

CALENDAR

< PREVIOUS MONTH

MARCH 2020

NEXT MONTH >

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
23	24	25	26	27	28	29
1	2 7:40 PM Advisory Board Interview, (MB) 8:00 PM Work Session - Hanover Parkway Bikeway Facility Feasibility Study, (MB)	3 1:00 PM FREE Caregiver Educational Lecture Series 7:00 PM Arts Advisory Board 7:00 PM Public Safety Advisory Committee	4 7:30 AM Business Coffee, (MB) 1:00 PM Free Memory Training Class 1:30 PM Greenbelt Memory Cafe 7:30 PM Work Session - Greenbelt Postmaster, (CC)	5 1:30 PM FREE Produce Distribution 6:30 PM A Virtual Conversation on the 2020 Census! 7:00 PM Forest Preserve Advisory Board	6	7 7:00 PM Winter Youth Musical
8 NLC Summit - Washington, DC 3:00 PM Winter Youth Musical	9 NLC Summit - Washington, DC 7:00 PM CART	10 NLC Summit - Washington, DC 5:30 PM Board of Elections 7:40 PM Advisory Board Interview, (MB) 8:00 PM Regular Meeting, (MB)	11 NLC Summit - Washington, DC 1:00 PM Free Memory Training Class 1:30 PM Memory Support Group 6:00 PM Caregiver Support Group 8:00 PM Work Session - Memorial Wall Piece/ Small Cell Procedures and Policy Review, (CC)	12	13	14 2:00 PM Winter Youth Musical 7:00 PM Winter Youth Musical
15	16 6:30 PM Reel & Meal: Heather Booth Changing the World 7:00 PM Advisory Committee on Education Educator Awards 8:30 PM Special Meeting / Closed Session - City Manager's Evaluation, (MB)	17	18 1:00 PM Free Memory Training Class 1:30 PM Greenbelt Memory Cafe 7:30 PM Park and Recreation Advisory Board 7:30 PM Advisory Planning Board 8:00 PM Work Session - Friends of Greenbelt Museum, (CC)	19	20 10:00 AM Census Bingo 10:00 AM Census Bingo	21
22	23 7:00 PM PGC Hearing on Countywide Sectinal Map Amendment 8:00 PM Regular Meeting, (MB)	24 6:00 PM Water Main Replacement Information Meeting 7:00 PM Advisory Committee on Trees 7:00 PM Advisory Committee on Education	25 1:30 PM Memory Support Group	26 8:00 PM Work Session - Greenbelt East Advisory Coalition, (Greenbriar)	27 6:00 PM Census Bilingual Bingo	28
29 7:30 AM Colorectal Cancer 5k Walk and Run 1:00 PM HUG Walk	30 8:00 PM Work Session - Wrap-Up Meeting with Board of Election, (MB)	31 3:30 PM Senior Citizens Advisory Committee Meeting 7:30 PM Pickleball Public Input Meeting	1	2	3	4

