June 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	**01** Ethics Commission, 3:30pm, MB (Library)	**02** Greenbelt Police Explorers-Open House, 7pm, PS	**03** National Trails Day Bioblitz Pet Expo/Block Party, 10am-2pm, Dog Park Rabies and Micro-Chip Clinic, 11am-2pm, Dog Park National Trails Day Bioblitz Skatepark 10th Anniversary Celebration, 11am, Skatepark Not For Seniors Only: Continuum of Care- What is the Next Step? Greenbelt Concert Band-Celebrating Greenbelt's 80th Anniversary
04 Greenbelt Farmers Market, 10am, RC Greenbelt Museum Roosevelt Ride and Grand Reopening Greenbelt Museum Roosevelt Ride, 11am, Museum Naturalization Ceremony, 12pm, CC Greenbelt Museum Grand Reopening, 1pm, Museum Artful Afternoon- Happy Birthday Greenbelt!	**05** Regular Meeting/ Budget Adoption MB, 8 PM	**06** Public Safety Advisory Committee, 7pm, CC	**07** Work Session - Friends of Greenbelt Theatre (CC), 7:30PM	**08** Forest Preserve Advisory Board, 7pm, MB Executive Session - Personnel Matter (City Manager Evaluation), MB, 7:30 PM	**09**	**10** Chesapeake Bay Week Litter Cleanup Chesapeake Bay Week Litter Cleanup Chesapeake Bay Week Litter Cleanup
11 Greenbelt Farmers Market, 10am, RC	**12** Interview for Advisory Group, MB, 7:40 PM Work Session - Housing Affordability Study (tentative), MB, 8PM	**13** Police Community Relations Forum, 7pm, CC	**14** Work Session - Revisions for Code Chapter 4 (CC), 8PM	**15**	**16**	**17**
18 Greenbelt Farmers Market, 10am, RC	**19** Regular Meeting, MB, 8PM Weed Warriors Volunteer Event Weed Warriors Volunteer Event Recreation Master Plan Community Meeting, 7:30pm, Greenbriar	**20** Green ACES/Green Team, 7:30 pm, CC Recreation Master Plan Community Meeting, 7:30pm, CC	**21** No Meeting Recreation Master Plan Community Meeting, 7:30pm, SHL	**22** Forest Preserve Advisory Board, 7pm, MB	**23**	**24** College Access Conference, 8am, UMD
25 MML Conference Greenbelt Farmers Market, 10am, RC	**26** MML Conference	**27** Advisory Committee on Education, 7pm, MB MML Conference	**28** MML Conference	**29**	**30**	01

July 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	30	**01**
02 Greenbelt Farmers Market, 10am, RC	**03** No Meeting	**04**	**05** Work Session - TBD (CC), 8PM	**06**	**07**	**08**
09 Greenbelt Farmers Market, 10am, RC	**10** Regular Meeting, MB, 8PM	**11**	**12** Work Session - South Core Annexation Correction (CC), 8PM	**13** Work Session - GEAC (Hunting Ridge) , 7:30 PM	**14**	**15**
16 Greenbelt Farmers Market, 10am, RC	**17** Work Session - Greenbelt Homes Inc., MB, 8PM	**18**	**19** Work Session - Capital Projects, (CC), 8PM	**20**	**21**	**22**
23 Greenbelt Farmers Market, 10am, RC	**24** Work Session - TBD, MB, 8PM	**25** Green ACES/Green Team, 7:30 pm, CC	**26** Four Cities Meeting, 7:30 PM (Berwyn Heights)	**27** Forest Preserve Advisory Board, 7pm, MB	**28**	**29**
30 Greenbelt Farmers Market, 10am, RC	**31** Work Session - TBD, MB, 8PM	01	02	03	04	05

City of Greenbelt
25 Crescent Road
Greenbelt, MD 20770
Ph: 301-474-8000 / Fx: 301-441-8248

City Manager's Report
Week Ending June 2, 2017

1. Attached please find the results of third party water testing conducted at City facilities. This includes testing conducted at buildings with the exception of Buddy Attick Park's restroom. Also included are results from WSSC from a smaller sample of buildings. Mr. Sterling advises that both WSSC and the third party test results demonstrate that drinking water meets regulations. Mr. Sterling also will request that WSSC advance the tests of remaining facilities not tested by WSSC over the next year. The third party tests are estimated to have cost the City about $1,400. Tests were conducted in response to a citizen petition and results will be forwarded to the citizen as well.

2. Attached is follow-up information on the legalities of the proposed Greenbelt Lake financing by low-interest state-granted loan. This includes information on voter approval.

3. Attached is follow-up information from the Prince George's County Library System regarding the Tugwell Room. Please note that the County had not planned to close the Tugwell Room.

4. Coordinating with staff, City Solicitor, and outside counsel regarding various matters, including budget, personnel, pending and potential litigation, and contracts.

5. Continued to work on the upcoming affordable housing work session.

6. Participated in teleconference with Ms. Terri Hruby, Ms. Terri Schrum of the City of College Park, and Ms. Jessica Cowles of Berwyn Heights regarding the Urban Land Institute Technical Assistance Panel. Attached is information reviewed by the group regarding ULI's standard requirements of the panel and the sponsoring organization (Greenbelt). Greenbelt will serve as the administrative sponsor to coordinate the effort and prepare the "briefing book" and related materials. Will be following up with ULI regarding some initial questions to clarify the schedule and questions. The details regarding cost, schedule, and next steps will be further explored following a meeting with ULI (yet to be scheduled). Outreach to potential business contacts regarding financial contributions and participation.

7. Ms. Jessica Bellah reports that Mr. Garth Beal is expected to provide a draft agreement next week in follow-up to the County planning board meeting on the Greenbelt Station North Core.

8. Along with Mr. David Moran and Mr. Jeff Williams met with Dr. Caitlin McGrath regarding the emergency funding request from the Old Greenbelt Theatre. An update was emailed on Thursday evening and a staff report included in the Council agenda packet. Thank you to Ms. Terri Hruby for helping research the Roosevelt Merchant Association and Mr. Moran for his research and creation of a loan document and related materials.

9. Met with Mr. David Moran regarding the state reverse auction for electricity. Unfortunately, the state errored regarding consideration of Greenbelt. Mr. Moran is following up with the state to explore what consideration may be provided given the state's error. Similarly, Mr. Jim Sterling has identified potential challenges to the anticipated solar purchase for city facilities. I'm scheduled to meet with Mr. Moran and Mr. Jim Sterling next week to discuss solar and reverse auction options. This includes maintaining the status quo, potential discontinuation of the remaining year's agreement with Pepco, cooperative purchase with the state and other governmental entities, or a negotiated rate with either Pepco or the state's provider. The result of this research may be a quick turnaround time for city action.

10. Attached are equal opportunity statistics shared with GREA representative Ms. Louis Rosado.

11. In follow up to Wednesday's work session with School Board Member Lupi Grady, attached is the 10-year projections by school. Also, as of this afternoon, the contract for the School Resource Officer has not been received.

12. The City has been advised of new emergency preparedness requirements for the Greenbelt Lake Dam. Staff and the volunteer fire department have been advised.

13. Attended Greenbelt Rotary Club meeting. The guest speaker was Mr. David Hensley who discussed the Superconducting Magnetic Levitation Train Project for the Northeast Corridor, including the Washington to Baltimore corridor.

14. Attached is the Police Statistical Report for March 2017.

15. Assistant City Manager
    a. Worked on memo and ordinance needed to adopt the Budget.
    b. Researched and finalized memos on potential voting age change and request from Colin Byrd (CAR 2016-20) regarding selection of Mayor. (attached)
    c. Drafted a memo on possible low interest financing for the Lake Dam Repair project.

16. Finance Department
    a. Completed FY 2018 Budget ordinance.
    b. Contacted Community Realty regarding "payment in lieu of" tax invoice. The check is "literally" in the mail.
    c. Met with Dr. McGrath to discuss grant/loan options for FOGT.
    d. Forwarded FY 2018 negotiated purchase list to departments. Expect this item to be on the June 19 Council meeting agenda.
    e. As a result of meeting with Travelers Insurance Company, the City received a $28,000 reduction for worker compensation insurance from Chesapeake Employers Insurance Company.

17. Information Technology
    a. Reviewed issue with CAD data upload to evidence.com.
    b. Replaced Arts PC.
    c. Worked on changing phone service to Verizon.

18. Prepared for regular meeting and budget adoption on June 5 and work sessions on May 31 and June 7.

cc: Department Heads
David Moran, Assistant City Manager
Cindy Murray, City Clerk
Mary Johnson, Human Resources Officer
Karen Ruff, City Solicitor

Nicole Ard

From: Brian Kim
Sent: Tuesday, May 30, 2017 2:32 PM
To: Nicole Ard
Cc: Jim Sterling
Subject: Water Testing Results & Procedures
Attachments: 170515ES - RESULTS - City of Greenbelt_WaterTestingLab.pdf; WSSC_TestResults.pdf; WSSC_Testing_Instructions.pdf

Good Afternoon Nicole,

In following with the ongoing discussions regarding water testing/quality, please find the following:

- Attached, results from Water Testing Laboratories <170515ES - RESULTS - City of Greenbelt_WaterTestingLab>.
- Attached, results from WSSC (Youth Center Only) <WSSC_TestResults>.
- Attached, water testing sampling procedures <WSSC_Testing_Instructions>.

Please feel free to contact us with any questions and or concerns.

Thanks,

Brian Kim | Assistant Director of Public Works
City of Greenbelt – Public Works | 555 Crescent Road | Greenbelt Maryland 20770
P: 240.542.2169 | F: 301.474.8004 | bkim@greenbeltmd.gov

CONFIDENTIALITY NOTE:
This e-mail and any attachments are confidential and may be protected by legal privilege. If you are not the intended recipient, be aware that any disclosure, copying, distribution or use of this e-mail or any attachment is prohibited. If you have received this e-mail in error, please notify us immediately by returning it to the sender and delete this copy from your system. Thank you for your cooperation.

Water Testing Laboratories
of Maryland, Inc.

P.O. Box 712
Stevensville, MD 21666
410-643-7711

City of Public Works-Dept. of Public Works
555 Crescent Rd.
Greenbelt, MD 20770

Date Reported: 5/22/2017

Submitted Sample Address: Greenbelt Aquatics & Fitness Center
Submitted Sample Source: Men's bathroom sink
Date / Time Collected: 5/15/17 Bacteria sample: 1120 Lead sample: 1122
Sample Type: Drinking Water
Sampler/Company: E. Steimer 3354ES, WTL of MD
Field Record: Free chlorine: 0.4 ppm Total chorine: 0.5 ppm pH: 6.5

Analytical Results

Parameter	Result	Units	Report Limit	Standard	Standard Type
Total Coliform Bacteria	Absent	Coliforms/100 ml	Present/Absent	Present	EPA Primary MCL
E. Coli Bacteria	Absent	Coliforms/100 ml	Present/Absent	Present	EPA Primary MCL
Lead	ND	ppb	1.0	15	EPA Action Level

Notes:

1. Bacteriological analysis of this sample indicates this water is safe for human consumption.
2. Results in **BOLD** exceed the MCL, Action Level or MD well regulation.
3. Samples received and examined within EPA's recommended holding times.
4. MCL – Maximum Contaminant Level
5. ND – Not Detected.
6. MCL Type –
   EPA Primary: The maximum contaminant level which is the highest level of contaminant that is allowed in drinking water. Primary MCLs are enforceable standards.
   EPA Secondary: Non enforceable guidelines regulating contaminants that cause cosmetic effects (such as skin or tooth discoloration) or aesthetic effects (such as taste or odor) in drinking water.
   Action Level: Defined in treatment techniques which are required processes intended to reduce the level of a contaminant in drinking water.
7. We certify that the analyses performed for this report are accurate, and that the laboratory tests were conducted by methods approved by the US Environmental Protection Agency and the Maryland Department of the Environment.

