00 PM <u>Work Session</u> - <u>TBD, (CC)</u> .	10	11	12
13 <u>Family</u> <u>Portraits:</u> <u>Robert</u> <u>Cantor,</u> <u>Maura Doern</u> <u>Danko and</u> <u>Amanda</u> <u>Demos</u> <u>Larsen</u>	14 <u>Family</u> <u>Portraits:</u> <u>Robert</u> <u>Cantor,</u> <u>Maura Doern</u> <u>Danko and</u> <u>Amanda</u> <u>Demos</u> <u>Larsen</u>  8:00 PM <u>Regular</u> <u>Meeting,</u> <u>(MB)</u> .	15 <u>Family</u> <u>Portraits:</u> <u>Robert</u> <u>Cantor,</u> <u>Maura Doern</u> <u>Danko and</u> <u>Amanda</u> <u>Demos</u> <u>Larsen</u>	16 <u>Family</u> <u>Portraits:</u> <u>Robert</u> <u>Cantor,</u> <u>Maura Doern</u> <u>Danko and</u> <u>Amanda</u> <u>Demos</u> <u>Larsen</u>  8:00 PM <u>Work Session</u> - <u>TBD, (CC)</u> .	17 <u>Family</u> <u>Portraits:</u> <u>Robert</u> <u>Cantor,</u> <u>Maura Doern</u> <u>Danko and</u> <u>Amanda</u> <u>Demos</u> <u>Larsen</u>	18 <u>Family</u> <u>Portraits:</u> <u>Robert</u> <u>Cantor,</u> <u>Maura Doern</u> <u>Danko and</u> <u>Amanda</u> <u>Demos</u> <u>Larsen</u>	19 <u>Family</u> <u>Portraits:</u> <u>Robert</u> <u>Cantor,</u> <u>Maura Doern</u> <u>Danko and</u> <u>Amanda</u> <u>Demos</u> <u>Larsen</u>

<p><b>20</b></p> <p><u>Family Portraits: Robert Cantor, Maura Doern Danko and Amanda Demos Larsen</u></p>	<p><b>21</b></p> <p><u>Family Portraits: Robert Cantor, Maura Doern Danko and Amanda Demos Larsen</u></p> <p>8:00 PM <u>Work Session - TBD, (MB)</u></p>	<p><b>22</b></p> <p><u>Family Portraits: Robert Cantor, Maura Doern Danko and Amanda Demos Larsen</u></p>	<p><b>23</b></p> <p><u>Family Portraits: Robert Cantor, Maura Doern Danko and Amanda Demos Larsen</u></p> <p>8:00 PM <u>Work Session - TBD, (CC)</u></p>	<p><b>24</b></p> <p><u>Family Portraits: Robert Cantor, Maura Doern Danko and Amanda Demos Larsen</u></p>	<p><b>25</b></p> <p><u>Family Portraits: Robert Cantor, Maura Doern Danko and Amanda Demos Larsen</u></p>	<p><b>26</b></p> <p><u>Family Portraits: Robert Cantor, Maura Doern Danko and Amanda Demos Larsen</u></p>
<p><b>27</b></p> <p><u>Family Portraits: Robert Cantor, Maura Doern Danko and Amanda Demos Larsen</u></p>	<p><b>28</b></p> <p><u>Family Portraits: Robert Cantor, Maura Doern Danko and Amanda Demos Larsen</u></p> <p>8:00 PM <u>Regular Meeting</u></p>	<p><b>29</b></p> <p><u>Family Portraits: Robert Cantor, Maura Doern Danko and Amanda Demos Larsen</u></p> <p>3:30 PM <u>Senior Citizens Advisory Committee</u></p>	<p><b>30</b></p> <p><u>Family Portraits: Robert Cantor, Maura Doern Danko and Amanda Demos Larsen</u></p> <p>8:00 PM <u>Work Session - TBD, (CC)</u></p>	<p><b>31</b></p> <p><u>Family Portraits: Robert Cantor, Maura Doern Danko and Amanda Demos Larsen</u></p>	<p><b>1</b></p>	<p><b>2</b></p>



## City Manager's Report Week Ending November 30, 2018

1. Included separately please find a confidential document of the most recent copy of the WMATA agreement for the WMATA Trail.
2. Also included separately please find a hard copy of the draft agreement with the Friends of the Old Greenbelt Theatre. This was sent to Council earlier this week via email from City Solicitor Todd Pounds.
3. Attached please find the October 2018 financial report. The City Treasurer, Jeff Williams, is conducting some additional analysis on certain revenues, including hotel/motel and property tax. I am interested in learning the impact, if any, of the partial closure of Crowne Plaza during the multi-million dollar revitalization this Winter.
4. Attached separately is information on a proposed structural change to the employee's deferred compensation program. The change could lower program costs with little impact on the employee. Initial savings could be \$60,000. However a time commitment to participation in ICMARC's program is required. Likewise, the employees will be made aware of this proposal. Action is anticipated in December if no issue rises.
5. Attached is the Police Department's monthly statistical report for October 2018.
6. Thank you to Ms. Anne Marie Belton and Ms. Shaniya Lashley-Mullen for coordinating another great "Business Coffee." The breakfasts are an opportunity for businesses and non-profit organizations to network and share information. Attached is a calendar for the next year's breakfasts.
7. Thank you for feedback on availability for the faith and spiritual leader activity. Ms. Shaniya Lashley-Mullen, Administrative Associate, and Ms. Bonita Anderson, City Clerk, continue to attempt to reach clergy to identify a date that works for most representatives and Council. If you see a member of our local clergy, please encourage them to respond to Ms. Lashley Mullen's most recent request.
8. Confirmed that staff contacted residents impacted by the Charlestown Outfall project. Ms. Terri Hruby confirmed that University Square Apartments, Charlestown North, Charlestown Village, and property owners whose backyards are adjacent to the project were contacted by mail. A representative of the County's Department of Environment will be at Monday evening's work session to present the project.

9. Discussed with Ms. Beverly Palau that the City's telecommunications attorneys updated the small cell ordinance. The updated ordinance will be circulated to Council prior to placement on the Council agenda. While a previous ordinance was presented for first reading at the last regular Council meeting, the amended item will return as a first reading.
10. Working with residents interested in placing a Little Free Library at the intersection of Research and Ridge. Over the past few weeks I have worked with departments on how to make this happen. I have also confirmed with GHI that there is no issue. The City Solicitor is working on a brief form to acknowledge that the Library is in the right of way and will be maintained by the residents. The modest, wood structure will not be decorated fancily, yet the residents have provided a copy of the design to the Arts Advisory Board (attached). The Board meets next week. To help facilitate this, I have already asked staff to schedule the utility locate and work with the neighbors on placement. More information will be provided as the project progresses. Thank you to Nicole DeWald, Public Art Manager, Terri Hruby, Planning Director, and Brian Townsend, Assistant Public Works Director.
11. In follow-up to questions by Councilmember Byrd posed earlier this week and answered directly by email to him, this information may be of interest to Council. Mr. Sterling reports that the solar equipment at Springhill Lake Recreation Center is functioning. Recreation employees have not yet been trained and web access needs to be provided. When information from Mr. Sterling's meeting with the mechanical engineers on the engineering of the Old Greenbelt Theatre HVAC is available I will forward that to Council.
12. Conducted a second staff retreat. This session focused on departmental priorities, issues facing departments, including those that the City needs to keep in mind for the future, and who or what is needed to help departments in the short and long-term as we work together for the good of the entire City. As noted at the Recreation Master Plan work session, employees will work together to address the items identified. The retreat held in October allowed staff to talk about Council's identified top and high priorities with a similar focus. This effort and continued discussion will help as staff handles daily operations, monitors the current budget, develops the future budgets and performance measures, as well as prepares for Council's January goal setting session and February's community visioning effort.
13. Drafted press release and material regarding new employees. The Animal Control Supervisor was advertised. Staff transition within the police department is nearing completion. The Division will report to Captain Gordon Pracht.
14. Met with staff to address personnel and operational issues. Corresponded with legal counsel regarding legal matters.
15. Attended Council Regular Meeting, Council Work Session, Business Coffee, and Staff Retreat II.
16. Scheduled to attend the Festival of Lights activities throughout the weekend.

17. Assistant City Manager

- a. Participated in the senior staff retreat.
- b. Worked on implementing the new Community Pledge.
- c. Drafted a PowerPoint presentation.
- d. Assisted with hosting the Business Breakfast.

18. City Treasurer

- a. Completed October 2018 financial report.
- b. Worked on a draft of the FY 2020 budget preparation calendar.
- c. Continued to progress on the transmittal letter for the FY 2018 CAFR.
- d. Reviewed and allocated FY 2019 retirement billing costs from Maryland State Retirement Agency.

19. Information Technology

- a. Attended PTI CIO Leadership Summit – DC
- b. Replaced 2 network printers
- c. Addressed a virus infected PC
- d. Addressed a server failure at the PD

cc: Department Heads

David Moran, Assistant City Manager  
Mary Johnson, Human Resources Officer  
Bonita Anderson, City Clerk

# City of Greenbelt, Maryland

## Memorandum

**To:** Nicole C. Ard, City Manager  
**From:** Jeffrey L. Williams, City Treasurer  
**Date:** November 27, 2018  
**Subject:** October 2018 Financial Report



### Revenues

FY 2019 revenues are 67.7% of the adopted budget compared to 70.6% a year ago and 67.4% in the five-year historical trend. It is important to note that FY 2019 revenue comparisons to FY 2018 will fall short more often than not. This is due to actual revenues in FY 2018 were generally better than expected when compared to the adopted budget and prior fiscal years.

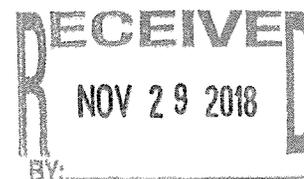
Real estate tax revenue is \$17,739,800 or \$364,400 lower than the adopted budget. Part of the short fall can be attributed to what appears to be a delay in receipt of the three-quarter year assessment revenue. A year ago, the City received \$142,000 in October, mostly from newly constructed townhouses in Greenbelt Station. Construction continues. Therefore, staff believes and will confirm with the County that the three-quarter year real estate revenue is simply delayed with receipt to be expected in November. It is likely that real estate revenue will fall short of the adopted budget.