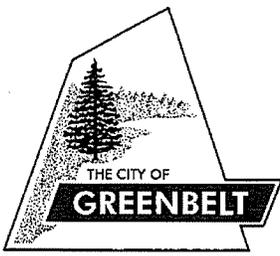
CALENDAR

< PREVIOUS MONTH

APRIL 2020

NEXT MONTH >

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	30	31	1 1:30 PM <u>Greenbelt Memory Cafe</u> 7:30 PM <u>Advisory Planning Board</u> 8:00 PM <u>Budget Work Session - Overview, General Fund, General Government, Economic Development & Other Funds (MB)</u>	2 1:30 PM <u>FREE Produce Distribution</u>	3	4
5	6 7:30 PM <u>Budget Work Session - Planning/ Capital Projects Fund/ Public Works, (MB)</u>	7 1:00 PM <u>FREE Caregiver Educational Lecture Series</u> 7:00 PM <u>Arts Advisory Board</u>	8 <u>No Meeting - Passover</u> 1:30 PM <u>Memory Support Group</u> 6:00 PM <u>Caregiver Support Group</u>	9	10	11
12	13 <u>No Meeting - Easter Monday.</u> 6:30 PM <u>Youth Advisory Committee</u>	14 8:00 PM <u>Regular Meeting, (MB)</u>	15 1:30 PM <u>Greenbelt Memory Cafe</u> 7:30 PM <u>Park and Recreation Advisory Board</u> 7:30 PM <u>Advisory Planning Board</u> 8:00 PM <u>Budget Work Session - Greenbelt Community Emergency Response Team (CERT)/ Greenbelt Community Animal Response Team (CART)/ Greenbelt Volunteer Fire Department/ Public Safety</u>	16	17	18
19	20 8:00 PM <u>Budget Work Session - Recreation, (MB)</u>	21	22 1:30 PM <u>Memory Support Group</u> 8:00 PM <u>Work Session - TBD, (CC)</u>	23	24	25
26	27 8:00 PM <u>Regular Meeting, (MB)</u>	28 3:30 PM <u>Senior Citizens Advisory Committee Meeting</u> 7:00 PM <u>Advisory Committee on Education</u>	29 7:30 PM <u>Budget Work Session - Green Ridge House, (Green Ridge House)</u>	30	1	2



City Manager's Report Week Ending March 6, 2020

1. Participated in County conference call regarding coronavirus preparedness and response. Staff is working to address preparedness and monitoring Federal, State, and County health Department and Emergency Management information. Coordination with NASA Goddard Flight Center and other organizations staff regarding efforts to address the novel Coronavirus and potential economic impact.
2. Please note that the Enterprise Zone letter originally received from the County noted that the municipalities would be required to provide tax credits. Following a conference call with the County Economic Development Commission staff, it was confirmed that was an error. However, the draft resolution has prepared to confirm that there will not be municipal tax credits. At the time of this report, staff awaits mapping to provide to Council. This will help outline eligible land for the proposed enterprise zone. The Edmonston Road and Franklin Park area was identified as eligible and the associated map will reflect that.
3. Approved permits for several activities including the Farmer's Market, Greenbelt Baseball Opening Day Parade and the Green Man Festival.
4. Sponsorship for the MML Golf Tournament was processed.
5. Submitted the \$43,500 FY2020 Second Quarter PEG Fee payment to Greenbelt Access Television (GATe). This included about \$20,644 from Verizon and \$22,900 from Comcast. This represents a portion of the overall fees received from each company.
6. New Pedestrian/Bicycle Trails Maps are available.
7. Dale Worley has confirmed that equipment will be installed this week to support the telephone system upgrade. The work will be performed gradually, with coordination with the County Emergency Management officials, as well as public notice regarding any times that non-Police phones will be down- the latter anticipated for about two minutes each line. County staff will continue to field and dispatch 911 calls.
8. Slated for April 1 is anticipated date for the City transition to the County CAD system. Staff is reviewing cost estimates and working with a vendor to reduce the cost of backing up data from the existing City CAD system. The estimate is significantly more than estimated.
9. Recreation staff initially planned to use 75% Program Open Space funds and 25% of City funds to improve Lakecrest Tennis Court and Braden Court. The State indicated that Braden Court was not eligible given recent POS fund improvements. So 100% City funds will be used to fund that portion of the project. The estimated cost at Lakecrest Court is about \$28,000 for tennis only improvements; \$40,000 to convert the Lakecrest Court to solely pickleball, with a final cost of about \$10,000 to the City. Shared tennis/pickleball use or "watermarking," a lighter colored line than the brilliant tennis court lines, and reconfiguration of posts, would be slightly more than the tennis court only estimate, or about \$33,000. The Pickleball exclusive court costs are higher yet still covered by Program Open Space.

Staff has consulted with Greenbelt Tennis Association and reports that the Association seems to be supportive of the proposal. The Lakecrest Courts are currently public drop in. The Parks and Recreation Advisory Board supports the concept. A community meeting is being scheduled for March 31st. Please see the attached flyer and advise on any comment. The Association, local residents and other stakeholders, will be invited to attend.