Reported by,

Lisa Burkey
General Manager

Water Testing Laboratories
of Maryland, Inc.

P.O. Box 712
Stevensville, MD 21666
410-643-7711

City of Public Works-Dept. of Public Works
555 Crescent Rd.
Greenbelt, MD 20770

Date Reported: 5/22/2017

Submitted Sample Address: Greenbelt Theater
Submitted Sample Source: Janitors closet sink
Date / Time Collected: 5/15/17 Bacteria sample: 1138 Lead sample: 1140
Sample Type: Drinking Water
Sampler/Company: E. Steimer 3354ES, WTL of MD
Field Record: Free chlorine: 0.4 ppm Total chorine: 0.5 ppm pH: 6.7

Analytical Results

Parameter	Result	Units	Report Limit	Standard	Standard Type
Total Coliform Bacteria	Absent	Coliforms/100 ml	Present/Absent	Present	EPA Primary MCL
E. Coli Bacteria	Absent	Coliforms/100 ml	Present/Absent	Present	EPA Primary MCL
Lead	ND	ppb	1.0	15	EPA Action Level

Notes:

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Reported by,

Lisa Burkey
General Manager

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P.O. Box 712
Stevensville, MD 21666
410-643-7711

City of Public Works-Dept. of Public Works
555 Crescent Rd.
Greenbelt, MD 20770

Date Reported: 5/22/2017

Submitted Sample Address:	Municipal Building
Submitted Sample Source:	Mens/womens bathroom sink
Date / Time Collected:	5/15/17 Bacteria sample: 1148 Lead sample: 1150
Sample Type:	Drinking Water
Sampler/Company:	E. Steimer 3354ES, WTL of MD
Field Record:	Free chlorine: 0.4 ppm Total chorine: 0.5 ppm pH: 6.6

Analytical Results

Parameter	Result	Units	Report Limit	Standard	Standard Type
Total Coliform Bacteria	Absent	Coliforms/100 ml	Present/Absent	Present	EPA Primary MCL
E. Coli Bacteria	Absent	Coliforms/100 ml	Present/Absent	Present	EPA Primary MCL
Lead	ND	ppb	1.0	15	EPA Action Level

Notes:

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Reported by,

Lisa Burkey
General Manager

Water Testing Laboratories
of Maryland, Inc.

P.O. Box 712
Stevensville, MD 21666
410-643-7711

City of Public Works-Dept. of Public Works
555 Crescent Rd.
Greenbelt, MD 20770

Date Reported: 5/22/2017

Submitted Sample Address: Community Center
Submitted Sample Source: Mens bathroom sink
Date / Time Collected: 5/15/17 Bacteria sample: 1158 Lead sample: 1200
Sample Type: Drinking Water
Sampler/Company: E. Steimer 3354ES, WTL of MD
Field Record: Free chlorine: 0.5 ppm Total chorine: 0.6 ppm pH: 6.5

Analytical Results

Parameter	Result	Units	Report Limit	Standard	Standard Type
Total Coliform Bacteria	Absent	Coliforms/100 ml	Present/Absent	Present	EPA Primary MCL
E. Coli Bacteria	Absent	Coliforms/100 ml	Present/Absent	Present	EPA Primary MCL
Lead	ND	ppb	1.0	15	EPA Action Level

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Reported by,

Lisa Burkey
General Manager

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of Maryland, Inc.

P.O. Box 712
Stevensville, MD 21666
410-643-7711

City of Public Works-Dept. of Public Works
555 Crescent Rd.
Greenbelt, MD 20770

Date Reported: 5/22/2017

Submitted Sample Address: Greenbelt Youth Center
Submitted Sample Source: Mens bathroom sink
Date / Time Collected: 5/15/17 Bacteria sample: 1209 Lead sample: 1211
Sample Type: Drinking Water
Sampler/Company: E. Steimer 3354ES, WTL of MD
Field Record: Free chlorine: <0.1 ppm Total chorine: <0.1 ppm pH: 6.6

Analytical Results

Parameter	Result	Units	Report Limit	Standard	Standard Type
Total Coliform Bacteria	Absent	Coliforms/100 ml	Present/Absent	Present	EPA Primary MCL
E. Coli Bacteria	Absent	Coliforms/100 ml	Present/Absent	Present	EPA Primary MCL
Lead	ND	ppb	1.0	15	EPA Action Level

Notes:

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Reported by,

Lisa Burkey
General Manager

Water Testing Laboratories
of Maryland, Inc.

P.O. Box 712
Stevensville, MD 21666
410-643-7711

City of Public Works-Dept. of Public Works
555 Crescent Rd.
Greenbelt, MD 20770

Date Reported: 5/22/2017

Submitted Sample Address:	Public Works
Submitted Sample Source:	Janitor room sink
Date / Time Collected:	5/15/17 Bacteria sample: 1226 Lead sample: 1228
Sample Type:	Drinking Water
Sampler/Company:	E. Steimer 3354ES, WTL of MD
Field Record:	Free chlorine: 0.5 ppm Total chorine: 0.6 ppm pH: 6.6

Analytical Results

Parameter	Result	Units	Report Limit	Standard	Standard Type
Total Coliform Bacteria	Absent	Coliforms/100 ml	Present/Absent	Present	EPA Primary MCL
E. Coli Bacteria	Absent	Coliforms/100 ml	Present/Absent	Present	EPA Primary MCL
Lead	ND	ppb	1.0	15	EPA Action Level

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Reported by,

Lisa Burkey
General Manager

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P.O. Box 712
Stevensville, MD 21666
410-643-7711

City of Public Works-Dept. of Public Works
555 Crescent Rd.
Greenbelt, MD 20770

Date Reported: 5/22/2017

Submitted Sample Address:	Greenbelt Police Department
Submitted Sample Source:	Janitor closet sink
Date / Time Collected:	5/15/17 Bacteria sample: 1237 Lead sample: 1239
Sample Type:	Drinking Water
Sampler/Company:	E. Steimer 3354ES, WTL of MD
Field Record:	Free chlorine: 0.1 ppm Total chorine: 0.2 ppm pH: 6.7

Analytical Results

Parameter	Result	Units	Report Limit	Standard	Standard Type
Total Coliform Bacteria	Absent	Coliforms/100 ml	Present/Absent	Present	EPA Primary MCL
E. Coli Bacteria	Absent	Coliforms/100 ml	Present/Absent	Present	EPA Primary MCL
Lead	ND	ppb	1.0	15	EPA Action Level

Notes:

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Reported by,

Lisa Burkey
General Manager

Water Testing Laboratories
of Maryland, Inc.

P.O. Box 712
Stevensville, MD 21666
410-643-7711

City of Public Works-Dept. of Public Works
555 Crescent Rd.
Greenbelt, MD 20770

Date Reported: 5/22/2017

Submitted Sample Address: Springhill Lake Rec Center
Submitted Sample Source: Janitor closet sink
Date / Time Collected: 5/15/17 Bacteria sample: 1250 Lead sample: 1252
Sample Type: Drinking Water
Sampler/Company: E. Steimer 3354ES, WTL of MD
Field Record: Free chlorine: 0.7 ppm Total chorine: 0.8 ppm pH: 6.8

Analytical Results

Parameter	Result	Units	Report Limit	Standard	Standard Type
Total Coliform Bacteria	Absent	Coliforms/100 ml	Present/Absent	Present	EPA Primary MCL
E. Coli Bacteria	Absent	Coliforms/100 ml	Present/Absent	Present	EPA Primary MCL
Lead	ND	ppb	1.0	15	EPA Action Level

Notes:

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Reported by,

Lisa Burkey
General Manager

WSSC
Where Water Matters
14501 Sweitzer Lane • Laurel, Maryland 20707-5901

COMMISSIONERS

Fausto R. Bayonet, Chair
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GENERAL MANAGER
Carla A. Reid

May 22, 2017

Brian Kim
City of Greenbelt
99 Center Way
Greenbelt, MD 20770

Dear Mr. Kim,

The water samples collected from Greenbelt Youth Center on May 11th were analyzed for a set of parameters designed to detect changes in water quality. The results of these tests are enclosed. The water is safe for use and consumption. The water samples were tested for waterborne bacteria, total coliform, and *E. coli*, and they were absent. The water samples have adequate levels of total and free chlorine, the disinfectant that we add to protect the water from microbial contamination. Turbidity measurement shows the level of particulate matter in both water samples is low. The levels of parameters which are not of direct health concern, pH, alkalinity and hardness, are also satisfactory.

A complete analysis of the drinking water supplied to your area is performed on a regular basis at WSSC's laboratory. An annual summary of these analyses, including normal ranges for the parameters analyzed in your tap water, can be found at our website (https://www.wsscwater.com/wqr). WSSC's drinking water meets or exceeds the U.S. Environmental Protection Agency (EPA) Safe Drinking Water Act for safety and quality.

If you have any questions regarding the results, or general water quality concerns, please feel free to call me at (301) 206-7575.

Sincerely,

Jin Shin, Ph.D.
Water Quality Manager
Encl: Water Quality Analysis Report

Washington Suburban Sanitary Commission
Consolidated Laboratory Services Group
Silver Spring, MD 20904

Reported Date: 5/22/2017

Brian Kim

City of Greenbelt-99 center Way
Greenbelt, MD 20770
(Main Feed Inlet)

Sample No: AD53137 Collect Date: 11-May-17 Collect By: V.FISHER Certification No: 2821VF

Parameter	Result	Units	Analyzed	Analyst	Method
Alkalinity	48.0	mg/L	05/12/2017	J.DEMSKY	SM 2320B
Total Hardness	78.0	mg/L	05/17/2017	J.DEMSKY	SM 2340C
Turbidity	0.167	NTU	05/12/2017	J.DEMSKY	SM 2130B
Free Residual Chlorine	0.38	mg/L	05/11/2017	V.FISHER	SM 4500-Cl G
pH	7.74	unit	05/11/2017	V.FISHER	SM 4500-H B
Specific Conductance	231	umhos/cm	05/11/2017	V.FISHER	SM 2510B
Temperature	16.2	Degree C	05/11/2017	V.FISHER	SM 2550B
Total Residual Chlorine	0.52	mg/L	05/11/2017	V.FISHER	SM 4500-Cl G
Escherichia coli	A	/100 mL	05/11/2017	J.PENNELLA	SM 9223B,22nd ed
Total Coliforms	A	/100 mL	05/11/2017	J.PENNELLA	SM 9223B,22nd ed

A - Absent
P - Present

Washington Suburban Sanitary Commission
Consolidated Laboratory Services Group
Silver Spring, MD 20904

Reported Date: 5/22/2017

Brian Kim

City of Greenbelt-99 center Way
Greenbelt, MD 20770
(1st Floor Bathroom)

Sample No: AD53136 Collect Date: 11-May-17 Collect By: V.FISHER Certification No: 2821VF

Parameter	Result	Units	Analyzed	Analyst	Method
Alkalinity	49.0	mg/L	05/12/2017	J.DEMSKY	SM 2320B
Total Hardness	80.0	mg/L	05/17/2017	J.DEMSKY	SM 2340C
Turbidity	0.126	NTU	05/12/2017	J.DEMSKY	SM 2130B
Free Residual Chlorine	0.14	mg/L	05/11/2017	V.FISHER	SM 4500-Cl G
pH	7.92	unit	05/11/2017	V.FISHER	SM 4500-H B
Specific Conductance	236	umhos/cm	05/11/2017	V.FISHER	SM 2510B
Temperature	17.6	Degree C	05/11/2017	V.FISHER	SM 2550B
Total Residual Chlorine	0.28	mg/L	05/11/2017	V.FISHER	SM 4500-Cl G
Escherichia coli	A	/100 mL	05/11/2017	J.PENNELLA	SM 9223B,22nd ed
Total Coliforms	A	/100 mL	05/11/2017	J.PENNELLA	SM 9223B,22nd ed

A - Absent
P - Present

XDWA58

WASHINGTON SUBURBAN SANITARY COMMISSION

12245 Tech Road ◆ Silver Spring, Maryland 20904-1969

INSTRUCTIONS FOR LEAD TAP SAMPLE COLLECTION

A first-draw sample is collected after a minimum of 6 hours of stagnant water conditions within the interior plumbing. This means water in the building cannot be used for any reason, including toilet flushing, showers, etc. Due to this requirement, early morning is the best time to collect samples. A flushed sample is collected after the tap is fully opened for 2 to 3 minutes, immediately following the first-draw collection.