Real estate tax abatements for FY 2019 and prior fiscal years (received in FY 2019) are budgeted at \$292,500 and \$100,000 respectively. As of October, no significant activity has been recorded. However, it is important to note the FY 2019 is the final year of the current triennial assessment period and is typically the year in which larger abatements related to commercial property are received, e.g. the \$1.1 million of abatements received in June 2016.

Corporate personal property tax (PPT) is lower, approximately \$416,000 lower than a year ago. PPT billings within any fiscal year can vary greatly as they depend upon when companies file their property tax returns with the State. Therefore, more analysis is necessary to estimate the year-end revenue from PPT.

The average monthly red light receipt from ATS (the City's processing vendor) is less than \$9,500 this fiscal year. This is considerably lower than the \$32,000 per month in FY 2016 and \$29,000 in FY 2017. In FY 2018, a few cameras were out of service for a portion of the fiscal year. As a result, the monthly revenue declined to approximately \$10,000. Police Department staff is reviewing the matter and will share their findings when complete.

Total recreation revenue is \$8,300 higher than a year ago. All areas are marginally higher except for children's programming. The reduction here is related to the loss of the circus camp. Otherwise, children's programming, i.e. Camp Pine Tree, Kinder Camp, Creative Kids Camp, etc., are slightly



higher in FY 2019 compared to a year ago. Of particular note is ceramics class revenue which is 35% higher as a result of the additional space available from renovating the former dark room into an area suitable for ceramics classes.

Not included in the October revenue numbers is the first quarter receipts of \$200,000 for hotel/motel. This is approximately \$50,000 lower than a year ago. An additional drag on this revenue source will be the transition of the Marriott to a Crowne Plaza Hotel. This transition will require entire floors to be closed for renovation. As a result, hotel/motel revenue will fall short of the adopted budget of \$1,050,000. More data is necessary to provide an estimate for this revenue. FY 2019 second quarter receipts will not be available until mid-February 2019.

In the short term, there are a few weaknesses in various revenue streams which are creating financial headwinds for the General Fund. Therefore, it will be difficult for FY 2019 revenues to exceed the adopted budget as has occurred in the two most recent fiscal years.

### **Expenditures**

Total operating expenditures are 28.7% of the adopted budget compared to 29.9% in FY 2018 and 31.7% historically. Salaries and benefits are the reason for the more favorable comparison year to date. Please note the box on page 2 of the expenditure worksheet. Also, the results for the most recent five-year period was requested and has been provided in addition to the usual worksheets

Motor vehicle fuel ended FY 2018 with an average cost per gallon of \$2.26. However, the per gallon cost in June was \$2.44. In August, it was \$2.75 and in September it was back to \$2.43. October data is not yet available, but the cost for a barrel of oil is now below \$60 and currently trending lower. That said, there is tremendous worldwide pressure to increase this cost. The FY 2019 budget was based upon a cost per gallon of \$2.27. Therefore, it is possible that this expenditure may be underfunded in FY 2019.

The building maintenance budget was increased 11.4% in FY 2019 after paring it back in FY 2018. After one third of the fiscal year complete, building maintenance is at \$118,500 or 30.6% of its budget and is a relatively positive sign. However, it should be noted that building maintenance expenditures are not cyclical. Said another way, expensive and unexpected repairs can occur at any time during the fiscal year.

Overall, expenditures through October appear to be in line with the adopted budget.

**City of Greenbelt, Maryland**  
**Revenues - FY 2019 vs. FY 2018 & Historical**  
**October**

Account Number	Description	FY 2019 Budget	Oct-18	% of FY 2019 Budget	% of FY 2018 Actual	Historical %
<b>Taxes</b>						
411100	Real Estate	\$18,104,200	\$17,739,782	97.99%	99.83%	99.45%
411210	Real Estate Abatements	(392,500)	602	-0.15%	2.08%	17.52%
411220	Homestead Credit	(206,800)	(201,969)	97.66%	98.55%	99.48%
411230	Homeowner's Credit	(40,000)	(20,324)	50.81%	42.52%	35.74%
<b>Personal Property</b>						
412100	Local	16,000	8,760	54.75%	84.83%	51.76%
412110	Utility	300,000	6	0.00%	95.17%	47.86%
412120	Corporate	1,575,000	621,500	39.46%	71.75%	47.31%
412140	Local - Prior Years	0	0	0.00%	100.00%	46.61%
412160	Corporate - Prior Years	40,000	1,678	4.20%	81.47%	44.93%
412200	Abatements	(80,000)	(33,597)	42.00%	26.58%	24.17%
<b>Other Taxes</b>						
421100	Income	2,730,000	199,132	7.29%	3.52%	4.42%
421200	Admissions	100,000	10,096	10.10%	14.13%	22.18%
421300	Hotel/Motel	1,050,000	0	0.00%	0.00%	0.00%
422100	Highway	433,400	325,814	75.18%	76.14%	73.45%
<b>Licenses</b>						
431000	Permits	1,013,600	225,061	22.20%	15.63%	16.66%
433400	Cable	428,000	101,881	23.80%	12.50%	10.01%
<b>Grants - State</b>						
442101	Police	450,000	112,411	24.98%	25.53%	24.98%
442102	Youth Service	65,000	0	0.00%	0.00%	0.00%
<b>Grants - County</b>						
443106	Landfill	57,700	14,413	24.98%	25.00%	15.00%
443102	Youth Service	30,000	0	0.00%	0.00%	0.00%
443108	MNCPPC	234,000	0	0.00%	0.00%	0.00%
443127	School Resource Ofc.	80,000	0	0.00%	0.00%	0.00%
<b>Other</b>						
451000	Refuse/Recycling	686,800	170,534	24.83%	25.02%	24.91%
452000	Recreation	765,400	312,209	40.79%	41.86%	40.23%
453000	Fitness Center	603,000	223,327	37.04%	38.07%	36.58%
454000	Community Center	172,200	57,065	33.14%	23.93%	24.41%
460100	Fines/Foreitures	135,000	29,632	21.95%	37.04%	32.87%
460200	Red Light Cameras	360,000	37,958	10.54%	73.59%	38.98%
460300	Speed Cameras	420,000	127,908	30.45%	25.54%	28.61%
470000	Interest	120,000	18,868	15.72%	2.70%	4.84%
480400	Partnerships	149,700	17,499	11.69%	4.54%	7.51%
	<b>Miscellaneous</b>	482,000	126,857	26.32%	14.62%	18.94%
	<b>Total</b>	<b>\$29,881,700</b>	<b>\$20,227,103</b>	<b>67.69%</b>	<b>70.55%</b>	<b>67.41%</b>

**City of Greenbelt, Maryland**  
**Revenues - FY 2019 vs. FY 2018 & Historical**  
**October**

Account Number	Description	FY 2019 Budget	Oct-18	% of FY 2019 Budget	% of FY 2018 Actual	Historical %	Oct-17	Oct-16	Oct-15	Oct-14	Oct-13
<b>Taxes</b>											
411100	Real Estate	\$18,104,200	\$17,739,782	97.99%	99.83%	99.45%	\$17,087,696	\$15,822,407	\$15,361,291	\$14,813,170	\$14,217,005
411210	Real Estate Abatements	(392,500)	602	-0.15%	2.08%	17.52%	(8,902)	(114,617)	(178,824)	(12,075)	(161,395)
411220	Homestead Credit	(206,800)	(201,969)	97.66%	98.55%	99.48%	(159,370)	(95,946)	(18,836)	(43,507)	(86,264)
411230	Homeowner's Credit	(40,000)	(20,324)	50.81%	42.52%	35.74%	(17,420)	(12,714)	(13,043)	(14,718)	(14,649)
<b>Personal Property</b>											
412100	Local	16,000	8,760	54.75%	84.83%	51.76%	13,155	3,977	4,856	7,414	6,580
412110	Utility	300,000	6	0.00%	95.17%	47.86%	292,011	292,415		70,001	24,701
412120	Corporate	1,575,000	621,500	39.46%	71.75%	47.31%	1,037,579	1,020,965	374,307	334,391	580,377
412140	Local - Prior Years	0	0	0.00%	100.00%	46.61%	377		0	0	29
412160	Corporate - Prior Years	40,000	1,678	4.20%	81.47%	44.93%	10,979	32,241	50,001	60,360	4,071
412200	Abatements	(80,000)	(33,597)	42.00%	26.58%	24.17%	(22,631)	(13,052)	(1,436)	(21,664)	(73,508)
<b>Other Taxes</b>											
421100	Income	2,730,000	199,132	7.29%	3.52%	4.42%	96,776	136,024	56,756	159,938	129,457
421200	Admissions	100,000	10,096	10.10%	14.13%	22.18%	22,663	36,778	0	47,780	58,765
421300	Hotel/Motel	1,050,000	0	0.00%	0.00%	0.00%	0	0	0	0	0
422100	Highway	433,400	325,814	75.18%	76.14%	73.45%	299,608	266,075	286,259	234,983	214,062
<b>Licenses</b>											
431000	Permits	1,013,600	225,061	22.20%	15.63%	16.66%	168,585	159,147	163,836	223,031	179,013
433400	Cable	428,000	101,881	23.80%	12.50%	10.01%	50,322	0	48,062	61,697	59,769
<b>Grants - State</b>											
442101	Police	450,000	112,411	24.98%	25.53%	24.98%	116,301	120,269	111,662	119,852	122,299
442102	Youth Service	65,000	0	0.00%	0.00%	0.00%	0	0	0	0	0
<b>Grants - County</b>											
443106	Landfill	57,700	14,413	24.98%	25.00%	15.00%	14,413	14,413	0	0	14,413
443102	Youth Service	30,000	0	0.00%	0.00%	0.00%	0	0	0	0	0
443108	MNCPPC	234,000	0	0.00%	0.00%	0.00%	0	0	0	0	0
443127	School Resource Ofc.	80,000	0	0.00%	0.00%	0.00%	0	0	0	0	0
<b>Other</b>											
451000	Refuse/Recycling	686,800	170,534	24.83%	25.02%	24.91%	170,589	170,331	163,823	163,970	163,512
452000	Recreation	765,400	312,209	40.79%	41.86%	40.23%	315,913	285,184	309,277	276,136	281,827
453000	Fitness Center	603,000	223,327	37.04%	38.07%	36.58%	216,847	234,695	164,648	193,292	216,003
454000	Community Center	172,200	57,065	33.14%	23.93%	24.41%	51,517	47,278	40,558	58,631	40,725
460100	Fines/Foreitures	135,000	29,632	21.95%	37.04%	32.87%	47,816	56,530	77,552	41,752	53,445
460200	Red Light Cameras	360,000	37,958	10.54%	73.59%	38.98%	114,672	118,047	132,037	111,434	113,405
460300	Speed Cameras	420,000	127,908	30.45%	25.54%	28.61%	117,407	117,407	169,006	163,062	69,306
470000	Interest	120,000	18,868	15.72%	2.70%	4.84%	2,122	2,762	271	96	305
480400	Partnerships	149,700	17,499	11.69%	4.54%	7.51%	5,833	5,833	5,583	11,166	16,749
	Miscellaneous	482,000	126,857	26.32%	14.62%	18.94%	73,443	247,306	52,351	67,610	62,667
	<b>Total</b>	<b>\$29,881,700</b>	<b>\$20,227,103</b>	<b>67.69%</b>	<b>70.55%</b>	<b>67.41%</b>	<b>\$20,118,301</b>	<b>\$18,953,755</b>	<b>\$17,359,997</b>	<b>\$17,127,802</b>	<b>\$16,292,669</b>