10. Supported legislative agenda follow-up.

11. Met with and/or teleconferenced with staff regarding personnel, operational, and legal matters.

12. Participated in Council work sessions and Quarterly Business Coffee.

13. Assistant City Manager

- a. Attached is the legislative update.
- b. Researched, monitored and tracked state legislation.
- c. Worked on FY 2021 budget preparations.
- d. Prepared for Bond Initiative hearing on Saturday.
- e. Met with Museum staff.
- f. Met with senior staff to review FY 2021 capital project proposals.

14. City Treasurer

- a. Continued work on the FY 2021 budget.

15. Information Technology

- a. Worked with Executime re: clock lockup at Community Center.
- b. Began phone system build/installation.
- c. CAD conversion – vendor discussions re: Dispatch console upgrades for additional monitors.
- d. Reviewed remote access availability and scalability.

16. Economic Development

a. Events & Training

- International Council for Shopping Centers Mid-Atlantic Conference & Deal Making
- Mid-Winter Business Coffee
- Women in Business Luncheon

b. Economic Development Admin

- Working with staff to coordinate on initiatives that span across the community.
- Ongoing weekly outreach to Greenbelt business community.

cc: Department Heads
David Moran, Assistant City Manager
Mary Johnson, Human Resources Officer
Bonita Anderson, City Clerk

INTEROFFICE MEMORANDUM

TO: NICOLE ARD, CITY MANAGER

FROM: JOE MCNEAL, CO-ACTING DIRECTOR OF RECREATION *JM*
GREG VARDA, CO-ACTING DIRECTOR OF RECREATION *GV*

SUBJECT: RE-PURPOSING OF LAKECREST TENNIS COURTS

DATE: MARCH 5, 2020

CC: DAVID MORAN, ASSISTANT CITY MANAGER
BONITA ANDERSON, CITY CLERK

In FY 20 there is funding to make improvements to the two tennis courts located at Lakecrest Drive. In reviewing the project, staff considered recommendations from the Recreation and Park Facilities Master Plan which suggested considering expanding the scope of services and leisure opportunities available in Greenbelt. To that end, the possibility of re-purposing the Lakecrest Drive Tennis Courts to Pickle Ball Courts was discussed at a Park and Recreation Advisory Board meeting. The Board supported conducting a public input meeting to consider this possibility. Pickle Ball is a sport that has been around for decades and has been growing in popularity in Greenbelt and around the country.

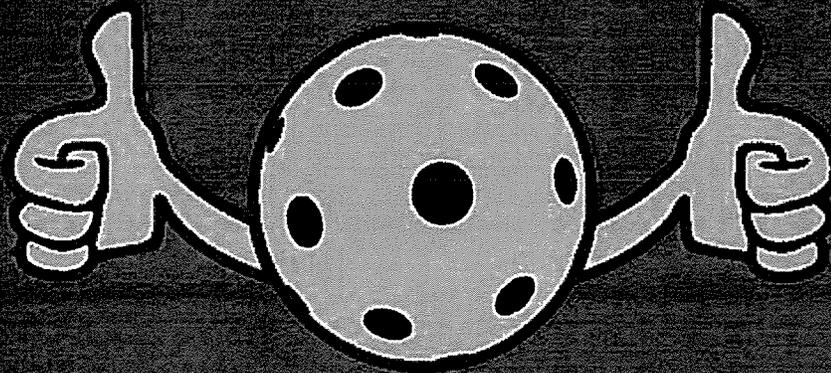
Staff plans to conduct a public input meeting on March 31st to discuss options for keeping the courts for tennis use only, altering the courts to provide shared use for tennis and Pickle Ball or making the courts exclusively Pickle Ball courts. Attached is a flyer for the planned meeting. We plan to put advertisements out next week in the News Review as well as directly notifying area HOA's through their management companies. Additionally, notifications will be sent to the GTA and flyers for the meeting will be posted at all City Tennis Courts.