REQUIREMENTS

- The sample tap location must be in the kitchen sink or bathroom sink.
- The sample must be collected from a COLD water tap
- The water must stand in the plumbing for a minimum of 6 hours. This is referred to as a "First-Draw" sample.
- To collect a "Flushed" sample, the water must be running for at least two minutes after collecting the first draw sample.

DIRECTIONS

1. After the water has been stagnant in the plumbing for at least 6 hours, place the provided 1 liter sample bottle under the faucet
2. If you have faucet aerator screen at the end of the spout, DO NOT REMOVE the screen.
3. Gently open the cold-water tap directly into the bottle and fill the bottle to the neck (or to the line marked "1-L" or "1000 mL").
   - Do not allow the tap to flow prior to collection
   - Do not rinse the bottle prior to collection
   - Do not overfill
4. Tightly cap the 1 liter sample bottle and place the bottle back into the large "ziplock" bag provided.
5. Let the water run for 2 ro 3 minutes, and collect a second sample in the 16 fl oz bottle.
6. Tightly cap the 16 fl oz bottle.
7. Review the sample bottle labels and ensure that all of the information contained on the label is correct.
8. Fill out the second page of this instruction and return with the sample bottle.

CITY OF GREENBELT, MARYLAND
MEMORANDUM

TO: City Council

VIA: Nicole C. Ard
City Manager

FROM: David E. Moran DEM
Assistant City Manager

DATE: May 31, 2017

SUBJ: Low Interest Loan for Greenbelt Lake Dam Project

On May 3, 2017, City staff met with Maryland Department of the Environment (MDE) officials regarding this project and the City's request for modifications to the MDE Consent Order. One of the City's main challenges with completing this project is the cost. The total cost, originally estimated at $650,000 in 2010, has grown to an estimated $1,800,000. Phase 1 which is almost complete, was originally estimated at $110,000 and is now expected to cost $355,000.

MDE staff stressed the need to complete Phases 2 (filtration system) and 3 (raise dam embankment) of the project in calendar year 2018. This would mean starting the project in spring and finishing in the fall. The bulk of the expenditures for this project would occur in FY 2019

The City's FY 2018 Capital Projects Fund includes $50,000 to redesign Phases 2 and 3. State bond bill proceeds ($110,000) and Capital Projects fund balance ($400,000) are available for the work, but this is well short of the estimated $1,100,000 needed. If the City were to try and fund this project using our "pay-as-you-go" strategy, there would be little funding available for other important capital projects.

MDE staff encouraged the City to consider their Revolving Load Program. Staff has researched this loan program. MDE staff indicates this project would qualify. The low interest rate (approximately 2.1%) and flexible loan terms make it a good option for further consideration. The City could specify the amount borrowed and loan term. For example, if the City were to borrow $1 Million for 20 years, the annual payment would be approximately $61,300.

City Staff, including the City Solicitor, believe voter approval of such a loan is required. If the City wishes to place a bond referendum question on the November 7 Ballot, a Resolution must be adopted by October 2.

It is recommended Council schedule a Work Session to discuss this financing opportunity in July. It could also be discussed as part of the Capital Projects Work Session.

Maryland
Department of
the Environment

Larry Hogan
Governor

Boyd Rutherford
Lieutenant Governor

Ben Grumbles
Secretary

MARYLAND WATER QUALITY FINANCING ADMINISTRATION (MWQFA)
APPLICATION FOR FFY 2017/STATE FY 2019 CAPITAL PROJECT FINANCIAL ASSISTANCE
WATER QUALITY IMPROVEMENT PROJECTS INVOLVING POINT SOURCES (WASTEWATER) AND NONPOINT SOURCES (NPS)

For assistance, please contact Elaine Dietz at elaine.dietz@maryland.gov or 410-537-3908

APPLICATION TYPE (Review the *Water Quality Funding Eligibility Chart* and select **one** of the following.)

☐ Consider this project for **ALL sources of MDE funding**: Water Quality Revolving Loan Fund (WQRLF) low-interest loan (with partial loan principal forgiveness, if eligible); Bay Restoration Fund Wastewater Grant; and Biological Nutrient Removal Grants (see Section VII.a).

☐ Consider this project for MDE **GRANT funding only:** Bay Restoration Fund Wastewater Grant and Biological Nutrient Removal Grant funding only. Applicant will assume financial responsibility for balance of project costs.

PROJECT INFORMATION (Attach a copy of a current street map with the exact project location clearly marked.)

Project Name: _____

Project Address: _____
(Provide for location of the funded activity. If project spans large area, enter street address **(9-digit Zip Code required)** that best represents center of project area)

County: _____ **Latitude:** (00.000000) _____ **Longitude:** (00.000000) _____

Congressional District: _____ See *Supplementary Mapping Instructions* for help.

Legislative District: _____ See *Supplementary Mapping Instructions* for help.

River Basin Designation: Provide the numeric eight-digit watershed designation according to the project location (for wastewater treatment plants, identify according to the permitted point of discharge). See *Supplemental Mapping Instructions* for help.

Watershed Name _____ Eight-Digit Designation ____-____-____-____

APPLICANT INFORMATION

Applicant Name: _____

Applicant Address: (incl. 9-digit Zip Code) _____

County:_____**Email:** _____

Phone: _____ **Ext:**_____**Federal Tax Identification Number:** _____

CONTACT INFORMATION

Contact Person:_____**Title**: _____

Contact Address: (incl. 9-digit Zip Code) _____

Phone: _____ **Ext:**_____**Email:** _____

I. **WATER QUALITY PROJECT TYPE** [Check appropriate project type.] (If the project scope consists of multiple types, it should be split into separate projects with one application submitted per type.)

Publicly-Owned Treatment Works (POTW) Projects

☐ Upgrade of existing wastewater treatment plant (WWTP) at current design capacity (no expansion)
Current Design Capacity (mgd): _____
Current Treatment (Secondary, BNR, ENR): _____ Proposed Treatment (BNR, ENR): _____

☐ Upgrade of existing WWTP with expansion
Current Design Capacity (mgd): _____ Expansion Capacity (mgd): _____
Current Treatment (Secondary, BNR, ENR): _____ Proposed Treatment (BNR, ENR): _____

☐ New WWTP construction Proposed Treatment Capacity (mgd) _____

☐ Sewage inflow/infiltration correction

☐ Combined sewer overflow/sanitary sewer overflow correction

☐ Repair/rehab existing sewerage collection system

☐ New sewerage collection system for existing onsite septic area

☐ New sewerage collection system for new development

☐ Non-hazardous landfill leachate collection/conveyance/treatment

☐ Construct/repair/replace decentralized/community wastewater treatment systems

☐ Measures to reduce demand for POTW capacity through water conservation, efficiency, or reuse

☐ Measures to reduce energy consumption at POTWs

☐ Measures to increase the security of POTWs (note: guards/monitoring activities are ineligible)

Non-Treatment Works Projects

☐ Municipal landfill capping

☐ Measures to manage, reduce, treat, or recapture stormwater or subsurface drainage water Green? ☐ Yes ☐ No

☐ Stream/shoreline restoration Green? ☐ Yes ☐ No

☐ Wetland creation or restoration Green? ☐ Yes ☐ No

☐ Other: _____

TAKE NOTE OF THE FOLLOWING WHEN COMPLETING THE REMAINDER OF THE APPLICATION

- Submittal of requested documentation is necessary for the evaluation of the application. Failing to submit requested documents can **significantly impact the final score and rank** of the project.
- When providing additional information on a separate page, please include the applicant and project name, and refer to the corresponding section number and heading of the application as specified.

II. THRESHOLD CRITERIA (Please answer the questions below and provide supporting documentation where requested as a clearly labeled attachment to the application.)

a. **Project must meet one of the following definitions to be eligible for funding. Select the appropriate "eligible" category below.**

☐ Project is a **publicly-owned treatment works**[1]. Public entities include local governments, State agencies, inter-government agencies, sanitary commissions/districts within Maryland that are recognized as public entities under Maryland State law. Public entities do not include Federal government. This project must meet the requirements in Section II.b and II.c. If seeking WQRLF funding, it must also meet the requirements in Section II.d and II.e.

☐ Project is a **publicly-owned non-treatment works**[2]. Public entities include local governments, State agencies, inter-government agencies, sanitary commissions/districts within Maryland that are recognized as public entities under Maryland State law. Public entities do not include Federal government. This project is exempt from the requirements of Sections II.b, II.c, and II.d, but must meet the requirement in Section II.e, if applying for WQRLF.

☐ Project is a **privately-owned non-treatment works**[2]. This project is exempt from the requirements in Sections II.b, II.c, II.d, and II.e; however, it is not eligible for Bay Restoration Fund Wastewater Grant unless the private entity is partnering with a local government that has a system of charges and that local government partner is the applicant.

If project does not fall into one of the above-mentioned categories, and the applicant believes that the project is eligible for MDE funding, contact Elaine Dietz at elaine.dietz@maryland.gov or (410) 537-3908.

b. **Is the sewerage treatment works project (and the area served by it) located entirely within a Priority Funding Area (PFA) as shown on the PFA map created by Maryland Department of Planning (MDP) based on the local map?**

☐ **Yes** – Attach a **color** copy of the current MDP PFA map that shows the PFAs and PFA Comment Areas, if any, in the vicinity of the project and **mark the location of the project (including linear features) and its service area** on the MDP map. See *Supplementary Mapping Instructions* for help.

☐ **No** – Provide an explanation on a separate page. If the project and the area served by it are not located entirely within a PFA, the project will not be eligible for financial assistance until the PFA consistency issue is resolved. For guidance on PFA exception, go to the *PFA Exception Procedure* or call Janice Outen, MDE Water Resources Planning Unit, at (410) 271-8893. (Note: If an exception has already been granted, provide a copy of the exception determination.)

c. **Is the sewerage treatment works project included in (or amended to) the MDE-approved County Water & Sewer Plan and consistent with the local Land Use Plan?**

☐ **Yes** – Provide a copy of the applicable page(s) from the current MDE-approved County Water & Sewer Plan and approved amendments. In addition, provide a **color** copy of the service area map and fill in the information below.

Date of MDE-approved County Water & Sewer Plan: _____

Applicable page number(s): _____

Title and date of MDE-approved service area map: _____

Date of MDE approval letter for an amendment: _____

☐ **No** – If no, the project is ineligible for MDE funding.

---

[1] **Treatment works** include projects such as those that provide for advanced wastewater treatment (BNR or ENR), combined sewer overflow (CSO)/sanitary sewer overflow (SSO) correction, storm sewers involved in the separation of CSOs, aging sewer system rehabilitation or replacement, sewer extension to sewerage treatment facilities for septic system communities, non-hazardous landfill leachate conveyance and/or treatment, and sewerage system energy conservation, security, water conservation/efficiency/reuse.