**City of Greenbelt, Maryland**  
**Expenditures - FY2019 vs. FY 2018 & Historical**  
**October**

Acct. No.	Department	FY 2019 Budget	Oct-18	% of FY 2019 Budget	% of FY 2018 Actual	Historical %
100	<b>General Government</b>					
	Salary/Benefits	\$2,620,600	\$730,637	27.88%	30.09%	31.45%
	Operating Expense	772,600	264,124	34.19%	27.42%	31.86%
	Capital Outlay	10,000	0	0.00%	0.00%	0.00%
	<b>Total General Gov't</b>	<b>3,403,200</b>	<b>\$994,761</b>	<b>29.23%</b>	<b>29.42%</b>	<b>31.58%</b>
200	<b>Planning/Comm. Dev.</b>					
	Salary/Benefits	811,200	186,275	22.96%	30.23%	31.46%
	Operating Expense	128,600	34,509	26.83%	4.64%	6.98%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	<b>Total Plan. &amp; C. D.</b>	<b>939,800</b>	<b>\$220,784</b>	<b>23.49%</b>	<b>21.88%</b>	<b>25.50%</b>
300	<b>Public Safety</b>					
	Salary/Benefits	9,146,500	2,365,779	25.87%	28.16%	30.53%
	Operating Expense	1,579,700	503,737	31.89%	39.29%	36.35%
	Capital Outlay	477,000	0	0.00%	0.00%	6.89%
	<b>Total Public Safety</b>	<b>11,203,200</b>	<b>\$2,869,516</b>	<b>25.61%</b>	<b>28.38%</b>	<b>30.41%</b>
410	<b>Public Works</b>					
	Salary/Benefits	2,253,700	649,969	28.84%	27.66%	30.34%
	Operating Expense	651,000	191,123	29.36%	27.54%	28.90%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	<b>Total</b>	<b>2,904,700</b>	<b>841,092</b>	<b>28.96%</b>	<b>27.63%</b>	<b>29.98%</b>
450	<b>Waste Collection</b>					
	Salary/Benefits	584,000	184,393	31.57%	30.35%	31.82%
	Operating Expense	193,800	51,804	26.73%	24.64%	24.17%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	<b>Total</b>	<b>777,800</b>	<b>236,197</b>	<b>30.37%</b>	<b>28.85%</b>	<b>29.77%</b>
	<b>Total Public Works</b>	<b>3,682,500</b>	<b>472,394</b>	<b>12.83%</b>	<b>27.90%</b>	<b>29.93%</b>
500	<b>Greenbelt Cares</b>					
	Salary/Benefits	1,171,200	326,252	27.86%	28.85%	31.28%
	Operating Expense	72,000	16,489	22.90%	29.85%	28.03%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	<b>Total Greenbelt Cares</b>	<b>1,243,200</b>	<b>342,741</b>	<b>27.57%</b>	<b>28.91%</b>	<b>30.86%</b>
600	<b>Recreation</b>					
	Salary/Benefits	2,790,100	1,037,292	37.18%	36.60%	39.09%
	Operating Expense	679,500	255,952	37.67%	41.75%	38.42%
	Capital Outlay	5,000	0	0.00%	0.00%	0.00%
	<b>Total</b>	<b>\$3,474,600</b>	<b>1,293,244</b>	<b>37.22%</b>	<b>37.66%</b>	<b>38.93%</b>

**City of Greenbelt, Maryland**  
**Expenditures - FY2019 vs. FY 2018 & Historical**  
**October**

Acct. No.	Department	FY 2019 Budget	Oct-18	% of FY 2019 Budget	% of FY 2018 Actual	Historical %
650	<b>Aquatic &amp; Fitness</b>					
	Salary/Benefits	\$863,300	\$294,993	34.17%	33.24%	36.38%
	Operating Expense	371,700	112,043	30.14%	34.72%	31.22%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total	1,235,000	407,036	32.96%	33.69%	34.63%
	<b>Total Recreation</b>	<b>4,709,600</b>	<b>1,700,280</b>	<b>36.10%</b>	<b>36.64%</b>	<b>37.82%</b>
700	<b>Parks</b>					
	Salary/Benefits	1,030,000	310,015	30.10%	34.37%	34.21%
	Operating Expense	219,900	51,441	23.39%	27.83%	30.86%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	<b>Total Parks</b>	<b>1,249,900</b>	<b>\$361,456</b>	<b>28.92%</b>	<b>33.16%</b>	<b>33.57%</b>
900	<b>Miscellaneous</b>					
	Salary/Benefits	215,200	75,139	34.92%	30.17%	32.56%
	Operating Expense	66,400	24,669	37.15%	10.47%	13.51%
	Capital Outlay	20,000	0	0.00%	0.00%	0.00%
	<b>Total Miscellaneous</b>	<b>301,600</b>	<b>\$99,808</b>	<b>33.09%</b>	<b>20.98%</b>	<b>26.23%</b>
<b>Operating Expenditures</b>						
	Salary/Benefits	\$21,485,800	\$6,160,744	28.67%	30.23%	32.27%
	Operating Expense	4,735,200	1,505,891	31.80%	31.80%	31.88%
	Capital Outlay	512,000	0	0.00%	0.00%	7.23%
	<b>Total Operating Exp.</b>	<b>\$26,733,000</b>	<b>\$7,666,635</b>	<b>28.68%</b>	<b>29.92%</b>	<b>31.73%</b>
<b>Reserves</b>						
990	Non-Departmental	237,200	32,074	13.52%	68.18%	37.21%
	Workers Comp. Ins.	653,000	520,386	79.69%	101.08%	104.81%
	Interfund Transfers	2,370,000	0	0.00%	0.00%	0.00%
	<b>Total Reserves/Non-Dept.</b>	<b>3,260,200</b>	<b>552,460</b>	<b>16.95%</b>	<b>19.27%</b>	<b>31.25%</b>
	<b>Total General Fund</b>	<b>\$29,993,200</b>	<b>\$8,219,095</b>	<b>27.40%</b>	<b>28.47%</b>	<b>31.69%</b>
	General Government	3,403,200	994,761	29.23%	29.42%	31.58%
	Planning	939,800	220,784	23.49%	21.88%	25.50%
	Public Safety	11,203,200	2,869,516	25.61%	28.38%	30.41%
	Public Works	3,682,500	472,394	12.83%	27.90%	29.93%
	Cares	1,243,200	342,741	27.57%	28.91%	30.86%
	Recreation	5,959,500	2,061,736	34.60%	35.99%	36.93%
	Miscellaneous	1,191,800	652,268	54.73%	71.94%	76.50%
	Interfund Transfers	2,370,000	0	0.00%	0.00%	0.00%
	<b>Total</b>	<b>\$29,993,200</b>	<b>\$7,614,200</b>	<b>25.39%</b>	<b>28.47%</b>	<b>31.69%</b>