PICKLEBALL PUBLIC INPUT MEETING

MARCH 31 AT 7:30PM

GREENBELT YOUTH CENTER

99 CENTERWAY



THE CITY IS CONSIDERING RE-PURPOSING THE TWO
TENNIS COURTS LOCATED ON LAKECREST DRIVE
FROM TENNIS TO PICKLEBALL AND
WOULD LIKE YOUR INPUT!

PICKLEBALL IS A SPORT THAT COMBINES ELEMENTS
OF TENNIS, BADMINTON AND PING-PONG AND IS PLAYED
WITH A PADDLE AND PLASTIC BALL ON A COURT SMALLER
THAN A TENNIS COURT. IT HAS BECOME INCREASINGLY
POPULAR AND THE CITY WANTS YOUR OPINION ON
OFFERING THIS IN OUR COMMUNITY!

GREENBELT
RECREATION

FOR MORE INFORMATION CALL 301-397-2200 OR EMAIL
YOUR THOUGHTS TO [JMCNEAL@GREENBELTMD.GOV](mailto:jmcneal@greenbeltmd.gov)



2020 Legislative Update
March 6, 2020

Bill #	Description	Sup/Opp	Status
HB 8	Illegal Dumping & Litter – Yard Waste	SUP	Hearing held 1/29. Committee voted unfavorable.
HB 86 SB 136	Maryland Metro/Transit Funding Act	SUP	HB hearing held 1/28. Committee voted favorable with amendments. Passed House 96-41. SB hearing held 2/5.
HB 292 SB 229	Toll Roads, Highways and Bridges – County Consent	SUP	HB hearing held 2/13. SB hearing held 1/29.
HB 78 SB 172	Bay Restoration Fund – Authorized Uses	SUP	HB hearing held 1/29. Committee voted favorable with amendments. Passed House 139-0. SB hearing held 1/29. Committee voted favorable with amendments. SB passed 45-0.
SB 161 HB 5	Hate Crimes – Use of an Item or Symbol to Threaten	SUP	House Committee voted favorable. Bill passed House 133 to 4. SB hearing held 1/29. Senate Committee voted favorable. Bill passed Senate 45-0.
HB 209 SB 313	Statewide Ban on plastic bags	SUP	HB hearing held 2/11. SB hearing held 2/20.
PG 401	Enabling Law for County ban on plastic bags	SUP	County Affairs Committee has no recommendation. Prince George’s Delegation voted unfavorable.
SB 253 HB 715	Prohibited Appropriations – Magnetic Levitation Transportation Systems	SUP	SB hearing held 2/5. HB hearing held 2/25.
SB 982 HB 1394	Highway User Revenues – MML Priority Bill	SUP	SB hearing held 3/4. HB hearing held 3/5.
HB 561 SB 315	Community Choice Energy – Municipal Opt-Out Aggregation	SUP	HB hearing held 2/13. SB hearing held 2/25.
SB 490 HB 709	Youth Services Bureaus - Funding	SUP	SB hearing held 2/12. Senate Committee voted favorable. Passed Senate 40 to 6. HB hearing held 2/18.
SB 277 HB 359	Clean Cars Act of 2020 – Extension and Funding	SUP	SB hearing held 2/11. HB hearing held 2/13.
HB 733 SB 526	Private Sector Transportation Projects Ombudsman	SUP	HB hearing held 2/21. SB hearing held 3/4.
SB 530 HB 231	Housing Opportunities Made Equal Act	SUP	SB hearing held 2/4. Committee voted favorable with amendments. Passed Senate 34-12. HB hearing 2/4. Committee voted favorable with amendments.