[2] **Non-treatment works** are those that manage, reduce, treat, or recapture stormwater or subsurface drainage water (such as BMPs required by Municipal Separate Storm Sewer System (MS4) permit, Stormwater General Discharge Permit (e.g., 12SW, 14GP, etc), and non-hazardous solid waste landfill capping. Other nonpoint source pollution prevention practices identified under Federal Clean Water Act Section 319 Plan for Maryland (e.g., leaking storage tanks, agricultural BMPs, septic system repairs) that are not stormwater BMPs may be funded through the MWQFA Linked Deposit (Bank Loan) Program. For additional information, see www.mde.maryland.gov/wqfa.

d. **Is there a Fiscal Sustainability Plan for the publicly-owned treatment works projects proposed for WQRLF funding?** A Fiscal Sustainability Plan that includes an inventory of critical assets; an evaluation of the condition and performance of inventoried assets; certification of evaluation/implementation of water and energy conservation efforts; and an asset maintenance, repair, and replacement schedule must be developed and submitted to MDE prior to WQRLF loan closing.

☐ Applicant certifies completion of the WQRLF Fiscal Sustainability Plan requirements. The Fiscal Sustainability Plan is included with this application.

☐ Applicant will develop and submit ***prior*** to loan closing the required Fiscal Sustainability Plan.

☐ Applicant certifies that this application is for WQRLF funding of a privately-owned stormwater treatment works; therefore, a Fiscal Sustainability Plan is not required.

☐ Not applicable - application is for grant funding only.

e. **Has a Preliminary Engineering Report been completed that includes a Cost and Effectiveness Analysis for the publicly-owned treatment works projects proposed for WQRLF funding?** A Cost and Effectiveness Analysis including the study and evaluation of the cost and effectiveness of the processes, materials, techniques, and technologies for carrying out the proposed project or activity and selection (to the maximum extent practicable) of a project or activity that maximizes the potential for efficient water use, reuse, recapture, and conservation, and energy conservation should be developed prior to initiating design and report must be submitted to MDE prior to WQRLF closing. See Minimum Funding Participation Requirements for Preliminary Engineering Reports (PER) for additional information.

☐ Applicant certifies completion of the WQRLF Cost and Effectiveness Analysis requirements. The Cost and Effectiveness Analysis is included with this application.

☐ Applicant will develop and submit ***prior*** to loan closing the required Cost and Effectiveness Analysis.

☐ Applicant certifies that this application is for WQRLF funding of a privately-owned stormwater treatment works; therefore, a Cost and Effectiveness Analysis is not required.

☐ Not applicable - application is for grant funding only.

III. PROJECT PURPOSE AND SUMMARY

(Provide the following information in the requested format. On a separate page titled "Project Purpose and Summary," provide a brief description of the project by answering the following questions in the order shown (labeled III.a through III.c).

a. **What is the proposed project?** Include the existing and proposed capacities, length and size of sewer pipes, number of manholes, location of service area, drainage acreage, linear footage, etc. (Note: If you have determined that the project fully or partially qualifies as a green project based on the *EPA guidance*, include reference to the specific section of the guidance as part of the project description.)

b. **What is the purpose of the project, why is the project needed, and what problem is being corrected?**

c. **Has the project been previously submitted to MWQFA for funding consideration? If so, by what project name, has the scope of work changed since that submittal (explain how, if so), and was the project selected to receive funding?**

IV. PROJECT SUPPORTING DOCUMENTS

(Please answer the questions below and provide supporting documentation as requested. Failing to submit the requested documents can significantly impact the final score and rank of the project.)

a. **Is the project required due to a final administrative/judicial order, MS4 Permit, or to comply with more restrictive NPDES/State Groundwater Discharge Permit limits?**

☐ **Yes** – Summarize on a separate page and provide a copy of the administrative/judicial order (including the administrative/judicial order number) or permit.

☐ **No**

b. **Is the project necessary to address a public health issue (e.g., contamination of drinking source water supply, surface water, or groundwater)?**

☐ **Yes** – Summarize on a separate page and provide documentation of contamination, contaminant levels, and frequency of occurrence from an approving authority.

☐ **No**

c. **Can the project be credited toward a local Watershed Implementation Plan (WIP) for the Chesapeake Bay Total Maximum Daily Load?** *(NEW)*

☐ **Yes** – Summarize on a separate page and provide pertinent section(s) of local WIP.

☐ **No**

d. **Does the project benefit the water quality of Maryland's Coastal Bays consistent with the Comprehensive Conservation Plan for Maryland's Coastal Bays?** *(NEW)*

☐ **Yes** – Summarize on a separate page and provide pertinent section(s) of the aforementioned Conservation Plan.

☐ **No**

e. **Does the project provide for sustainability?** (Please check all that apply. For ***every box*** checked, ***supporting documentation must be provided*** in order to receive credit. See *Supplementary Mapping Instructions* for help.)

☐ Project Benefits Existing Sustainable Community Needs (check all that apply):
- ☐ Project provides for < 20% increase of Equivalent Dwelling Units (EDUs) served as calculated in Section V.a.
- ☐ Project provides for < 20% increase of design capacity at WWTP or "decentralized" wastewater system.
- ☐ Project is located within one-half (½) mile of a transit station.
- ☐ Project is located within a Base Realignment and Closure (BRAC) Zone.
- ☐ Project is part of a Brownfield property redevelopment.
- ☐ Project is located within a Department of Housing and Community Development (DHCD)-designated Sustainable Community (inc. Community Legacy areas) or a DHCD-Designated Maryland Main Street.

☐ Project implements reuse/recycling of stormwater, treated wastewater effluent, or wastewater treatment products (e.g., biosolids/biogas for energy generation).

☐ Project is located in an Environmental Benefits District.

☐ Project will provide for energy use reduction or alternate energy generation.

V. SYSTEM INFORMATION

Sewerage System Name (if applicable): _____

Treatment Facility Name: _____ **NPDES #:** _____
(For collection/conveyance system projects, enter name and NPDES # of receiving WWTP)

System/Facility Owner: _____

Owner Address: _____

Contact Person: _____ **Phone Number:** _____ **Ext:** _____

Email Address: _____

a. **Insert population information in the table below:**

Description	# of users (Population)	# of households (EDUs)*
# of current users served by system (2017)		0
# of current users served by proposed project (2017)		0
# of future users served by the proposed project (2037)		0
* EDUs = Equivalent Dwelling Units. The **shaded** fields are automatically calculated		

% Difference: _____
(Automatically calculated once data is inserted in table shown above)

b. **System size (for purpose of determining WQRLF subsidy eligibility):**

☐ **Small** - the project will benefit/serve a current population of <10,000 AND that same population will bear debt on loan taken for the project (e.g., back-charge)*.

Name of Small Entity: _____ **Population**: _____

☐ **Large** – a current population of ≥10,000 will bear debt on loan taken for the project (e.g, back-charge), whether the project benefits/serves a current population of <10,000 or ≥10,000.

Name of Large Entity: _____ **Population**: _____

☐ **Not Applicable** – application is for grant funding only.

VI. PROJECT SCHEDULE AND CURRENT STATUS (Provide the project schedule and architectural/engineering (A/E) firm below.)

Current project status: ☐ Planning ☐ Design ☐ Bidding

Phase	**Start** (Month/Year)	**Completion** (Month/Year)	**Percent Completion**
Planning			
Design			
Bidding			
Construction*			
*Construction projects must be in construction by **December 31, 2018** to be considered for funding.			

A/E Firm: _____ ☐ Planning OR ☐ Design

Contact: _____ Email Address: _____

Phone: _____ Ext: _____

VII. PROJECT FUNDING (Provide sources and uses of funding for the project and identify use(s) of the requested funding. Identify revenue sources for loan repayment, if seeking loan funding, on a separate page.)

a. Identify the Project Funding Sources for the project in the tables below:

MDE Funding Request (request for FY19)	Amount	Description
Total Amount Requested	x.	Includes loan, loan principal forgiveness and/or State grant
Loan Amount Requested **(see footnote)**		Maximum WQRLF needed for this project
Green Component(s) Amount		How much of total above is green-eligible (as ID'd in Section III.a)?

Other Funding	Amount		
MDE Grant Amount(s) FY18 and earlier*			
MDE Loan Amount(s) FY18 and earlier*			
		Funds Secured?	
Applicant*		☐ Yes ☐ No	
U.S. Corps of Engineers *		☐ Yes ☐ No	
Federal (EPA) STAG/SAAP*		☐ Yes ☐ No	
USDA Rural Development *		☐ Yes ☐ No	
CDBG (DHCD)*		☐ Yes ☐ No	
Miscellaneous*: _____		☐ Yes ☐ No	
Other Funding Total	y. $ 0	**Total of all Prior and Additional Funding Sources**	

** Include costs of planning/design/construction already completed.*

Source Total (x. + y.)	$ 0	Total Amount requested from MDE (FY19) plus Other Funding Total should match the Budget Total in VII.b.

b. Identify the cost-breakout of the budget (Project Budget) in the table below:

Project Funding Use(s)	Amount	Are MDE Grant and/or Loan Funds Requested for this Line Item?	Is this line item already funded by an "Other Funding" source (above)?
A/E Planning*		☐ Yes ☐ No	☐ Yes ☐ No
A/E Design*		☐ Yes ☐ No	☐ Yes ☐ No
A/E Construction Management*		☐ Yes ☐ No	☐ Yes ☐ No
Construction*		☐ Yes ☐ No	☐ Yes ☐ No
Land*		☐ Yes ☐ No	☐ Yes ☐ No
Contingency*		☐ Yes ☐ No	☐ Yes ☐ No
Administrative*		☐ Yes ☐ No	☐ Yes ☐ No
Other*: _____		☐ Yes ☐ No	☐ Yes ☐ No
Budget Total	$ 0	Total should match the Source Total in VII.a.	

** Include costs of planning/design/construction already completed.*

An amount **MUST** be entered for MDE to consider this project for low-interest loan (including partial loan principal forgiveness, if eligible) as indicated by the "Application Type" selection made on Page 1. **If an amount is not entered, the project will only be considered for State grant funding (if eligible).** Please note the following:

- Requesting that a project be considered for WQRLF funding does not commit the applicant to take a loan.
- Projects for WQRLF consideration will be considered for loan principal forgiveness/State grant subsidy based on policies detailed in the Subsidy Funding Eligibility Chart.
- Enter the maximum amount of WQRLF funding (loan/loan principal forgiveness) of interest as a "worst case scenario" if State grant is not available for the project.
- Loan principal forgiveness (if eligible) is not offered without loan.
- Do not reduce the amount by the percentage of possible subsidy indicated by the Subsidy Funding Eligibility Chart. If the project is eligible for loan principal forgiveness, MDE will separate the loan portion from the loan principal forgiveness portion.

VIII. **PROJECT NUMERIC BENEFIT/COST-EFFECTIVENESS** (Please supply data for the project in the appropriate section below. Go to Step 1 of Section I-A of the *Integrated Project Priority System for Water Quality Capital Projects* for additional instructions.)

Provide for all projects:

Total Nitrogen (TN) Removed (lbs/yr): _____

Capital cost $/lb TN per year reduced: _____

(Total project cost $/20 years)/lb per year TN reduction

Complete as applicable based on project scope:

Linear Feet (lf) of Sewer Main/Rehab.: _____ Sewer Main Diameter (inches): _____

Current Discharge Flow (mgd): _____

Stormwater Drainage Area (acres): _____

% Imperviousness of Drainage of Acres being treated by project: _____ Land Use: _____

Wetland Created or Restored (acres):_____

Stream Restored (linear feet):_____

Landfill Capping (acres): _____

****

I CERTIFY I AM AN AUTHORIZED OFFICIAL PERMITTED TO SIGN AND SUBMIT THIS APPLICATION ON BEHALF OF THE APPLICANT. I FURTHER CERTIFY ALL INFORMATION IN THIS APPLICATION AND ATTACHED MATERIALS ARE TRUE AND CORRECT.