**City of Greenbelt, Maryland**  
**Expenditures - FY2019 vs. FY 2018 & Historical**  
**October**

Acct. No.	Department	FY 2019 Budget	Oct-18	% of FY 2019 Budget	% of FY 2018 Actual	Historical %	Oct-17	Oct-16	Oct-15	Oct-14	Oct-13
100	<b>General Government</b>										
	Salary/Benefits	\$2,620,600	\$730,637	27.88%	30.09%	31.45%	\$673,601	\$742,386	\$677,935	644,574	617,790
	Operating Expense	772,600	264,124	34.19%	27.42%	31.86%	204,634	269,914	241,550	248,866	218,381
	Capital Outlay	10,000	0	0.00%	0.00%	0.00%	0	5,006	3,363	2,831	0
	<b>Total General Gov't</b>	<b>3,403,200</b>	<b>\$994,761</b>	<b>29.23%</b>	<b>29.42%</b>	<b>31.58%</b>	<b>\$878,235</b>	<b>\$1,017,306</b>	<b>\$922,848</b>	<b>\$896,271</b>	<b>\$836,171</b>
200	<b>Planning/Comm. Dev.</b>										
	Salary/Benefits	811,200	186,275	22.96%	30.23%	31.46%	160,491	224,584	265,502	263,292	247,553
	Operating Expense	128,600	34,509	26.83%	4.64%	6.98%	11,937	26,596	12,952	14,743	15,120
	Capital Outlay	0	0	0.00%	0.00%	0.00%	0	0	0	0	0
	<b>Total Plan. &amp; C. D.</b>	<b>939,800</b>	<b>\$220,784</b>	<b>23.49%</b>	<b>21.88%</b>	<b>25.50%</b>	<b>\$172,428</b>	<b>\$251,180</b>	<b>\$278,454</b>	<b>\$278,035</b>	<b>\$262,673</b>
300	<b>Public Safety</b>										
	Salary/Benefits	9,146,500	2,365,779	25.87%	28.16%	30.53%	2,271,731	2,543,266	2,550,671	2,600,717	2,707,935
	Operating Expense	1,579,700	503,737	31.89%	39.29%	36.35%	572,749	573,334	535,911	557,003	500,400
	Capital Outlay	477,000	0	0.00%	0.00%	6.89%	0	0	0	8,155	137,113
	<b>Total Public Safety</b>	<b>11,203,200</b>	<b>\$2,869,516</b>	<b>25.61%</b>	<b>28.38%</b>	<b>30.41%</b>	<b>\$2,844,480</b>	<b>\$3,116,600</b>	<b>\$3,086,582</b>	<b>\$3,165,875</b>	<b>\$3,345,448</b>
410	<b>Public Works</b>										
	Salary/Benefits	2,253,700	649,969	28.84%	27.66%	30.34%	560,047	549,426	523,017	694,372	458,324
	Operating Expense	651,000	191,123	29.36%	27.54%	28.90%	167,960	181,924	217,726	157,040	166,701
	Capital Outlay	0	0	0.00%	0.00%	0.00%	0	0	0	0	0
	<b>Total</b>	<b>2,904,700</b>	<b>841,092</b>	<b>28.96%</b>	<b>27.63%</b>	<b>29.98%</b>	<b>728,007</b>	<b>731,350</b>	<b>740,743</b>	<b>851,412</b>	<b>625,025</b>
450	<b>Waste Collection</b>										
	Salary/Benefits	584,000	184,393	31.57%	30.35%	31.82%	163,777	166,732	174,278	165,103	153,167
	Operating Expense	193,800	51,804	26.73%	24.64%	24.17%	47,336	38,742	61,610	35,026	45,197
	Capital Outlay	0	0	0.00%	0.00%	0.00%	0	0	0	0	0
	<b>Total</b>	<b>777,800</b>	<b>236,197</b>	<b>30.37%</b>	<b>28.85%</b>	<b>29.77%</b>	<b>211,113</b>	<b>205,474</b>	<b>235,888</b>	<b>200,129</b>	<b>198,364</b>
	<b>Total Public Works</b>	<b>3,682,500</b>	<b>472,394</b>	<b>12.83%</b>	<b>27.90%</b>	<b>29.93%</b>	<b>939,120</b>	<b>936,824</b>	<b>976,631</b>	<b>1,051,541</b>	<b>823,389</b>
500	<b>Greenbelt Cares</b>										
	Salary/Benefits	1,171,200	326,252	27.86%	28.85%	31.28%	288,019	315,926	286,661	272,208	256,346
	Operating Expense	72,000	16,489	22.90%	29.85%	28.03%	20,158	18,502	18,446	21,269	16,484
	Capital Outlay	0	0	0.00%	0.00%	0.00%	0	0	0	0	0
	<b>Total Greenbelt Cares</b>	<b>1,243,200</b>	<b>342,741</b>	<b>27.57%</b>	<b>28.91%</b>	<b>30.86%</b>	<b>308,177</b>	<b>334,428</b>	<b>305,107</b>	<b>293,477</b>	<b>272,830</b>
600	<b>Recreation</b>										
	Salary/Benefits	2,790,100	1,037,292	37.18%	36.60%	39.09%	1,003,108	1,022,363	965,962	944,629	821,794
	Operating Expense	679,500	255,952	37.67%	41.75%	38.42%	294,706	302,569	323,388	233,209	300,227
	Capital Outlay	5,000	0	0.00%	0.00%	0.00%	0	0	0	0	0
	<b>Total</b>	<b>\$3,474,600</b>	<b>1,293,244</b>	<b>37.22%</b>	<b>37.66%</b>	<b>38.93%</b>	<b>1,297,814</b>	<b>1,324,932</b>	<b>1,289,350</b>	<b>1,177,838</b>	<b>1,122,021</b>

**City of Greenbelt, Maryland**  
**Expenditures - FY2019 vs. FY 2018 & Historical**  
**October**

Acct. No.	Department	FY 2019 Budget	Oct-18	% of FY 2019 Budget	% of FY 2018 Actual	Historical %	Oct-17	Oct-16	Oct-15	Oct-14	Oct-13
650	<b>Aquatic &amp; Fitness</b>										
	Salary/Benefits	\$863,300	\$294,993	34.17%	33.24%	36.38%	\$274,557	\$289,724	\$278,401	250,438	245,885
	Operating Expense	371,700	112,043	30.14%	34.72%	31.22%	125,862	121,801	121,624	107,392	113,903
	Capital Outlay	0	0	0.00%	0.00%	0.00%	0	0	0	0	0
	<b>Total</b>	<b>1,235,000</b>	<b>407,036</b>	<b>32.96%</b>	<b>33.69%</b>	<b>34.63%</b>	<b>400,419</b>	<b>411,525</b>	<b>400,025</b>	<b>357,830</b>	<b>359,788</b>
	<b>Total Recreation</b>	<b>4,709,600</b>	<b>1,700,280</b>	<b>36.10%</b>	<b>36.64%</b>	<b>37.82%</b>	<b>1,698,233</b>	<b>1,736,457</b>	<b>1,689,375</b>	<b>1,535,668</b>	<b>1,481,809</b>
700	<b>Parks</b>										
	Salary/Benefits	1,030,000	310,015	30.10%	34.37%	34.21%	301,256	352,158	339,395	250,438	326,508
	Operating Expense	219,900	51,441	23.39%	27.83%	30.86%	55,364	57,322	63,156	107,392	53,442
	Capital Outlay	0	0	0.00%	0.00%	0.00%	0	0	0	0	0
	<b>Total Parks</b>	<b>1,249,900</b>	<b>\$361,456</b>	<b>28.92%</b>	<b>33.16%</b>	<b>33.57%</b>	<b>\$356,620</b>	<b>\$409,480</b>	<b>\$402,551</b>	<b>\$357,830</b>	<b>\$379,950</b>
900	<b>Miscellaneous</b>										
	Salary/Benefits	215,200	75,139	34.92%	30.17%	32.56%	62,728	67,298	69,251	64,783	63,394
	Operating Expense	66,400	24,669	37.15%	10.47%	13.51%	19,033	21,321	7,289	11,919	9,194
	Capital Outlay	20,000	0	0.00%	0.00%	0.00%	0	1,326	0	0	0
	<b>Total Miscellaneous</b>	<b>301,600</b>	<b>\$99,808</b>	<b>33.09%</b>	<b>20.98%</b>	<b>26.23%</b>	<b>\$81,761</b>	<b>\$89,945</b>	<b>\$76,540</b>	<b>\$76,702</b>	<b>\$72,588</b>
<b>Operating Expenditures</b>											
	Salary/Benefits	\$21,485,800	\$6,160,744	28.67%	30.23%	32.27%	\$5,759,315	\$6,273,863	\$6,131,073	6,150,554	5,898,696
	Operating Expense	4,735,200	1,505,891	31.80%	31.80%	31.88%	1,519,739	1,612,025	1,603,652	1,493,859	1,439,049
	Capital Outlay	512,000	0	0.00%	0.00%	7.23%	0	6,332	3,363	10,986	137,113
	<b>Total Operating Exp.</b>	<b>\$26,733,000</b>	<b>\$7,666,635</b>	<b>28.68%</b>	<b>29.92%</b>	<b>31.73%</b>	<b>\$7,279,054</b>	<b>\$7,892,220</b>	<b>\$7,738,088</b>	<b>\$7,655,399</b>	<b>\$7,474,858</b>
	<b>Reserves</b>										
990	Non-Departmental	237,200	32,074	13.52%	68.18%	37.21%	43,512	33,457	33,491	18,240	34,532
	Workers Comp. Ins.	653,000	520,386	79.69%	101.08%	104.81%	697,360	680,320	654,390	595,246	832,978
	Interfund Transfers	2,370,000	0	0.00%	0.00%	0.00%	0	0	0	0	0
	<b>Total Reserves/Non-Dept.</b>	<b>3,260,200</b>	<b>552,460</b>	<b>16.95%</b>	<b>19.27%</b>	<b>31.25%</b>	<b>740,872</b>	<b>713,777</b>	<b>687,881</b>	<b>613,486</b>	<b>867,510</b>
	<b>Total General Fund</b>	<b>\$29,993,200</b>	<b>\$8,219,095</b>	<b>27.40%</b>	<b>28.47%</b>	<b>31.69%</b>	<b>\$8,019,926</b>	<b>\$8,605,997</b>	<b>\$8,425,969</b>	<b>\$8,268,885</b>	<b>\$8,342,368</b>
	General Government	3,403,200	994,761	29.23%	29.42%	31.58%	878,235	1,017,306	922,848	896,271	836,171
	Planning	939,800	220,784	23.49%	21.88%	25.50%	172,428	251,180	278,454	278,035	262,673
	Public Safety	11,203,200	2,869,516	25.61%	28.38%	30.41%	2,844,480	3,116,600	3,086,582	3,165,875	3,345,448
	Public Works	3,682,500	472,394	12.83%	27.90%	29.93%	939,120	936,824	976,631	1,051,541	823,389
	Cares	1,243,200	342,741	27.57%	28.91%	30.86%	308,177	334,428	305,107	293,477	272,830
	Recreation	5,959,500	2,061,736	34.60%	35.99%	36.93%	2,054,853	2,145,937	2,091,926	1,893,498	1,861,759
	Miscellaneous	1,191,800	652,268	54.73%	71.94%	76.50%	822,633	803,722	764,421	690,188	940,098
	Interfund Transfers	2,370,000	0	0.00%	0.00%	0.00%	0	0	0	0	0
	<b>Total</b>	<b>\$29,993,200</b>	<b>\$7,614,200</b>	<b>25.39%</b>	<b>28.47%</b>	<b>31.69%</b>	<b>\$8,019,926</b>	<b>\$8,605,997</b>	<b>\$8,425,969</b>	<b>\$8,268,885</b>	<b>\$8,342,368</b>