Bill #	Description	Sup/Opp	Status
SB 737 HB 1250	Sustainable Maryland Program Fund	SUP	SB hearing held 2/26. HB hearing held 2/28.
HB 1238	Prohibits Maglev with Consent and Certain Conditions	SUP w/Amend	Hearing on 3/5 at 1:00pm.
HB 203 SB 614	CPP Program – Expand to Howard and Baltimore County	OPP	HB hearing held 2/21. Committee voted unfavorable. SB withdrawn.
HB 748	Bikeways Network Program	SUP	Hearing held 2/21. Committee voted favorable with amendments.
HB 824	Beverage Container Deposit Program	SUP	Hearing held 2/26.
HB 1034 SB 835	County and Municipal Street Lighting Investment Act	SUP	HB hearing held 3/5. SB hearing held 3/4.

WEEKLY REPORT

Planning and Community Development

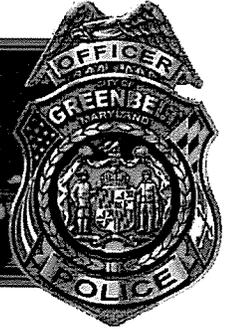
Week Ending: Friday, March 6, 2020



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

CODE ENFORCEMENT

Apartments:	<i>Annual inspection of Franklin Park Apartments continued.</i>
Complaints:	<i>One court ordered complaint was logged this week regarding mice infestation; and One complaint was logged regarding excessive mold;</i>
Permits:	<i>Two permits were approved and issued;</i>
Burglar Alarms:	<i>Twenty five alarm renewal business notices were mailed; and One company alarm renewal notice was mailed;</i>
Meetings:	Staff Attended: <i>Business Breakfast; Department Head meeting; and Progress meeting on Greenbelt Lake Dam project.</i> Staff Met With: <i>Public Works Director to review right-of-way permits; Resident to discuss Countywide Sectional Map Amendment; Sharon Bradley to discuss status of Buddy Attick Path Parking Lot Retrofit project; Assistant City Manager to discuss Capital Projects; and Code Inspector.</i>
Planning Projects:	<i>Processed invoices for payment; Prepared budget materials; Reviewed Countywide Map Amendment; Prepared agenda comments and reference materials for the City Council regular meeting agenda; Reviewed right-of-way permits; and Worked on bid documents for the Buddy Attick Park Parking Lot Retrofit project.</i>

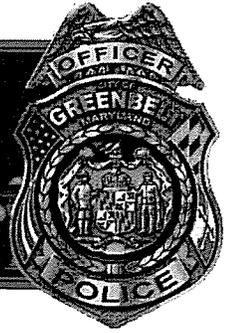


WEEKLY ACTIVITY

Week Ending March 6, 2020

- Met with the State Highway Administration to continue conversation about the intersection of Greenbelt Road and Route 201.
- Met with Human Resources and Public Works to address and streamline the reporting process for crash claims.
- Sat in on a conference call with the Prince George's County Emergency Operations Center regarding the Coronavirus.
- Four members of the department attended RMS training in preparation for the PremierOne CAD software rollout on April 1st.
- Met with Greenbelt Station management about planning an upcoming community meeting.
- Met with the Maryland State Police command in reference to a joint traffic initiative.





CRIME REPORT

MARCH 4, 2020

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

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

See Automotive Section

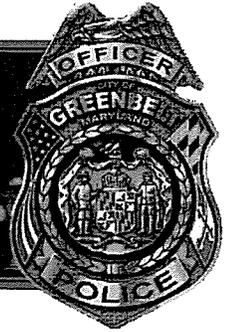
FRANKLIN PARK/BELTWAY PLAZA/GREENBELT STATION/CAPITOL OFFICE PARK/METRO

02/28 11:30 P.M.	9111 Springhill Lane. Burglary. Unknown person(s) entered the residence by way of the unlocked front door and removed two purses and a wallet.
02/28 7:39 A.M.	6204 Breezewood Drive. Vandalism. Unknown person(s) used a rock to break out the bedroom window of a residence.
02/28 6:35 P.M.	5805 Cherrywood Lane. Unknown person(s) used an unknown object to break out the bedroom window of a residence.
03/02 11:00 A.M.	Area of Greenbelt Station Parkway and Miner Street. Vandalism. Unknown person(s) spray painted graffiti on a barrier fence.
03/03 5:30 P.M.	6000 block Greenbelt Road. Counterfeit money. Subject passed a counterfeit bill at Beltway Plaza Hardware. The suspect is described as a black male, no further.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