Name: _____ **Title:** _____

Authorized Official Signature: _____ **Date:** _____

****

*See next page for **Application Submission** instructions and general information.*

GENERAL INFORMATION FOR APPLICANTS

Minority and Women Business Enterprise (M/WBE)/Disadvantaged Business Enterprise (DBE) Participation:

All Applicants: All projects receiving State and/or Federal funding are required to comply with Minority and Women Business Enterprise (grant only projects) and Disadvantaged Business Enterprise (WQRLF projects) participation requirements. Please visit the following website: M/WBE and DBE Guidance, requirements, threshold levels, and forms.

Water Quality Revolving Loan Fund (WQRLF) Applicants Only:

- The WQRLF program can now provide loans up to 30-year term (based on the asset's useful life).
- Projects funded with WQRLF are required to comply with the Federal prevailing Davis-Bacon wage rates, apply the American Iron and Steel (AIS) provision, and undergo an environmental review (by MDE) of the potential environmental impacts.
- Recipients of WQRLF must obtain a Data Universal Number System (DUNS) number, which is a unique nine-character identification number provided by D&B. Information regarding the DUNS number is located at *D&B D-U-N-S Request Service* website. Additionally, WQRLF recipients must maintain project accounts according to Generally Accepted Accounting Principles as issued by the Governmental Accounting Standards Board.
- Public entities applying for a WQRLF loan in excess of $400,000 through the Maryland Water Quality Financing Administration (MWQFA) should declare official intent *for reimbursement of costs* the applicant wishes to be compensated for from tax-exempt debt (including a loan from MWQFA) prior to making any expenditure associated with the project. The Administration advises the applicant to coordinate those efforts with MDE and local/borrower's bond counsel to ensure satisfaction of WQRLF loan requirements and IRS regulations.

APPLICATION SUBMISSION

Submit **two (2) signed hard copies** and **one CD** of the complete application, attachments, and all supporting documents to:

Ms. Elaine Dietz
Maryland Water Quality Financing Administration
Maryland Department of the Environment
Montgomery Park Business Center
1800 Washington Boulevard, Suite 515
Baltimore, MD 21230-1708

Must be received **NO LATER THAN JANUARY 31, 2017**

Nicole Ard

From: David Moran
Sent: Friday, June 02, 2017 10:32 AM
To: Nicole Ard
Subject: Fwd: Tugwell Room

Please see below. I suggest you forward to Council and Megan. I will try to respond to Ms. Teaze later today.

Sent from my iPhone

Begin forwarded message:

> **From:** Kathleen Teaze <kteaze@pgcmls.info>
> **Date:** June 2, 2017 at 10:18:24 AM EDT
> **To:** David Moran <dmoran@greenbeltmd.gov>
> **Cc:** Blane Halliday <blane.halliday@pgcmls.info>, mlvoigt@verizon.net, Lynn Stonesifer <lynn.stonesifer@pgcmls.info>, Michelle Hamiel <michelle.hamiel@pgcmls.info>
> **Subject: RE: Tugwell Room**
>
> Dear Mr. Moran,
> I called your office today and left a message. I wanted to talk to you directly about the rumor that we are doing something to the Tugwell collection. I really don't know where these rumors are coming from, but there is no truth to them. As you may know, the library system underwent serious budget cuts during the recent recession and staffing was greatly affected. Over the past 7 or 8 years we have not been able to give as much attention to the maintenance of our special collections as we would like. Right now, because of the New Carrollton and Hyattsville building projects, we have staff who can be assigned to work on that maintenance. We have for years been trying to compile a complete inventory of the Tugwell collection but haven't been able to do so. Some staff, on loan from Hyattsville are currently working on this. Once done, we will be able to assess the collection's strengths and gaps. For example, a representative from Digital Maryland told us that the collection is not a good candidate for digitizing because most of it has no provenance, or even descriptions.
>
> I hope this answers your concerns and that you will speak to me directly if you would like further information.
>
> Thanks.
>
> *Kathleen*
> Kathleen A. Teaze
> Chief Executive Officer
> *President, Maryland Library Association, 2016-17*
> Prince George's County Memorial Library System
> 9601 Capital Lane
> Largo, MD 20774
> Tel. 301.699.3500
> Mob. 240.393.9379
> www.pgcmls.info
>
> ---
>
> **From:** David Moran [mailto:dmoran@greenbeltmd.gov]
> **Sent:** Thursday, June 01, 2017 7:45 PM

To: kathleen.teaze@pgcmls.info
Subject: FW: Tugwell Room
Importance: High

Ms. Teaze:

Please see email below. My apologies as your email address was typed incorrectly.

David

David E. Moran
Assistant City Manager
City of Greenbelt
25 Crescent Road
Greenbelt, MD 20770

Phone: 301-474-8000
Fax: 301-441-8248

From: David Moran
Sent: Thursday, June 01, 2017 7:39 PM
To: 'Blane.Halliday@pgcmls.info'; 'kathleenteaze@pgcmls.info'; Blane.Halliday@pgcmls.info
Cc: Nicole Ard; Megan Young; 'mlvoigt@verizon.net'; 'Ed Putens - Home'; 'Ed Putens (eputens@greenbeltmd.gov)'; Emmett Jordan; 'J. Davis - City (jdavis@greenbeltmd.gov)'; 'Konrad Herling - City (kherling@greenbeltmd.gov)'; 'Leta Mach - City (lmach@greenbeltmd.gov)'; 'Putens, Edward *'; 'Rodney Roberts - City (rroberts@greenbeltmd.gov)'; Silke Pope
Subject: RE: Tugwell Room
Importance: High

Mr. Halliday:

I'm following up on the email message (see below) sent last week. There continue to be rumors and concerns about changes to the Tugwell Room and the collection housed there. Please respond at your earliest convenience.

Thanks.

David

David E. Moran
Assistant City Manager
City of Greenbelt
25 Crescent Road
Greenbelt, MD 20770

Phone: 301-474-8000
Fax: 301-441-8248

From: David Moran
Sent: Friday, May 26, 2017 2:57 PM
To: 'Blane.Halliday@pgcmls.info'
Cc: Nicole Ard; Megan Young
Subject: Tugwell Room

Mr. Halliday:

City staff have received comments from residents that the Library may be considering changes to the Tugwell Room and the special collection housed there. Is the Library planning any changes to the Tugwell Room/its collection?

The Tugwell Room and its collection are a valuable asset to our community and a vital historical resource about Greenbelt and planned communities in general. Attached is a letter that the City sent to Ellen Utley in 2004 regarding the Tugwell Room. The City remains very interested in obtaining the contents of the Tugwell Room should the Library ever consider closing the room.

Thanks and please contact me if you would like to discuss this further.

David

David E. Moran
Assistant City Manager
City of Greenbelt
25 Crescent Road
Greenbelt, MD 20770

Phone: 301-474-8000
Fax: 301-441-8248

Nicole Ard

From: David Moran
Sent: Friday, June 02, 2017 10:43 AM
To: Nicole Ard
Subject: Fwd: Tugwell Room

You might want to forward this one as well.

Sent from my iPhone

Begin forwarded message:

> **From:** Blane Halliday <blane.halliday@pgcmls.info>
> **Date:** June 2, 2017 at 10:37:36 AM EDT
> **To:** David Moran <dmoran@greenbeltmd.gov>
> **Cc:** "mlvoigt@verizon.net" <mlvoigt@verizon.net>, Kathleen Teaze <Kathleen.Teaze@pgcmls.info>, Lynn Stonesifer <lynn.stonesifer@pgcmls.info>, Michael Gannon <Michael.Gannon@pgcmls.info>, Michelle Hamiel <michelle.hamiel@pgcmls.info>
> **Subject: Re: Tugwell Room**
>
> Hi Mr. Moran,
>
> I followed up on a similar inquiry yesterday with Marsha Voigt of the Greenbelt Friends regarding the rumors of the elimination of the Tugwell collections. As I mentioned to her: These rumors are not true. What is true is that the City of Greenbelt has inquired about and expressed interest in obtaining the collection. This came via your 5/26 email to me.
>
> With the recent long term closing of the Hyattsville and New Carrollton Branches due to construction, we find ourselves with additional staff redeployed into other locations, including Greenbelt. This has afforded us the opportunity to assign staff the task of critically assessing/inventorying the Tugwell collection--something that has not been done for quite some time (if ever).
>
> All of this is part of our professional obligation to the public as librarians: Exploring ways to make the best use of all of our resources--including collections and facilities--such that we maximize their value to the greatest number of customers.
>
> I trust that this information will be accurately conveyed to those with concerns such that it allays their fears.
>
> Thanks,
> Blane
>
> On Thu, Jun 1, 2017 at 7:38 PM, David Moran <dmoran@greenbeltmd.gov> wrote:
>
> Mr. Halliday:
>
> I'm following up on the email message (see below) sent last week. There continue to be rumors and concerns about changes to the Tugwell Room and the collection housed there. Please respond at your earliest convenience.

Thanks.

David

David E. Moran

Assistant City Manager

City of Greenbelt

25 Crescent Road

Greenbelt, MD 20770

Phone: 301-474-8000

Fax: 301-441-8248

From: David Moran
Sent: Friday, May 26, 2017 2:57 PM
To: 'Blane.Halliday@pgcmls.info'
Cc: Nicole Ard; Megan Young
Subject: Tugwell Room

Mr. Halliday:

City staff have received comments from residents that the Library may be considering changes to the Tugwell Room and the special collection housed there. Is the Library planning any changes to the Tugwell Room/its collection?

The Tugwell Room and its collection are a valuable asset to our community and a vital historical resource about Greenbelt and planned communities in general. Attached is a letter that the City sent to Ellen Utley in 2004 regarding the Tugwell Room. The City remains very interested in obtaining the contents of the Tugwell Room should the Library ever consider closing the room.

Thanks and please contact me if you would like to discuss this further.

David

David E. Moran

Assistant City Manager

City of Greenbelt

25 Crescent Road

Greenbelt, MD 20770

Phone: 301-474-8000

Fax: 301-441-8248

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Blane Halliday
North Area Manager
Bowie, Laurel, Greenbelt, & Beltsville branches
Prince George's County Memorial Library System
507 7th Street
Laurel, Maryland 20707
(240) 472-8889
www.pgcmls.info
https://www.facebook.com/PGCMLS
Enrich, Engage, Educate

2017 COG-ULI (TAP) APPLICATION

Sponsor: City of College Park, City of Greenbelt, and Town of Berwyn Heights, Maryland

Activity Center: 1) College Park, 2) Greenbelt

Previous application X YES
Previous award X YES College Park, 2008, College Park Metrorail Station Study

Is your organization willing and able to cover the $10,000 of the total $20,000 of the total cost of the TAP?
YES, shared among jurisdictions and any partners

Main Point of Contact:
Nicole Ard, City Manager, City of Greenbelt, MD
301-474-8000 nard@greenbeltmd.gov

PROPOSED PANEL ASSIGNMENT

Questions

1) What should be the long-term vision for Greenbelt Road regarding proper mix, locations, and types of residential, commercial, and industrial space? How can current uses co-exist and what is the highest and best use for available land? What options are available for the public or private sector to address redevelopment (for example, Berwyn Height's small, limited parcels)? How do industrial properties fit into the long-term vision for the corridor? What options are available to address the transition among multiple land uses including residential, commercial, and industrial areas along the corridor? How can the communities and private sector incent new development and community improvements? What corridor improvements should be implemented regardless of the FBI headquarters decision?

2) What options are available to increase open space and recreation along the corridor? How can the communities encourage landowners or potential landowners to invest in properties while ensuring that adequate open and recreational space remains, along with adequate base of land to develop to support economic trends and the tax base?

3) What options are recommended to support safe pedestrian access connection along the corridor? For example, the safety of College Park senior citizens walking from Rhode Island Avenue to Beltway Plaza Mall in Greenbelt? Or walkers traveling from the new Greenbelt Station development to Beltway Plaza or other retail centers.