# GREENBELT POLICE DEPARTMENT

## STATISTICAL REPORT

**October, 2018**

Type of Offense (Includes attempts with exception of Murder)	Sector 1 Greenbelt Center			Sector 2 Franklin Park Area			Sector 3 Greenbelt East (Residential)			Sector 3 Greenbelt East (Commercial)			Sector 4 Beltway Plaza			Sector 5 Metro Site			Sector 6 Branchville Area			Total Offenses Minus Unfounded Cases	
	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month Minus Unfounded Cases	YTD Total
Murder	0		0	0		2	0		0	0		0	0		0	0		0	0		0	0	2
Rape	2		4	0		2	0		1	0		1	0		1	0		0	0		0	2	9
Robbery	0		4	2		35	0		3	0		6	1		6	0		0	0		0	3	54
Aggravated Assaults	1		4	2		24	0		4	0		1	0		2	0		0	0		0	3	35
Breaking or Entering	1		9	4		33	3		19	0		5	0		4	0		0	1		6	9	76
Larceny	6		68	6		121	9		83	8		79	7		94	0		1	2		27	38	473
Motor Vehicle Theft	0		4	2		37	3		18	0		2	0		1	0		0	0		0	5	62
<b>Totals by Sector</b>	<b>10</b>		<b>93</b>	<b>16</b>		<b>254</b>	<b>15</b>		<b>128</b>	<b>8</b>		<b>94</b>	<b>8</b>		<b>108</b>	<b>0</b>		<b>1</b>	<b>3</b>		<b>33</b>	<b>60</b>	<b>711</b>

(\* ) Indicates that the unfounded incident was reported in a previous month, and therefore is subtracted from the 'YTD Total' incidents.

(-) Note that per Uniform Crime Reporting guidelines, offenses can be cleared either by arrest, administrative closure or incident unfounded.

**Sector 1 – Kenilworth Avenue north from Greenbelt Road to Cherrywood Lane and Greenbelt Road east from Kenilworth Avenue to Southway Road.**

**Effective 1/1/97 Ivy Lane and Cherrywood Lane changed to Sector 2. Kenilworth Avenue addresses are in Sector 1.**

**Sector 2 – Kenilworth Avenue south from Greenbelt Road to Old Calvert Road and Greenbelt Road west from Kenilworth Avenue to Branchville Road.**

**Sector 3 – Greenbelt Road east from Southway Road to Mandan Road, Hanover Parkway north from Greenbelt Road to the Baltimore-Washington Parkway south from Greenbelt Road to Good Luck Road. Sector 3 has been divided to distinguish offenses that occur in the sector's commercial and residential areas.**

**Sector 4 – Beltway Plaza Shopping Center and businesses on Greenbelt Road from Cherrywood Lane to the City line at Branchville Road.**

**Sector 6 – South of the WMATA/Metro Station Property, north of Branchville Rd./Greenbelt Rd., west of Cherrywood Lane, east of the B&O RR tracks**

### II. Total Offenses Year to Date – Five Year Comparison – All Sectors

January 1 to October 31 of each year

Type of Offense (includes attempts with Exception of Murder)	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Murder	1	1	1	4	2
Rape	9	4	5	6	9
Robbery	43	34	41	60	54
Aggravated Assaults	19	45	44	43	35
Breaking or Entering	110	108	75	76	76
Larceny	465	444	420	517	473
Motor Vehicle Theft	75	48	60	59	62
<b>TOTALS -----</b>	<b>722</b>	<b>684</b>	<b>646</b>	<b>765</b>	<b>711</b>

**III. Police Service Summary**

	<b>2018 MONTHLY TOTAL</b>		<b>2017 MONTHLY TOTAL</b>		<b>2018 YEAR-TO-DATE TOTAL</b>		<b>2017 YEAR-TO-DATE TOTAL</b>	
Calls for Service	1,874		2,040		20,103		21,171	
Off-Duty Responses	401		349		3,949		3,838	
Premise Checks	220		284		3,245		2,579	
Traffic Stops	117		200		1914		2,967	
Case Reports	177		205		1,907		2,086	
Field Ob. Reports	4		12		126		147	
ACRS Reports	43		34		271		272	
	<b>Adult</b>	<b>Juvenile</b>	<b>Adult</b>	<b>Juvenile</b>	<b>YTD Adult</b>	<b>YTD Juvenile</b>	<b>YTD Adult</b>	<b>YTD Juvenile</b>
Arrests	16	12	33	5	218	34	300	47

NOTE: November 2012 was the first full month of speed camera operation.

Speed Camera Location	October 2018 Violations	October 2017 Violations	Violations 2018 YTD	Red Light Camera Locations	October 2018 Citations	October 2017 Citations	Violations 2018 YTD
300 Crescent Road	55	79	495	EB Greenbelt Road@ Mandan Road	38	13	527
5900 Cherrywood Lane N/B	354	308	3,701	WB Greenbelt Road @Mandan Road	42	13	380
5900 Cherrywood Lane S/B	327	261	2,866	WB Greenbelt Road@Cherrywood	86	85	936
7700 Hanover Parkway E/B	25	26	361	NB Kenilworth Avenue@Cherrywood	178	132	733
7700 Mandan Road N/B	218	36	1, 826	NB Kenilworth Avenue@NB I95- Off Ramp	61	63	465
7700 Blk MD193E/B	37	45	560	NB Kenilworth Avenue@SB I-95 Off Ramp	166	177	1,393
7700 Blk MD 193 W/B	187	218	3,072				
<b>Totals -----</b>	<b>1,203</b>	<b>973</b>	<b>12,881</b>	<b>Totals -----</b>	<b>571</b>	<b>483</b>	<b>4,434</b>

	<b>2018 MONTHLY TOTAL</b>	<b>2017 MONTHLY TOTAL</b>	<b>2018 YEAR-TO-DATE TOTAL</b>	<b>2017 YEAR-TO-DATE TOTAL</b>
Traffic Tickets	66	155	1,560	1,945
Parking Tickets	47	304	1,288	2,455
ERO's	7	19	229	316
Warnings	110	233	1,874	3,070

NOTE: Effective January 1, 2017, parking tickets issued by city parking enforcement officers were included in the amount of parking tickets issued for the month.

**IV. Traffic Statistics – Year-to-Date Totals**

Accidents	YTD – 2018	YTD – 2017		YTD – 2018	YTD – 2017
Property Damage	926	886	DUI Arrests	52	78
Personal Injury	97	93	Other Traffic Arrests	172	220
Fatal	2	0			
<b>TOTALS</b>	<b>1,025</b>	<b>979</b>			

## Anne Marie Belton

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**From:** Anne Marie Belton  
**Sent:** Monday, November 26, 2018 11:31 AM  
**To:** Nicole Ard  
**Cc:** Emmett Jordan  
**Subject:** RE: Business Coffees

Nicole,

As of now, there have been 47 “yes” RSVPs. The two at large county council elect members have not responded yet.

I am suggesting the following quarterly schedule for future business coffee dates:

Wednesday, February 27, 2019  
Wednesday, May 22, 2019  
Wednesday, August 21, 2019  
Wednesday, November 20, 2019

Anne Marie

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**From:** Nicole Ard  
**Sent:** Wednesday, November 21, 2018 4:57 PM  
**To:** Anne Marie Belton  
**Cc:** Emmett Jordan  
**Subject:** Business Coffees

Anne Marie,

When you return to the office next week, can you please prepare a list of future Business Coffee dates for Council consideration as you suggested on Tuesday? Then those dates can be published for “hold at the beginning of the year and at about a month out to each event. Also can you please provide an update on the RSVP count and if that includes the two at-large County Council-elect members. Emmett wants to know if they will attend.

Thank you,  
Nicole



Kalamazoo Little Free Library Plans

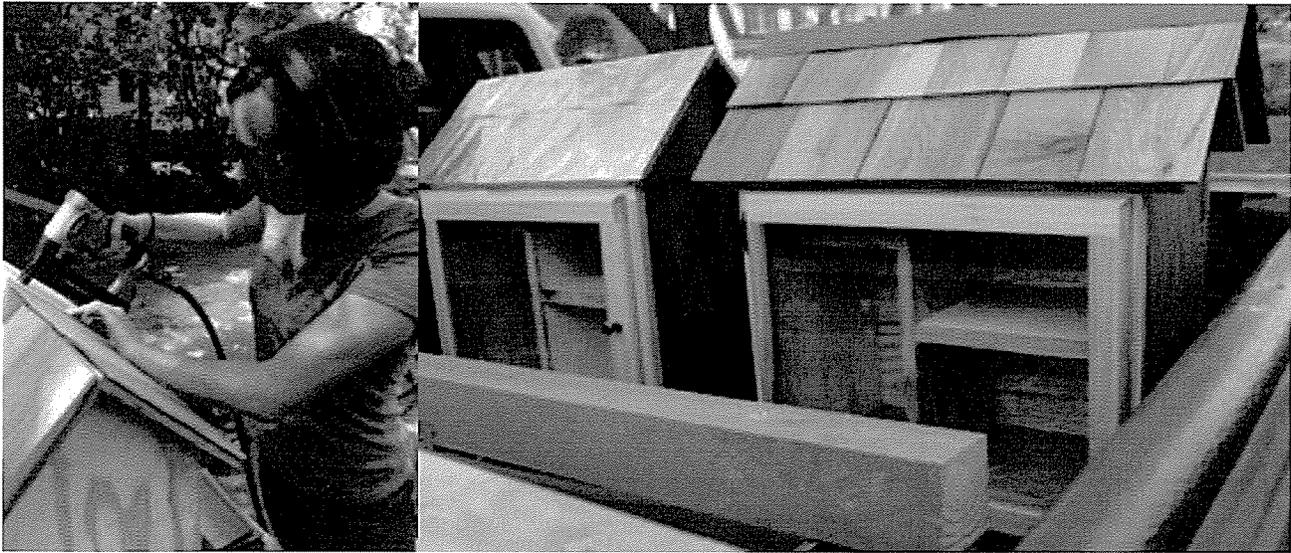


## Building your own Kalamazoo Little Free Library

*These instructions provide step by step instructions for constructing a little free library (LFL). This project requires a moderate degree of experience working with wood and associated power tools. The design shown is modified from plans on the Little Free Library web site (<http://www.littlefreelibrary.org/plans-and-tips-for-builders.html>). We encourage you to check out this site.*

### Required materials and tools:

- Most LFLs are constructed from 3/4" plywood.
- The face frame and doors are constructed from solid lumber (mostly 3/4" x 1.5")
- Plexi-glass for door (if desired)
- Self closing hinges.
- Screws or nails for assembly
- Table saw (a hand-held circular saw can be substituted)
- Miter saw (power or hand)
- Power drill (if using screws) or hammer
- Post hole digger
- Level



**Cut list for plywood.** Be sure to wear appropriate protective gear when working with tools (see Hannah's good example above).