GREENBELT EAST/GREENWAY SHOPPING CENTER

02/26 9:30 A.M.	7474 Greenway Center Drive. Credit card offense. The victim advised that she lost her wallet. Credit cards in the wallet were later used to make unauthorized purchases.
02/26 1:12 P.M.	7708 Hanover Parkway. The victim advised that he was walking near 7708 Hanover Parkway when a subject grabbed his cell phone from his hands and fled the area on foot. The suspect is described as a black male, 16 to 18 years of age, 120 to 135 pounds, wearing all black clothing.
02/27 8:05 P.M.	7541 block Greenbelt Road. Theft. The victim advised that the suspect entered the Starbucks and took his coffee mug and two tumbler-type mugs and fled the scene. The suspect is described as a black male wearing all black clothing, no further.
03/03 9:00 P.M.	7800 block Emily Way. Injured person. Officers responded to a report of juveniles fighting. The victim advised that he was approached by a group of juveniles and attempted to run from the area when he fell, injuring himself. The victim was transported to Doctor's Community Hospital for treatment of minor injuries.
03/04 11:26 P.M.	7501 Greenway Center Drive. Burglary. Surveillance footage showed a subject break out a window at the Uptown Deli, enter the business and remove money from a register. The suspect is described as an older black male, wearing a black hooded sweatshirt, a black mask and gloves.

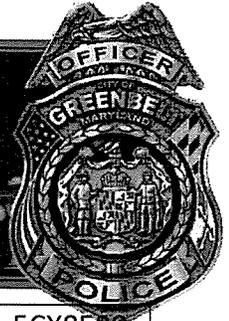
Automotive Crime - City Wide

02/28	6500 block Capitol Drive. Theft from vehicle. Two tags, D.C. FW5691, were taken from a vehicle.
02/28	9200 block Springhill Lane. Theft from auto. The victim advised that he observed the suspect enter his unlocked vehicle, take a backpack and flee the scene. The suspect is described as a black male, wearing a black coat over a black hooded sweatshirt.
02/29	20 Court Southway. Theft from auto. The victim advised that she was pumping gas at the BP gas station when her purse was taken from her unlocked vehicle. Surveillance footage showed the suspect to be a black male wearing a grey hooded sweatshirt, who got out of a blue Volkswagen SUV, took the purse then fled the area in the suspect vehicle.
03/03	6301 Golden Triangle Drive. Stolen auto. A black 2012 Nissan Altima 4-door, Maryland tags WTZGOOD.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

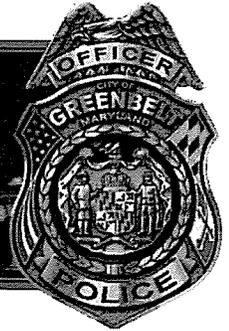
GREENBELT POLICE DEPARTMENT



03/03	2 Parkway. Theft from vehicle. Unknown person(s) took a rear tag, Maryland 5CX8500, from a vehicle.
03/04	9100 block Springhill Lane. Vandalism to vehicle. Unknown person(s) used a rock to break out the rear windshield of a vehicle.
03/04	22 Parkway. Theft from auto. Unknown person(s) removed the front tag from a vehicle.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