4) What action should be taken to support the Neighborhood Conservation Plan which has been on hold by the State of Maryland for many years? What methods should be used to make the case for the Maryland State Highway Administration to fund the updated design, engineering, and construction of a MD193 Corridor Plan for the application area?

5) How can the area be revitalized and enhanced through placemaking and/or design? What design elements can support streetscape, wayfinding, entry points, and sidewalk enhancement? How can subareas be delineated, while still integrated into the larger Greenbelt Road Corridor (Metrorail stations, industrial, commercial, and residential areas, as well as larger development such as Beltway Plaza Mall)?

STATEMENT OF THE PROBLEM

Greenbelt Road Corridor Improvements:
Location: MD193 from Rhode Island Avenue to Kenilworth Avenue (Greenbelt Road)

MD193 between Rhode Island Avenue and Soil Conservation Road, also known as Greenbelt Road, is 4.8 miles long, varies from 4 to 6 roadway lanes, and is comprised of a variety of land uses including residential, commercial, and industrial. Major bridge crossings include the CSX, Indian Creek, MD201 intersection, I-95 Interchange, and I-295 Interchange. The Greenbelt Road Corridor stretches through three Maryland municipalities, the Cities of College Park and Greenbelt, and the Town of Berwyn Heights. In College Park, Greenbelt Road serves as a gateway to the University of Maryland and Downtown College Park where there is significant revitalization underway, including the RISE District. In the smaller, historic Berwyn Heights, Greenbelt Road contains commercial and industrial sites, as well as developable frontage. Yet across the road in Greenbelt, Greenbelt Road is comprised of multiple shopping centers, including Beltway Plaza Mall, new and older residential development near the Greenbelt Metrorail station, the Federal Courthouse, and points east including the Greenbelt historic district, major office parks, the Baltimore/Washington Parkway, and NASA Goddard Flight Center. Both College Park and Greenbelt are MWCOG Activity Centers.

About 15 years ago the three communities worked with the Maryland State Highway Administration to develop the Greenbelt Road Corridor Plan and the Greenbelt Road (MD 193) Community Enhancement or Streetscape Project. Implementation of the plan was hampered by a lack of State funding. Given a lack of local funding, the local communities have repeatedly lobbied the State of Maryland to reactivate and implement the Plan as the need continues to make Greenbelt Road more neighborhood, pedestrian, and bicycle friendly. This includes addressing community redevelopment, multi-modal transportation, the need to preserve and promote open space and recreation, and improving pedestrian and bicycle safety. The need to address Greenbelt Road has intensified given: both Berwyn Heights and Greenbelt are developing their first economic development programs and policy (per the Berwyn Height's Strategic Plan and recent recommendations by SAGE Group and the Hyattsville Economic Development Corporation for Greenbelt); College Park is successfully revitalizing the Route 1 Corridor; WMATA is facilitating redevelopment of the College Park Metrorail Station; construction of new residential development is underway at the Greenbelt Metrorail Station; communities await a decision regarding selection of Renard's Greenbelt Station North Core Development as proposed new headquarters for the Federal Bureau of Investigations (FBI); and the current rewrite of the Prince George's County Zoning Ordinance.

The Berwyn Heights, College Park, and Greenbelt Councils have agreed to work cooperatively to practically address Greenbelt Road improvements. Given the breadth of the Corridor, the technical assistance panel is requested to provide recommendations regarding one section of Greenbelt Road, from Rhode Island Avenue to Kenilworth Avenue (near the Greenbelt Middle School).

Plans for follow-up on TAP recommendations

The TAP recommendations are expected to serve multiple purposes. For example, the communities plan to use TAP recommendations to support community decision making regarding community planning, budgeting, and prioritization of action steps. The TAP recommendations are also anticipated to help the communities or private sector apply for future local, regional, state, and federal funding for MD193 streetscape improvements, private improvements, efforts, economic development, and transportation improvements. The TAP can provide insight on regional and state competitiveness, current and future market demand for inventory and services, the potential impact on current businesses and property owners, and needed economic development activity. Likewise, the findings should support local property owners in planned property improvements, business investment, and operations. Some property owners have expressed hesitancy in investments as the communities await the federal decision regarding the possible relocation of the FBI to Greenbelt.

Urban Land Institute Washington

Responsible Land Use | Sustainable Growth

ULI Washington Technical Assistance Panel

SAMPLE AGENDA

Day 1

1:30 – 2:15pm	Briefing provided Sponsor
2:30 – 3:45pm	Study Area Tour
4:00 – 5:30pm	Stakeholder Roundtable Discussions
5:30 – 6:00pm	Travel to restaurant for working dinner
6:00 – 8:00pm	Panel Working Dinner (provided)

Day 2

8:30am – 12:00pm	Breakfast provided, Panel Work Session
12:00 – 1:00pm	Working Lunch (provided)
1:00 – 4:30pm	Panel Work Session
4:30 – 6:00pm	Presentation of Panel Findings
6:00pm	TAP Conclusion

Urban Land Institute Washington

Responsible Land Use | Sustainable Growth

ULI Washington Technical Assistance Panel

Roles and Responsibilities

ULI WASHINGTON

Pre-Panel (4-8 weeks)

- Work with sponsors to define expectations, develop questions, prepare for panel.
- Work with sponsors to develop the agenda for the TAP.
- Work with sponsors to identify expertise needed to complete assignment.
- Confirm panelists and communicate roles and responsibilities.
- Mail Briefing Book, logistical information to panelists at least one week prior to TAP.

On-Site (1 and ½ days)

- Work with sponsor to ensure tour and on-site logistics are complete.
- Staff TAP with help of panel chair and sponsors.
- Take notes on panel deliberations and help prepare presentation to sponsors.
- Provide dinner on first night for panel.

Post Panel (6-12 weeks)

- Produce panel report, obtaining input from panel.
- Issue final report within 12 weeks of completion of the TAP.

SPONSOR

- Work with ULI Washington in advance of the panel to define expectations and draft the panel assignment.
- Compile briefing materials and send a digital draft to ULI Washington at least three weeks prior to the panel. Some review and revision may be necessary between ULI Washington and the sponsor before the draft is finalized.
- Reserve meeting space for the panel. Room should be large enough to accommodate twelve people at one table as well provide space for breakout sessions. Internet access is critical.
- Reserve meeting space for the stakeholder roundtables and final presentation. Size of room depends upon how many people are invited to each session.
- Lead the coordination of the sponsor briefing and stakeholder roundtables. This includes identifying, inviting and confirming key participants, as well as preparing them for nature of the event.
- Provide transportation for site tour to accommodate 12 people (max) from ULI Washington as well as tour guides and others from Sponsor team.
- Provide aerial maps of the study area and have the flexibility to produce additional at the panel's request.

DELIVERABLES

- Within 12 weeks after the TAP has been completed, a written report, summarizing the panels' comments and recommendations, will be provided to each sponsor in electronic format (pdf file) and 10 hard copies.

FEE FOR SERVICES

- ULI Washington charges a **$10,000** fee to cover the administrative costs and materials required for Technical Assistance Panels. Panel members volunteer their time and services at no cost. The sponsor is required to cover all logistical costs during the 1.5 day TAP (meeting room, supplies, large maps & aerials and transportation for site tour) and the staff costs associated with assembling relevant information about the assignment and issues under consideration.
- Payment for the panel is due and payable upon receipt of the final report. An invoice for payment will be submitted with the final report.

Urban Land Institute
Washington

SAMPLE BRIEFING BOOK GUIDELINES

The following are a set of guidelines, please only include relevant information

I. Introduction
- a. Title page
- b. Table of contents

II. List of Sponsors
- a. List of official sponsors with organizational background

III. The Assignment
- a. Summary of the problem
- b. Questions to be addressed by the panel

IV. History of the Site or Study Area

V. Description of the Study Area (as relevant)
- a. Physical Description
  - i. Location
  - ii. Boundaries, size
  - iii. Land uses within the study area as well as surrounding areas (residential, commercial, industrial, institutional)
  - iv. Topography, vegetation, natural resources, drainage, natural or manmade barriers or development constraints
  - v. Transportation and access
  - vi. Infrastructure and utilities – availability, location, capacity, condition
  - vii. Vacant land – location, ownership, history
  - viii. Special features, characteristics, and considerations
- b. Economics of the study area
  - i. Employment types and trends
  - ii. Major employers
    1. Location
    2. Size – number of jobs
    3. Types of jobs
  - iii. Unemployment – level and trends
  - iv. Income data (individual and household)
- c. Demographics
  - i. Overview of city and study area population trends
  - ii. Population size and distribution within the study area
  - iii. Age distribution (by five-year cohorts), number of households, household size
  - iv. Educational levels
  - v. Special features, such as university students or public housing residents
- d. Housing Market (if relevant)
  - i. City market conditions and trends
  - ii. Housing types within the study area – SF, MF, ownership, rental

1. Location and number
2. Age, condition, occupancy status
3. Sales prices or rent levels
4. Tenure of occupancy: current estimates and past trends

iii. Current and planned residential development
iv. Competitive or alternative residential locations

e. Commercial development – current conditions and historical trends (if relevant)
   i. Retail
      1. Overview of area wide retail markets
      2. Retail development within the study area
         a. Location
         b. Size
         c. Type
         d. Tenant mix: goods and services offered
         e. Parking, access
         f. Lease rates and terms
         g. Physical condition
         h. Economic condition
         i. Unique competitive strengths and weaknesses
      3. Competition (nearby commercial areas) – size, type, age, condition, access, tenant mix, level of activity
      4. Office (as above, if relevant)
      5. Industrial (as above, if relevant)

VI. Government

a. Federal government activity affecting the study area
b. State laws or activity affecting the study area
c. County, if applicable: type of government; departments or agencies affecting the area such as police, fire, or health departments; relevant policies; programs, plan and regulations.
d. Local government
   i. Type of government – structure; roles and responsibilities
   ii. Sources of revenue; taxation
   iii. Current plans affecting the study area, such as comprehensive plans, area plans, school system plans, capital improvement programs, etc.
   iv. Laws and regulations impacting land use and development in the study area (note any unusual or constraining provisions)
   v. Agencies or departments with responsibilities in the study area; relevant local policies and programs (such as inclusionary zoning or subsidized housing program, economic development programs, school busing requirements, social service programs, etc.)
   vi. Local political representation: key issues; type and level of interest and activity

VII. Private Sector Involvement: Name, location, and briefly, the history, interests, policies, programs, resources, representation, and activities of each (as relevant)

a. Neighborhood associations or community development associations active in or affecting the study area
b. Schools, hospitals, churches, etc., within or affecting the study area
c. Financial institutions, foundations, major corporations active in or interested in the area
d. Business organizations
e. Others as appropriate (such as private social service providers

VIII. **Additional relevant information**

Nicole Ard

From: Nicole Ard
Sent: Thursday, May 18, 2017 5:44 PM
To: 'Lois Rosado'
Cc: GREA; Mary Johnson; David Moran
Subject: RE: Meeting about the Police Chief Search and other matters
Attachments: 05172017162657-0001.pdf; 05172017180152-0001.pdf; 05172017180209-0001.pdf; 05172017181250-0001.pdf

Lois,
I appreciate the feedback.

The City prepares quarterly employment reports on classified employees, including hires, separations, recruitment practices-for example, advertisement, applications received, panelists, and testing method, if any. The last quarterly report is attached.

The City's annual reporting includes annual employee turnover rates; employee separations; and new hires. The annual reports are provided to Council and published online during the budget process. To help me better understand the organization's reports and activities, I asked for additional information on the type of position held, for example, management, supervisory, etc. Mary Johnson, Human Resources Director, provided this detail, which is also attached.