The structure of the LFL is made from 6 pieces (base, back, 2 sides and 2 roof panels) of 3/4" plywood.

- Base: 20.75" x 11.75"
- Back 20.75" x 20"
- Sides: 12.5" x 26.25" (2 pieces)
- Roof: 26" x 11.5" (2 pieces)

**Cut list for face frame and door.**

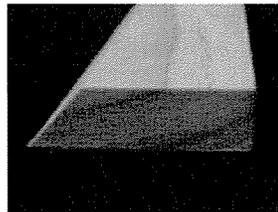
The door and face frame are made from 3/4" stock.

Face frame:

- Lower horizontal: 1.5" x 22.75"
- Upper horizontal: 2.5" x 22.75". This piece must be ripped at a 45 degree angle to enable it to fit snugly under the front roof section.
- Verticals: 1.5" x 16.5" (2 pieces).

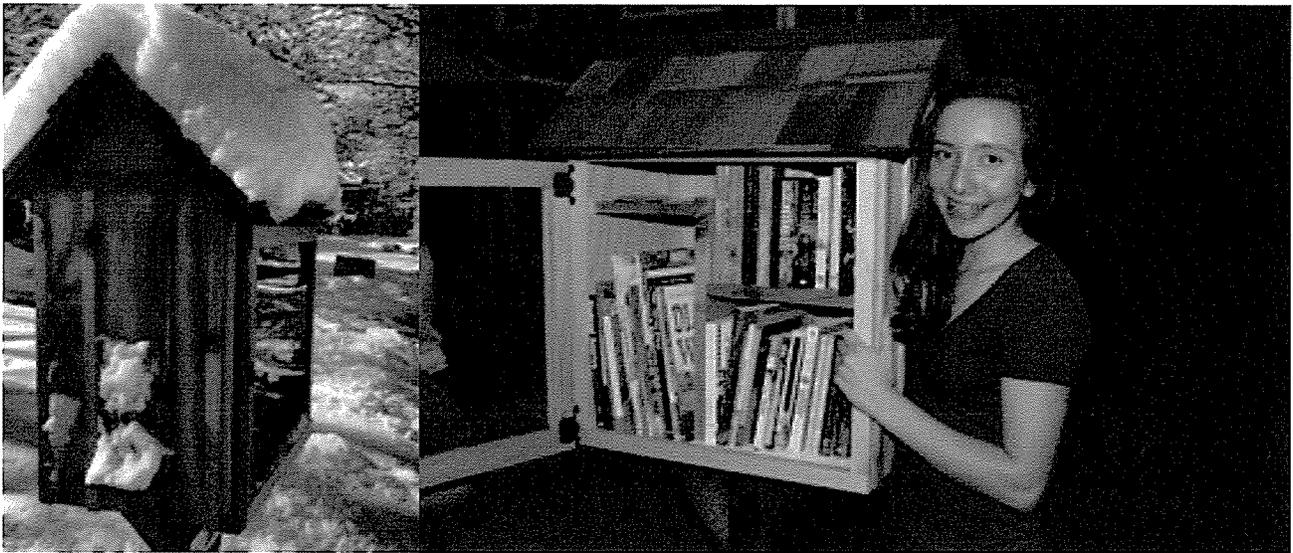
Door:

- Horizontals: 1.5" x 21.5" (2 pieces)
- Verticals: 1.5" x 17" (2 pieces). This length assumes mortise and tenon construction of the door and allows for a 1" tenon on each end leaving an exposed length of 15". If you are using a butt technique (such as pocket screws or corner brackets for the door the length of the verticals should be 15")
- We recommend cutting the plexiglass for the door after all the cuts for the door have been made and dry fit together.



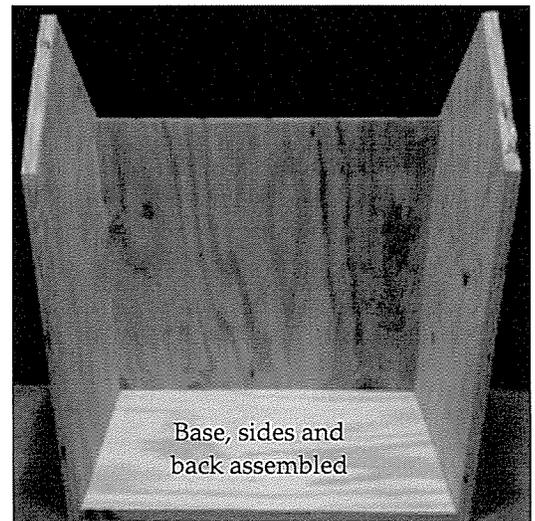
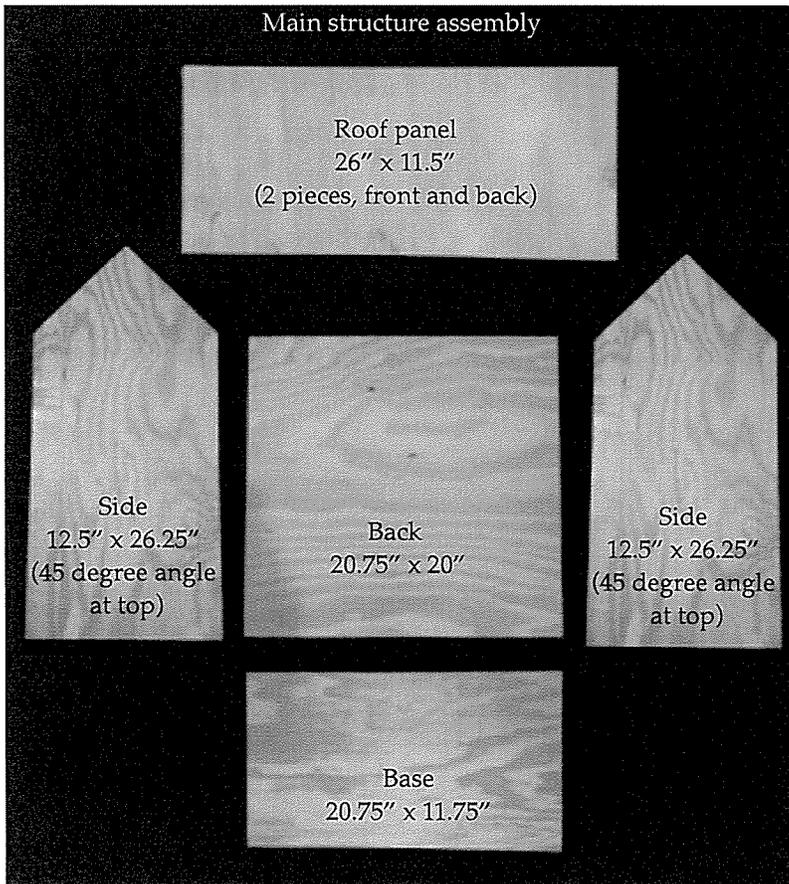
**Cut list for shelves:** Constructed from 3 pieces of 3/4" plywood or solid wood.

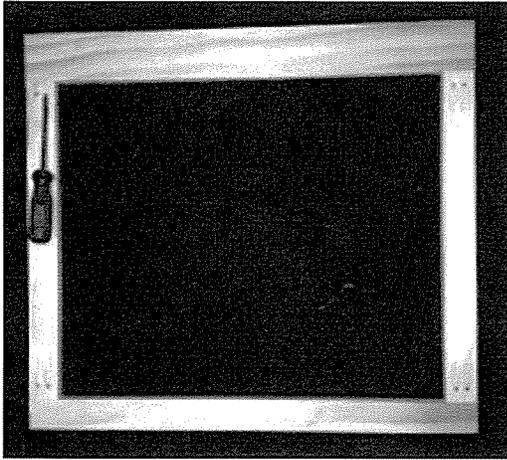
- Vertical: 9" x 15"
- Left horizontal: 9" x 9"
- Right horizontal: 9" x approximately 12" (when cutting the plywood leave this a little long. Cut to the exact length at the time of final assembly).



### Assembly of the main structure

- Attach the base to the back.
- Attach both sides
- Attach roof panels. The front roof panel should be attached first to provide slightly more overhang in the front.



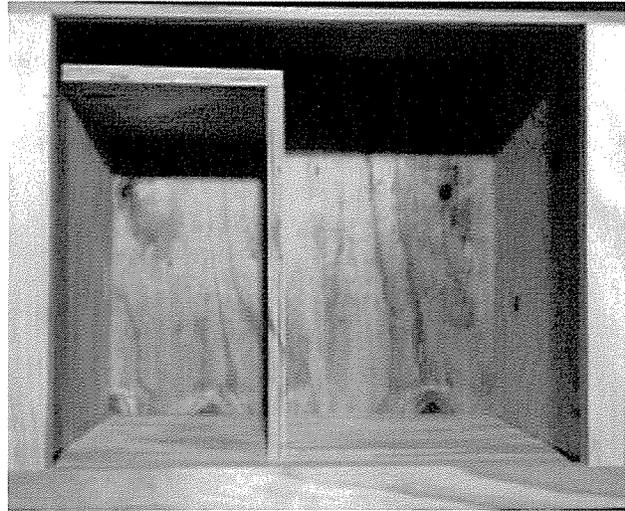


### Face frame assembly

- Assemble components with pocket screws on the back of the frame. Photo to left.
- Attach face frame to the main assembly. The frame can be face nailed or attached with pocket screws from the main assembly.