CRIME REPORT TALLY SHEET

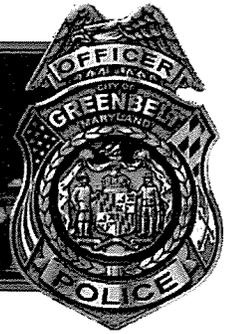
WEEK OF MARCH 4, 2020

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		Emergency Commitment Petition	2
Attempt Strong Armed Robbery		Missing Person	
Burglary	1	Fraud	1
Attempt Burglary		Unattended Death	
Assault	3	Alcohol Violation	
Domestic		False Report	
Drugs		Harassment	
DUI/DWI		Field op (suspicious person)	1
Theft	5	Notification for other agency	
Vandalism	2	Injured Person	1
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	1
Trespass		Recovered Stolen Vehicles	
Disorderly Conduct		Recovered Stolen Tags	
Failure to Obey Lawful Order		Theft From Vehicles	3
Credit Card Offense	1	Attempt Theft From Vehicles	
Telephone Misuse		Attempt Theft of Vehicle	
Counterfeit Money	1	Vandalism to Vehicles	1
Suspicious Person		Accidents	7



GREENBELT POLICE DEPARTMENT



Animal Control Activity

One sick mole was impounded and transported for rehabilitation.

One dog was adopted.

One cat was surrendered to the shelter.

One stray cat was impounded to the shelter.

The leopard gecko has been recovering well and will be returning to the shelter for adoption soon.

WAGS met on Wednesday, March 4th to discuss events for 2020.

Shelter Residents: 4 cats, 1 kitten and 1 gecko in foster care.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

Department of Public Works Weekly

Report for Week Ending

March 06, 2020



ADMINISTRATION

- Held Supervisor's meeting.
- Met with the Facilities Maintenance Crew regarding operating procedures.
- Attended the Greenbelt Lake Dam progress meeting.
- Interviewed Facility Maintenance Technician candidates.
- Wrote solar farm memos for Council meeting.
- Attended Capital Projects meeting.
- Attended Department Head meeting.
- Participated in a walkthrough with a realtor of two commercial properties.
- Participated in conference call to discuss emergency preparedness for COVID-19.

STREET MAINTENANCE/SPECIAL DETAILS

- Picked up unwanted signs and checked for graffiti.
- Pushed yard debris at the Northway Fields compost site.
- Cleaned storm drains in Historic Greenbelt.
- Repaired potholes throughout city.
- Continued asphalt crack sealing on Lastner Lane.
- Started asphalt crack sealing on Ivy Lane.
- Delivered nine risers to Community Center.

HORTICULTURE/PARKS

- Serviced citizens' chipper requests.
- Cleared sediment from bio retention and sediment trap.
- Removed vegetation from bio retention and pruned trees and bushes.
- Mulched bio retentions.
- Performed vegetation maintenance at Buddy Attick Lake.
- Pruned for street and sidewalk clearance on Greenbrook Drive.
- Removed downed limb on Mandan Road.
- Removed fallen dead tree on path behind 12 Parkway.

REFUSE/RECYCLING/SUSTAINABILITY/ENVIRONMENTAL

- Collected 24.79 tons of refuse and 11.36 tons of recycling material.
- Performed daily SWPPP inspections.
- Helped review solar memos.
- Attended Green Team Time Bank Trainers bi-annual meeting.
- Finalized training chart for Time Bank.

BUILDING MAINTENANCE

- Began monthly preventative maintenance throughout all city buildings.
- Replaced faucet in men's bathroom in the Greenbelt Aquatic and Fitness Center.
- Repaired toilet in men's bathroom in the Greenbelt Aquatic and Fitness Center.
- Moved sink and repositioned mirror in the Police Station.

FLEET MAINTENANCE

- Started repairing lights and fixed left rear tire on vehicle #127.
- Removed and cleaned pins in vehicle #145.
- Replaced broken chipper blades in vehicle #468.
- Installed gun rack in vehicle #615.
- Completed preventative maintenance and replaced rear brake pads and rotors on vehicle #859. Also, replaced front tires and TPM sensors.
- Completed preventative maintenance on vehicles #863 and #873.
- Repaired emergency light and installed new siren speaker on vehicles #867.