Regarding meeting to talk about the police chief recruitment, please note that I have not met with Council or department staff on the recruitment. The recruitment will include the opportunity for public feedback. In the interim, as I continue to familiarize myself with the organization and department, I encourage the public to participate in the May 23rd Community Relations Advisory Board's police forum to share feedback or suggestions. The Forum is being held to receive feedback on the relationship between the community and the police department. The Forum will be held on May 23rd, 7pm in the Greenbriar Community Building's Terrace Room. A flyer is attached. I have copied the Board's staff liaison, David Moran. I have also copied Mary as she is the staff liaison to the Public Safety Advisory Board as both citizen volunteer boards address police matters.

Again, thank you,
Nicole

From: Lois Rosado [mailto:loisblades510@gmail.com]
Sent: Thursday, May 11, 2017 4:33 PM
To: Nicole Ard
Cc: GREA
Subject: Meeting about the Police Chief Search and other matters

Dear Nicole,
The Greenbelt Racial Equity Alliance is requesting to meet with you concerning the police chief. What criteria and methods are being used for this search?

Given the reality that 50% of the Greenbelt population are people of color, it is pass time for better racial and diverse representation in all departments.

Finally, the City needs to begin producing an annual report that includes the racial and gender composition of all departments, and also discusses what is being done to ensure equal access to opportunities, and that demonstrates that historic racial and discriminatory practices no longer exist within Greenbelt government departments.

We can meet at your convenience. Since some of our members work during the day and an evening meeting is preferable. Thank you for the consideration,

Lois Rosado for GREA

MEMO

To: Nicole Ard, City Manager
Mike McLaughlin, City Manager

From: Mary Johnson, Human Resources

Date: January 17, 2017

Re: CLASSIFIED EMPLOYEES HIRED FROM OCTOBER 1, 2016 THRU DECEMBER 31, 2016

The following is a list of classified position openings from October 1, 2016 thru December 31, 2016. Included in this memo are the number of applications received for each position, the number of applicants interviewed for each position, who participated on the interview panel, if testing was done and the applicant who was hired for the position.

ASSISTANT DIRECTOR OF PUBLIC WORKS - OPERATIONS

- 24 applications received
- 5 applicants were interviewed. Two applicants were invited for second interviews. The interview panel consisted of Jim Sterling, Director of Public Works, Mike McLaughlin, City Manager and me.
- Byung (Brian) Kim (AM) was hired as the Assistant Director of Public Works – Operations. Mr. Kim has a B.S. Degree in Business Administration with a minor in Commerce & Engineering. Mr. Kim is a Certified U.S. Corps of Engineers Quality Control Manager and is also certified in Safety Training. Mr. Kim was formerly a Project Manager at Cosmopolitan, Inc. In this position, Mr. Kim has worked with the U.S. Department of State of a number of U.S. Embassy projects.

SUPERVISORY INSPECTOR – COMMUNITY DEVELOPMENT

- 18 applications received
- 5 applicants were interviewed. The interview panel consisted of Celia Craze, Director of Planning & Community Development and me.
- John Rogers was hired and shortly after resigned.
- Mariana Rodriquez (HF) was invited for a second interview and was hired.
- Ms. Rodriquez was formerly employed by Montgomery County Government as a Housing Code Inspector II. She is bilingual.

CRISIS INTERVENTION COUNSELOR

- 53 applications received
- 4 applicants were interviewed. The interview panel consisted of Liz Park, Director of CARES, Teresa Smithson, Clinical Supervisor, Tom Patota, Geriatric Counselor and Rosaline Ceasar, Family Counselor.

- Yetta Lyle (BF) and Shana Katz-Spier (WF) were hired.
- Ms. Lyle is a Licensed Graduate Counselor (LGPC) with a M.A. in Professional Counseling. Ms. Lyle formerly worked for SOME as a Case Manager.
- Ms. Spier is a LGSW with a M.A. in Diplomacy and Strategy, specializing in Mediation and Conflict Management. Ms. Spier was a Clinical Social Work Intern at The Women's Center Mental Health Clinic.

All positions were advertised in-house, www.greenbeltmd.gov, Washington Post, Diversityworking.com, Latpro.com, Diversity-Job.com, USMilitary.com, IHireVeterans.com, Hire-A-Patriot.com, DisabilityJobs.net, and indeed.com. Additionally, police officers positions are also advertised on policejobs.com and policeone.com.

MEMO

To: Nicole Ard, City Manager

From: Mary Johnson, Human Resources

Date: March 9, 2017

Re: Ten Year – Turnover Rates

The turnover rates for the last ten years are as follows. These figures include resignations, terminations and dismissals. They do not include retirements.

2007	8%	169 employees	14 Separations
2008	7.2%	181 employees	13 Separations
2009	4.4%	182 employees	8 Separations
2010	3.3%	179 employees	6 Separations
2011	5.1%	174 employees	9 Separations
2012	3.4%	175 employees	6 Separations
2013	6.4%	170 employees	11 Separations
2014	4.6%	173 employees	8 Separations
2015	4.1%	170 employees	7 Separations
2016	6%	170 employees	11 Separations

Separated Employees 2016 (23 Total)

Public Works	1	Hispanic Male
	3	Black Males
	1	White Male
Human Resources	1	White Female
Cares	2	Black Female
	2	White Female
Planning & Community Development	2	Black Males
	1	White Male
Police	4	White Males
	4	White Female
	2	Black Male

Total Number of Separated Employees for 2016

6	White Males	26.1%
7	White Females	30.4%
7	Black Males	30.4%
2	Black Females	8.7%
1	Hispanic Male	4.3%
		100%

Reasons for Separations:

7	Retired
16	Resigned

2016 Employee Turnovers (23)

Public Works
Julio DelCid – Resigned
Jay Jefferson – Resigned
Karl Skaggs – Retired
Larry Dodson – Retired
Wilbert Rowlette – Retired

Human Resources
Theresa Skaggs – Retired

Cares
Alana Cole-Faber – Resigned
Susan Harvey – Resigned
Dominique Malloy – Resigned
Marjorie Jean – Resigned

Planning & Community Development
Thomas Matthews – Resigned
John Rogers – Resigned
Keither Gooding – Resigned

Police
Police Officers
James Craze – Retired
Marie Triesky – Retired
John Rogers – Retired
Brian Gordon – Resigned
Aaron Davis – Resigned
Christine Foster – Resigned
Sean Kennedy – Resigned
Nicholas Yatsko – Resigned
Communications Specialist
Mary Doane – Resigned
Lindsey Loving - Resigned

New Hires (2016) (21 Total)

Planning and Community Development

Hispanic Female	2
White Male	1

CARES

Black Female	3
White Female	1

Recreation

White Male	1

Public Works

Hispanic Male	1
White Female	1
Asian Male	1

Police

White Male	4
White Female	3
Black Male	2
Asian Male	1

Breakdown by Race and Sex

White Males	(6)	29%
White Females	(5)	24%
Black Males	(2)	10%
Black Females	(3)	14%
Hispanic Male	(1)	5%
Hispanic Female	(2)	9%
Asian Male	(2)	9%

2016 EEO/Affirmative Action Report (170 Employees)

	Public Works	Police Dept.	Recreation	Planning & Comm. Develop.	Cares	Admin.	Finance Human Resources/IT	TOTAL	Percentage
WM	23	31	6	0	1	2	4	67	36%
WF	4	6	12	4	5	3	4	38	21%
BM	11	9	3	2	0	0	1	26	14%
BF	2	5	0	2	6	1	1	17	9%
HM	5	2	0	0	0	0	0	7	4%
HF	1	2	0	3	0	1	1	8	4%
AM	2	3	0	0	0	0	0	5	3%
AF	0	1	0	0	0	0	1	2	1%
VACANCIES	3	12	0	0	0	0	0	15	8%
TOTAL EMPLOYEES	48	59	21	11	12	7	12	170 + 15 vacancies	100%
TERMINATIONS	1	6	0	2	2	0	0	11	6%
RETIRED	3	3	0	0	1	0	1	8	6%

2014 – 2015 – 2016 Comparison EEO/Affirmative Action Report

	2014 Total	2014 Percentage	Difference from 2013	2015 Total	2015 Percentage	Differences from 2014	2016 Total	2016 Percentage	Difference from 2015
WM	70	38%	-1%	68	36%	-2%	67	36%	0%
WF	43	23%	1%	40	21%	-2%	38	21%	0%
BM	29	16%	1%	28	15%	-1%	26	14%	-1%
BF	14	8%	-.2%	16	9%	1%	17	9%	0%
HM	7	4%	-.4%	7	4%	0%	7	4%	0%
HF	6	3%	.8%	6	3%	0%	8	4%	1%
AM	2	1%	-.1%	3	2%	1%	5	3%	1%
AF	2	1%	-.1%	2	1%	0%	2	1%	0%
VACANCIES	12	6%	-1%	16	9%	3%	15	8%	-1%
TOTAL EMPLOYEES	185	100%		186	100%		185	100%	

EEO DATA AS OF
DECEMBER 31, 2016

Officials and Administrators

White Male	7
White Female	6
Asian Male	1

Professionals

White Male	2
White Female	9
Black Male	2
Black Female	5

Technicians

White Male	2
Black Male	1
Black Female	1
Hispanic Female	1

Paraprofessional

White Male	6
White Female	5
Black Male	2
Black Female	2
Hispanic Female	2

Protective Service

White Male	27
White Female	3
Black Male	10
Black Female	2
Hispanic Male	2
Hispanic Female	2
Asian Male	3

Administrative Support

White Male	3
White Female	14
Black Female	5
Hispanic Female	3
Asian Female	2

Skilled Craftsmen

White Male	6
Black Male	2
Asian Male	1

Service - Maintenance

White Male	14
White Female	1
Black Male	9
Black Female	2
Hispanic Male	5

Nicole Ard

From: Sameano Porchea <sameano.porchea@pgcps.org>
Sent: Thursday, June 01, 2017 2:33 PM
To: Nicole Ard
Subject: Fwd: Projections
Attachments: SY18 Final 10 YEAR projections for EFMP.pdf

Cordially,

Sameano F. Porchea PhD
Analyst
Office of Pupil Accounting & School Boundaries
Prince George's County Public Schools
Sasscer Administration Building Room 211
14201 School Lane
Upper Marlboro, MD 20772
Phone: 301-952-6306
Fax: 301-952-6784
Email: sameano.porchea@pgcps.org
Website: www1.pgcps.org

Never Forget.....We Work For Children!!!

---------- Forwarded message ----------
From: **Sameano Porchea** <sameano.porchea@pgcps.org>
Date: Thu, Jun 1, 2017 at 2:29 PM
Subject: Projections
To: ejordan@greenbeltmd.gov, cmurray@greenbeltmd.gov, nard@greenbelmd.gov

Good afternoon. It was a pleasure to speak with you all last evening. As promised here are the 10 year projections by school.