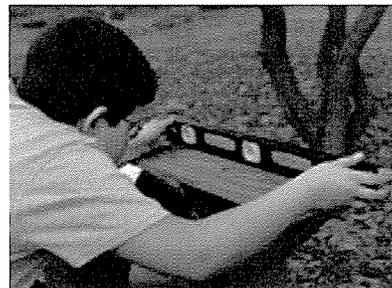
### Shelf installation

- Assemble the left shelf and the vertical support. Affix to body of the LFL.
- With the left shelf in place, mark the right shelf and cut to size. Install left self. A small piece of ply used as a spacer will help ensure the right self is level.
- Apply facing to self if desired



### Doors

- A variety of door styles can be used. We generally incorporate a piece of Plexi-glass, but solid doors are another option.
- Spring loaded/self closing hinges will help keep the door closed. A latch is also a good idea.



### Roofing

- Possible materials include- Cedar shakes, metal roofing, tin, copper flashing. Pick a material that compliments the other materials you have used.
- Be sure to use some sort of ridge cap to ensure weather tightness.

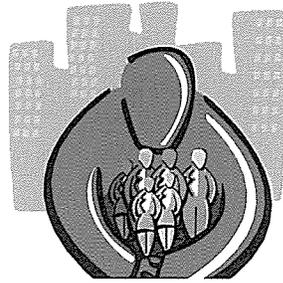
### Mounting Post

- A 4x4, 5 ft. long is a good length.
- Angled supports attached to a scrape of plywood provide a good mounting surface.
- The post is set in a hole 24-30" deep. Concrete is generally not needed.

## CITY NOTES

### Greenbelt CARES

Week Ending November 30



Between November 16 and 22, Christal Batey, Sharon Johnson, Katherine Farzin, Marian Kamara and Joyce Kolenky packed 21 Thanksgiving Food Baskets for Greenbelt families participating in CARES programs or in the community. Katherine and Joyce delivered to 12 families in the Franklin Park Apartments. Donation Summary: We received ~\$200 in cash donations, over \$200 grocery store gift cards, and several non-perishables- so many that it will allow us to have another Holiday Food Drive in December for five CARES families.

Judye Hering met with Van Dorian Lingoua Ntseketa on Wednesday. Van is a graduating senior from the University of Maryland's School of Public Health, Family Science major. Van will intern for the winter semester in the Vocational/Educational program.

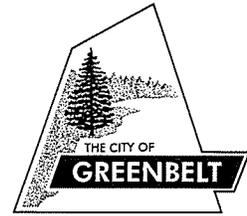
Judye Hering began publicizing the winter GED course that will begin on Monday, January 7, 2019. The class will meet for 10 weeks every Monday and Wednesday from 10 am – 12 pm at the Springhill Lake Recreation Center Clubhouse.

The Dispute Resolution and Managing Anger group concluded their nine week sessions on November 12, with three attendees successfully completing the program. The next D.R.A.M.A Club will begin January 14, 2019.

# WEEKLY REPORT

## Planning and Community Development

Week Ending: Friday, November 30, 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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**Commercial Properties:** 7400 Greenway Center Drive, Greenbelt Professional Center, Ambulatory Care Center, PNC Bank Hanover Parkway and Greenway East Professional Suites were annually inspected; and

Belle Point Office Park and 6320 Golden Triangle Drive were re-inspected.

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**Apartments:** Charlestowne North Apartments were re-inspected.

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**Rental Property:** Two rentals were annually inspected; and Seven rentals were re-inspected.

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**Complaints:** Total of five complaints were logged regarding a Greenbelt resident who observed illegal dumping of refuse and yard waste at Northway Field which resulted in three citations being issued, leak in bathroom, mold, circuit breaker installed incorrectly, mice infestation, and posting of illegal flyers in Greenbriar advertising pizza business; and

Seven prior complaints were re-inspected.

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**Windshield Inspections:** Emily's Way was observed and no issues were noted.

---

**Permits:** Three permits were approved and issued.

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**Alarms:** Two false alarm invoices were mailed to businesses; and Forty-two false alarm warning letters were mailed – twenty one to businesses and twenty one to residents.

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**Meetings: Staff Attended:**

City Council work session;

Department head meeting;

Department staff meeting;

ATHA Speaker Series meeting; and

Washington Suburban Transit Commission (WSTC) Public Forum;

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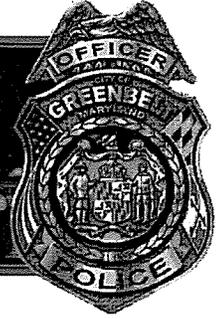
**Staff Met With:**

*Supervisory Inspector to discuss various items; and  
Community Planners to review questions regarding  
advertised Request for Proposals.*

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**Planning Projects:** *Worked on bid documents for the dam repair project;  
Worked on draft of proposed complete and green street  
policy;  
Reviewed inspection fees and permit fees for South Core  
Greenbelt Station;  
Reviewed WSSC plans;  
Submitted 2018 Road Improvement Report to State  
Highway Administration;  
Reviewed transit ridership data;  
Drafted a memo concerning Speed Sentry data;  
Prepared right-of-way research request for SHA;  
Reviewed the Maryland Manual on Uniform Traffic Control  
Devices;  
Cherrywood Lane site visit with consultants;  
Reviewing Cherrywood Lane project (RFP) consultant  
questions; and  
Reviewing Outfall Restoration Project.*

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## CRIME REPORT

NOVEMBER 28, 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

11/23 1:40 P.M.	101 Centerway. Attempt theft. Unknown person(s) broke into a locker at the Aquatics Fitness Center and rummaged through it. Nothing was taken.
11/23 10:10 P.M.	100 block Centerway. Theft. Unknown person(s) removed property from two purses at the Old Greenbelt Theater.

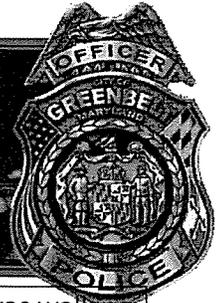
### FRANKLIN PARK/BELTWAY PLAZA/GREENBELT STATION/CAPITOL OFFICE PARK/METRO

11/20 8:11 P.M.	6000 block Greenbelt Road. Trespass arrest. Almeta Latrice Calloway, 32, of College Park, MD and Lewis Karl Ezekiel Thomas, 32, of College Park, MD were arrested and charged with Trespass after they were found on the grounds of Beltway Plaza after having been banned from the mall by agents of the property. The Thomas subject was released on citation pending trial. The Calloway subject was released on citation into the custody of the Department of Corrections for an open arrest warrant.
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**A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY**

# GREENBELT POLICE DEPARTMENT

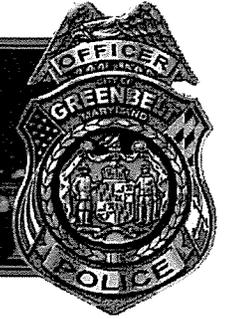


11/21 1:10 P.M.	5700 block Cherrywood Lane. Strong arm robbery. The victim advised that he was walking behind the Shell Food Mart when he was confronted by the two suspects, who began punching the victim and took his wallet. Both suspects then fled the area on foot. The victim was transported to the hospital by a family member for treatment of minor injuries. The suspects are described as a two black males, tall with medium builds, wearing all black clothing, no further.
11/22 9:20 A.M.	5500 block Cherrywood Lane. Trespass arrest. Michael Antonio Murphy, 33, of Greenbelt was arrested and charged with Trespass after he was found at the CVS Pharmacy after he had been banned by agents of the property. The subject was released on citation into the custody of the Department of Corrections for open arrest warrants.
11/23 8:04 A.M.	5800 block Cherrywood Lane. Trespass arrest. Aikeem Carlos Turner, 28, of no fixed address was arrested and charged with Trespass and False Statement after he was found on the grounds of Franklin Park Apartments after having been banned from the complex by agents of the property. The subject was released to the Department of Corrections for a hearing before a District Court Commissioner.
11/25 12:05 P.M.	6000 block Greenbelt Road. Trespass arrest. Jeffery Paul Myers II, 31, of Beltsville, MD was arrested and charged with Trespass after he was found on the grounds of Beltway Plaza after having been banned from the mall by agents of the property. The subject was released on citation into the custody of the Department of Corrections for a hearing before a District Court Commissioner.
11/26 2:17 P.M.	6200 block Springhill Court. Assault arrest. A nine year old Greenbelt youth was petitioned for Assault after he allegedly assaulted three other juveniles, resulting in minor injuries. The youth is in the custody of a parent pending action by the Juvenile Justice System.
11/26 12:36 P.M.	5700 block Cherrywood Lane. Fraud. The victim advised that approximately three weeks earlier he was approached by the suspect at the Shell Food Mart. The suspect asked the victim to deposit the suspect's personal check into the victim's account and give the suspect the money. The victim agreed and recently discovered that the suspect's check was fraudulent and the victim was responsible for the loss. The suspect is described as a black male, no further.