Greenbelt Recreation Department

Weekly Report

Week Ending March 6, 2020

ADMINISTRATION:

- Met with City Manager and senior staff to review preparedness plans related to COVID-19.
- Met with representatives from Eleanor Roosevelt High School to discuss allocation of field time and permits for spring youth sports.
- Attended Capital Projects meeting on Tuesday.
- Met with Assistant City Manager to review Special Projects budget.
- Met with Aquatic and Fitness Center staff to review various items.
- Attended Department Head meeting.
- Met with Executive Director of the Old Greenbelt Theatre to discuss spring and summer recreation programming.
- Reviewed Recognition Group project and operating grant submittals to assure accuracy.

YOUTH CENTER/ SPRINGHILL LAKE/PARK RANGERS/GREENBELT KIDS:

- Winter classes continued.
- Our 2020 Camp Guide is available online and in recreation facilities. Registration began on February 3 for residents and February 18 for non-residents.
- Assisted with staging set-up for opening weekend of the Winter Youth Musical.
- Attended a training on Adverse Childhood Experiences and their impact on children's brain development. Staff will serve as facilitators at a future training for recreation staff.
- Planning and preparation for the Annual Egg Hunt continued.
- Planning continues for a new special event, Afternoon Tea, scheduled for Sunday, April 5, in the afternoon.
- Planning for Celebration of Spring has begun. Saturday, May 16 is the date for the annual celebration at Springhill Lake Recreation Center.
- Planning for Spring and Summer Camps continued. Job position announcements are now available online. Promotional signs are posted throughout the city, providing contact information for Greenbelt Recreation.
- Summer 2020 Activity Guide production schedule was sent to staff. Programmers continue coordination for summer classes with instructors, as well as scheduling facilities during our busy summer season.

AQUATICS:

- GMST met Sunday, Tuesday and Thursday for practice.
- Special Olympics swim practice was held on Sunday, March 1, from 1pm – 3pm, and Friday, March 6, from 6pm – 8pm.
- Registration for Spring 2020 Adult Swim Lessons and Water Exercise Classes started on Sunday, March 1 for passholders and residents. Open registration began Tuesday, March 3.
- GAFC Swim Instructor(s) provided seventeen private swim lessons.
- Four private swim lesson requests were received and entered in RecTrac.
- The Hot Tub closed for regular bi-weekly cleaning on Wednesday at 12 pm.
- Winter 2020 Adult Swim Lessons and Water Exercise Classes ended Friday, March 6.

COMMUNITY CENTER:

- Auto-bill was administered for March fees/rent.
- Late fees were applied to one renter for March fees.
- Non-resident Spring session registration began. The CC processed over 100 registrations forms.
- Tickets are now on sale for Theseus and the Monster in the Maze.
- The monthly fire drill was conducted.
- Budget preparation continued.
- Supervisor continued to field inquiries in regard to food operation rentals for the Commercial Kitchen. There have been 509 inquiries since April 2015. There are currently five food operations who received all permits and may rent the Kitchen.
- There were 10 facility reservations processed.
- There were 5 private rentals and 9 pattern rentals.
- The following free space groups were provided space: Golden Age Club, Greenbelt Concert Band, Greenbelt MakerSpace, Greenbelt Black History Month Committee, Greenbelt Pottery, Girl Scout Daisy Troop 23023, Greenbelt Community Foundation, Belle Point Home Owners Association, Greenbelt Arts Center and Greenbelt Unplugged.
- The following City groups were provided space: Be Happy, Be Healthy Yoga, GAIL, CARES, Public Safety Advisory Committee, Arts Advisory Board and City Council.

THERAPEUTIC RECREATION:

- Supervisor has been working on getting summer camp applications complete.
- Preparation for the summer activity guide began.
- Supervisor attended Adverse Childhood Experience Training in Frederick, MD. Participated in a brain development game- The Brain Architecture Game. Anticipating using training for our summer camp programs.
- Held a drop-in Ageless Grace class.
- Supported Greenbelt Youth Musical by preparing for concessions for both weekend performances.
- Senior Nutrition served 97 hot meals the week ending March 6.