**A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY**

# GREENBELT POLICE DEPARTMENT



## GREENBELT EAST/GREENWAY SHOPPING CENTER

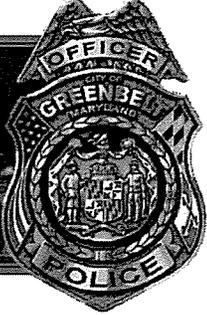
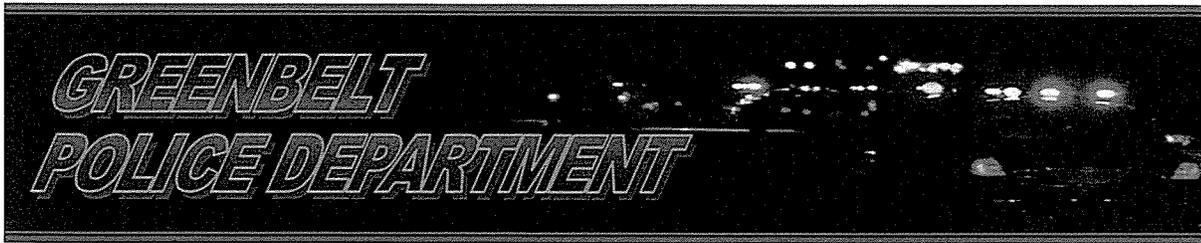
11/25 1:06 A.M.	Area of Hanover Parkway and Ora Glen Drive. DWI/DUI arrest. Deonte Lamale Robinson, 26, of Riverdale, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of being stopped for a traffic violation. The suspect was released on citations pending trial.
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### Automotive Crime - City Wide

11/21	5900 block Springhill Drive. Theft from auto. Four tires and rims were taken from a vehicle.
11/22	20 court Ridge Road. Vandalism to auto. Unknown person(s) scratched the paint on a vehicle.
11/23	7900 block Mandan Road. Vandalism to auto. Unknown person(s) flattened two tires on a vehicle.
11/23	5700 block Greenbelt Road. Unauthorized use arrest. Anthony Berry Cherry, 30, of District Heights, MD was arrested and charged with Unauthorized Use of a Motor Vehicle after he was located in a 2017 Volkswagen Jetta 4-door that had reported as a rental vehicle that had not been returned. The subject was released to the Department of Corrections for a hearing before a District Court Commissioner.
11/24	5800 block Cherrywood Terrace. Vandalism to vehicle. Unknown person(s) broke out the rear windshield of a vehicle.
11/26	7800 block Somerset Court. Theft from auto. Four tires and rims were taken from a vehicle.
11/26	7800 block Mandan Road. Vandalism to auto. Unknown person(s) broke out the driver's side window and dented the door.
11/26	6000 block Greenbelt Road. Stolen vehicle. A burgundy 1996 Chevrolet Tahoe SUV, Maryland tags 4DE6384.
11/27	9000 block Breezewood Terrace. Attempt theft from auto. Unknown person(s) gained access to the trunk of a vehicle and attempted to remove a rear speaker.
11/27	5900 block Cherrywood Terrace. Theft from vehicle. Unknown person(s) removed a security lock from a work van and removed power tools.
11/28	Area of Ora Glen Drive and Mandan Road. Theft from auto. Unknown person(s) removed an expiration sticker from a license plate.



**A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY**



# CRIME REPORT TALLY SHEET

WEEK OF NOVEMBER 28, 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.

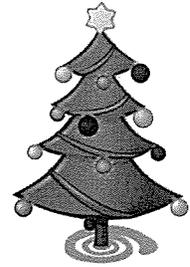
<u>GENERAL CRIMES</u>		<u>GENERAL CRIMES (CON'T)</u>	
Carjacking		Animal Bite	
Rape		Disruption of School Activities	
Armed Robbery		Transporting a Handgun in a Vehicle	
Attempt Armed Robbery		Reckless Endangerment	
Strong Armed Robbery	1	Emergency Commitment Petition	
Attempt Strong Armed Robbery		Missing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



*A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY*

# *Department of Public Works*

## *Week Ending November 30, 2018*



### **ADMINISTRATION**

- Met with the Public Information Coordinator and Planning Director to discuss proposed wireless communication code changes.
- Conducted interviews for a Maintenance Worker II position.
- Met with the mechanical engineer to finalize Theatre HVAC plans.

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

- Removed unwanted signs and checked for graffiti.
- Pushed yard debris at the Northway Fields compost site.
- Repaired potholes in Greenbelt East and Historic Greenbelt.
- Cleaned storm drains in Historic Greenbelt.
- Transported and set up risers in Roosevelt Center.
- Put out barrels for the Festival of Lights in Roosevelt Center.
- Cleaned curbs on Southway.
- Put out barrels for the final Farmer's Market.

### **HORTICULTURE/PARKS**

- Continued curbside leaf collection.
- Put up decorations at Public Works.

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

- Collected 24.31 tons of refuse and 16.02 tons of recycling material.

### **FACILITIES MAINTENANCE**

- Repaired a sink in the Community Center.
- Cleared the drain in the guard shower at the Aquatic & Fitness Center.
- Worked with the contractor on the alarm at the Aquatic & Fitness Center.
- Transported tires to recycling.
- Made repairs to the heating system at the Police Station.
- Worked with the contractor repairing cameras at the Springhill Lake Recreation Center and the Youth Center.
- Unclogged the sink in the men's locker room at the Police Station.
- Made repairs to the heating in the fitness wing at the Aquatic & Fitness Center.
- Made repairs to the door sensor in the weight room at the Aquatic & Fitness Center.
- Ran wire for Wifi at the Community Center.

## **FLEET MAINTENANCE**

- Performed a preventative maintenance inspection and replaced the front passenger tire on Police vehicle #858.
- Replaced both rear tires on Police vehicle #864.
- Replaced the front driver side tire on Police vehicle #843.
- Repaired the gun rack, performed preventative maintenance and in the process of diagnosing driver's complaint for a coolant leak on Police unit #812.
- Attended Management Training on Monday and Tuesday.
- Repaired hazard lights on Case loader #129.
- Repaired the coolant leaking from the low intake gasket on pick-up #421.
- Repaired the power steering system and charged the battery on Police vehicle #821.
- Repaired the HVAC system on police vehicle #805.

# **Greenbelt Recreation Department**

## **Weekly Report**

### **Week Ending November 30, 2018**

#### **ADMINISTRATION:**

- Attended department head meeting and participated in strategic planning exercise.
- Attended City Council work session where final draft of Recreation and Park Facilities Master Plan was present to Council, PRAB and the public. The City will be taking comments on the plan until January 1, 2019. The plan will be presented to City Council for final approval at a subsequent meeting.
- Met with Aquatic and Fitness Center staff to review various items related to facility operations, programs, training, etc.
- Staff met to review the Financial Assistance Program.

#### **YOUTH CENTER/ SPRINGHILL LAKEGREENBELT KIDS:**

- Annual Festival of Lights event plans are well underway! The first event of the month long celebration is Friday, November 30 beginning at 7 pm in Roosevelt Center. The Annual Tree Lighting marks the beginning of the Festival of Lights. Santa will arrive at about 7:15 pm and light Greenbelt's holiday tree. Hot cocoa, hot cider, gingersnaps, peppermints and mandarins will be offered as complimentary refreshments during the event. This zero waste event features compostable cups and treat wrappers as part of Greenbelt's efforts to provide environmentally friendly special events. A free showing of *How the Grinch Stole Christmas* will continue the fun at the Greenbelt Theatre, beginning at 7:30 pm. Many thanks to our partners at Public Works and the Greenbelt Theatre for their support of this community special event!
- Plans and preparations continue for Santa's Visit to the Youth Center, the Elves Workshop and North Pole Calling programs.
- Winter 2019 Activity Guide is now available on-line and printed guides are available in city buildings. Registration for winter classes began on November 26 for residents and will begin on December 3 for non-residents.
- Planning and preparation of the 2019 Camp Guide continued in coordination with Bev Palau.
- Spring 2019 Activity Guide production schedule was shared with all staff, and program planning for Spring continued.

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

- GMST met on Tuesday and Thursday.
- GAFC Swim Instructor(s) provided 10 private swim lessons and Aqua Training sessions (Friday-Thursday).
- Hot tub closed for regular bi-weekly cleaning on Wednesday from 12 pm to 8 pm.
- A total of 31 UM Shuttle Membership Passes were sold as of November 28.
- Last class of Fall 2018 Children's Swim Lessons will be held on Saturday, December 1, and Friday, November 30 for homeschool lessons.
- M/W/F Deep Water Aerobics Class at 1 pm has been canceled for December due to low enrollment and it will not be held next year.

- Non-perishable food donation items are being delivered to the Berwyn Presbyterian Church Food Pantry next week.
- The US Marine Corp Reserve and the GAFC are teaming up to collect new, unwrapped toys to distribute to local families during the holidays. Donations are accepted in the main lobby of GAFC now through December 21.
- A new candidate has accepted the swim lesson instructor job offer. Scheduled to start on Saturday, December 1.
- December 2018 Newsletter email was sent to 1,682 subscribers via GovDelivery System on Thursday.

### **COMMUNITY CENTER:**

- Resident registration began on Monday with a steady stream of patrons passing through all week.
- Tickets for Alice in Wonderland are now on sale. One show is sold out!
- Check out the front lobby display case – it was installed for the month of December by the Museum Curator.
- Thanks to Betty Timer for updating the small display case in the East hallway to a winter theme.
- Supervisor attended a Maryland Recreation and Parks Association Conference Committee meeting at North Laurel Community Center.
- Supervisor renewed Certified Park and Recreation Professional Certification. It required 20 hours of Continuing Education Credits. She has held the certification since 1998.
- Supervisor continued to field inquiries in regard to food operation rentals for the Commercial Kitchen. There have been 362 inquiries since April 2015. There are currently six food operations who received all permits and may rent the Kitchen.
- There were 4 facility reservations processed.
- There were 5 private rentals and 22 pattern rentals.
- The following free space groups were provided space: Greenbelt Concert Band, Golden Age Club, CCRIC, Green ACES and Greenbelt Astronomy.
- The following City groups were provided space: Be Happy, Be Healthy Yoga & Volleyball, Senior Citizen's Advisory Committee and City Council.

### **THERAPEUTIC RECREATION:**

- Supervisor attended Senior Citizens Advisory Committee meeting- welcomed a new member and had two guests who will potentially join. No meeting in December, meetings resume in January 2019.
- Food Service Manager assisted with preparing for and working the Tree Lighting (11/30 at 7pm).
- Senior Nutrition served 62 hot meals week of 11/26-11/30.