Cordially,

Sameano F. Porchea PhD
Analyst
Office of Pupil Accounting & School Boundaries
Prince George's County Public Schools
Sasscer Administration Building Room 211
14201 School Lane
Upper Marlboro, MD 20772
Phone: 301-952-6306
Fax: 301-952-6784
Email: sameano.porchea@pgcps.org

PGCPS 10 Year Projections by School

SCHOOL	ACTUAL	YEAR 1 9/30/17	YEAR 2 9/30/18	YEAR 3 9/30/19	YEAR 4 9/30/20	YEAR 5 9/30/21	YEAR 6 9/30/22	YEAR 7 9/30/23	YEAR 8 9/30/24	YEAR 9 9/30/25	YEAR 10 9/30/26
ACADEMY OF HEALTH SCIENCES AT PGCC	431	441	458	460	460	460	460	460	460	460	460
ACCOKEEK ACADEMY	1,447	1,470	1,507	1,565	1,602	1,605	1,606	1,590	1,591	1,592	1,601
ADELPHI ELEMENTARY	751	768	763	757	756	760	766	770	776	780	783
ALLENWOOD ELEMENTARY	388	418	406	386	376	377	378	377	379	381	384
ANDREW JACKSON ACADEMY	657	665	677	687	687	686	685	686	692	696	698
ANNAPOLIS ROAD ACADEMY	96	96	96	96	96	96	96	96	96	96	96
APPLE GROVE ELEMENTARY	435	429	430	439	439	437	442	449	457	458	462
ARDMORE ELEMENTARY	497	424	402	392	382	379	385	384	388	390	391
ARROWHEAD ELEMENTARY	379	380	387	377	377	376	381	381	385	387	390
AVALON ELEMENTARY	378	386	384	386	387	378	389	390	394	396	399
BADEN ELEMENTARY	288	305	301	298	302	305	309	310	312	314	314
BARACK OBAMA ELEMENTARY	711	718	715	702	702	697	692	696	702	707	707
BARNABY MANOR ELEMENTARY	515	540	547	541	540	544	545	549	554	558	558
BEACON HEIGHTS ELEMENTARY	489	502	487	475	474	475	480	480	486	489	493
BELTSVILLE ACADEMY	1,092	1,081	1,089	1,085	1,081	1,066	1,068	1,063	1,064	1,068	1,072
BENJAMIN D FOULOIS ACADEMY	538	545	545	545	545	545	545	545	545	545	545
BENJAMIN STODDERT MIDDLE	614	639	670	690	670	676	663	659	650	649	662
BENJAMIN TASKER MIDDLE	788	844	952	1,013	986	976	930	906	879	877	892
BERWYN HEIGHTS ELEMENTARY	485	476	473	478	476	475	481	482	488	489	494
BLADENSBURG ELEMENTARY	764	790	775	762	749	747	753	757	765	769	772
BLADENSBURG HIGH	1,896	1,952	2,001	2,077	2,164	2,282	2,401	2,511	2,545	2,552	2,526
BOND MILL ELEMENTARY	549	544	533	530	528	527	532	533	539	544	544
BOWIE HIGH	2,367	2,364	2,335	2,327	2,374	2,442	2,503	2,530	2,538	2,474	2,393
BRADBURY HEIGHTS ELEMENTARY	480	476	467	462	465	465	468	467	472	474	477
BRANDYWINE ELEMENTARY	397	401	384	382	386	386	387	390	394	397	399
BUCK LODGE MIDDLE	1,233	1,190	1,248	1,375	1,471	1,504	1,533	1,526	1,531	1,525	1,536
C ELIZABETH RIEG	106	108	105	105	106	106	106	105	104	105	104
CALVERTON ELEMENTARY	855	857	832	819	813	819	828	834	841	847	846
CAPITOL HEIGHTS ELEMENTARY	272	271	279	272	274	275	272	273	276	278	279
CARMODY HILLS ELEMENTARY	472	414	400	386	382	381	385	385	390	391	393
CAROLE HIGHLANDS ELEMENTARY	494	510	516	511	502	513	506	514	518	521	524
CARROLLTON ELEMENTARY	646	649	626	620	620	621	620	621	627	631	632

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CATHERINE T REED ELEMENTARY	527	543	543	538	537	540	541	543	549	553	553
CENTRAL HIGH	1,004	1,023	1,036	1,039	1,054	1,087	1,118	1,138	1,133	1,146	1,142
CESAR CHAVEZ ELEMENTARY	305	326	351	383	372	372	372	372	372	372	372
CHAPEL FORGE E C C	212	264	264	264	264	264	264	264	264	264	264
CHARLES CARROLL MIDDLE	1,140	1,174	1,214	1,247	1,276	1,260	1,247	1,207	1,198	1,192	1,203
CHARLES HERBERT FLOWERS HIGH	2,077	2,056	2,061	2,089	2,179	2,213	2,230	2,303	2,313	2,279	2,238
CHEROKEE LANE ELEMENTARY	527	537	540	536	533	534	535	537	543	546	549
CHESAPEAKE MATH AND IT ELEMENTARY PUBLIC CHARTER	500	550	600	600	600	600	600	600	600	600	600
CHESAPEAKE MATH AND IT PUBLIC CHARTER	738	950	900	950	915	950	925	940	885	945	890
CHESAPEAKE MATH AND IT SOUTH PUBLIC CHARTER	560	660	725	800	800	800	800	800	800	800	800
CHILLUM ELEMENTARY	291	317	311	306	300	301	303	303	305	307	306
CLINTON GROVE ELEMENTARY	308	251	259	263	270	273	275	276	279	282	281
COLLEGE PARK ACADEMY	552	612	645	615	605	610	590	570	585	585	595
COLUMBIA PARK ELEMENTARY	491	482	487	481	489	490	494	492	498	499	503
COMMUNITY-BASED CLASSROOM	71	71	71	71	71	71	71	71	71	71	71
CONCORD ELEMENTARY	391	374	384	388	394	392	397	398	401	403	405
COOL SPRING ELEMENTARY	845	831	841	809	807	797	803	811	818	822	825
COOPER LANE ELEMENTARY	521	511	511	504	507	498	504	502	508	509	514
CORA L RICE ELEMENTARY	778	678	685	678	673	680	681	687	693	698	698
CROOM HIGH	95	95	95	95	95	95	95	95	95	95	95
CROSSLAND EVENING/SAT HIGH	78	78	78	78	78	78	78	78	78	78	78
CROSSLAND HIGH	1,048	1,059	1,059	1,043	1,067	1,121	1,142	1,163	1,151	1,120	1,094
DEERFIELD RUN ELEMENTARY	599	597	596	593	599	605	612	619	625	629	629
DISTRICT HEIGHTS ELEMENTARY	511	438	446	449	456	458	461	464	469	473	473
DODGE PARK ELEMENTARY	618	643	649	647	653	650	655	655	662	665	668
DORA KENNEDY FRENCH IMMERSION	660	683	707	721	737	750	760	755	752	752	752
DOSWELL E BROOKS ELEMENTARY	228	225	221	228	217	216	215	216	217	219	219
DR HENRY A WISE, JR. HIGH	2,280	2,295	2,293	2,259	2,314	2,374	2,461	2,508	2,516	2,505	2,466
DREW-FREEMAN MIDDLE	635	793	835	890	929	958	979	973	959	955	969
DUVAL HIGH	1,866	1,992	1,996	2,026	2,071	2,162	2,237	2,317	2,344	2,360	2,350
DWIGHT D EISENHOWER MIDDLE	945	946	1,005	1,069	1,128	1,125	1,106	1,070	1,057	1,056	1,073
EDWARD M FELEGY ELEMENTARY	797	810	825	828	820	828	837	841	848	854	853

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ELEANOR ROOSEVELT HIGH	2,514	2,522	2,483	2,461	2,489	2,530	2,603	2,703	2,717	2,702	2,651
ERNEST EVERETT JUST MIDDLE	573	657	659	656	708	694	670	638	628	626	639
EXCEL ACADEMY PUBLIC CHARTER	422	429	447	455	463	467	471	475	479	483	486
FAIRMONT HEIGHTS HIGH	683	719	733	784	810	847	887	904	922	931	930
FLINTSTONE ELEMENTARY	455	380	382	366	361	361	365	365	370	371	374
FOREST HEIGHTS ELEMENTARY	301	308	308	311	309	305	306	307	309	311	311
FORT FOOTE ELEMENTARY	355	339	344	342	343	344	347	349	353	355	356
FORT WASHINGTON FOREST ELEMENTARY	285	279	265	263	267	268	268	271	273	276	275
FRANCES R FUCHS E C C	339	339	339	339	339	339	339	339	339	339	339
FRANCIS SCOTT KEY ELEMENTARY	565	487	484	480	478	483	481	485	490	493	494
FRANCIS T EVANS ELEMENTARY	366	366	361	350	351	353	357	358	361	363	364
FREDERICK DOUGLASS HIGH	882	890	931	938	978	978	973	961	960	945	927
FRIENDLY HIGH	893	843	839	835	847	864	865	891	892	869	847
G JAMES GHOLSON MIDDLE	640	815	902	965	1,027	1,025	1,024	1,042	1,053	1,051	1,062
GAYWOOD ELEMENTARY	519	522	527	530	535	542	544	547	553	557	557
GLADYS NOON SPELLMAN ELEMENTARY	546	553	554	554	557	566	562	565	570	573	576
GLASSMANOR ELEMENTARY	341	313	305	296	293	293	291	291	294	296	297
GLENARDEN WOODS ELEMENTARY	463	462	462	460	459	466	467	467	467	467	467
GLENN DALE ELEMENTARY	567	590	575	571	588	583	581	583	589	593	595
GLENRIDGE ELEMENTARY	833	811	806	802	796	797	806	810	816	821	824
GREEN VALLEY ACADEMY	98	98	98	98	98	98	98	98	98	98	98
GREENBELT DAY CARE CENTER	19	19	19	19	19	19	19	19	19	19	19
GREENBELT ELEMENTARY	587	584	588	583	580	585	592	594	600	605	606
GREENBELT MIDDLE	1,273	1,308	1,345	1,435	1,479	1,488	1,465	1,430	1,423	1,419	1,440
GWYNN PARK HIGH	999	980	962	966	1,005	1,039	1,033	1,033	1,004	1,008	1,009
GWYNN PARK MIDDLE	627	640	643	636	610	573	570	578	588	587	596
H WINSHIP WHEATLEY E C C	287	337	337	337	337	337	337	337	337	337	337
HEATHER HILLS ELEMENTARY	383	383	381	382	382	382	382	382	382	382	382
HIGH BRIDGE ELEMENTARY	409	411	414	410	411	411	415	417	423	427	427
HIGH POINT HIGH	2,580	2,647	2,565	2,568	2,669	2,864	3,008	3,183	3,254	3,256	3,233
HIGHLAND PARK ELEMENTARY	402	369	360	352	346	347	349	350	354	356	358
HILLCREST HEIGHTS ELEMENTARY	473	464	460	453	450	450	455	457	463	467	468

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HOLLYWOOD ELEMENTARY	424	419	420	419	427	429	432	434	439	440	442
HYATTSVILLE ELEMENTARY	561	537	544	527	532	534	539	542	547	551	551
HYATTSVILLE MIDDLE	828	856	907	969	987	995	999	1,003	1,004	1,001	1,015
IMAGINE ANDREWS PUBLIC CHARTER	494	499	502	505	506	507	508	509	510	490	495
IMAGINE FOUNDATIONS AT LEELAND PCS	488	490	486	487	486	483	480	476	474	474	477
IMAGINE FOUNDATIONS AT MORNINGSIDE PCS	513	586	584	528	472	464	455	447	440	434	432
IMAGINE LINCOLN PCS	495	497	498	499	495	489	485	481	457	458	459
INCARCERATED YOUTH CENTER (JACS)	6	6	6	6	6	6	6	6	6	6	6
INDIAN QUEEN ELEMENTARY	285	282	285	283	285	283	284	286	288	290	290
INTERNATIONAL HIGH SCHOOL @ LANGLEY PARK	178	352	362	362	362	362	362	362	362	362	362
INTERNATIONAL HIGH SCHOOL @ LARGO	191	371	371	371	371	371	371	371	371	371	371
ISAAC J GOURDINE MIDDLE	487	533	530	552	569	562	539	511	504	503	509
J FRANK DENT ELEMENTARY	320	325	320	315	320	318	321	322	325	327	328
JAMES E DUCKWORTH	81	87	78	83	84	85	89	90	94	87	87
JAMES H HARRISON ELEMENTARY	333	342	342	334	331	326	327	328	330	333	333
JAMES MADISON MIDDLE	701	724	752	796	774	757	748	756	762	760	776
JAMES MC HENRY ELEMENTARY	757	757	750	745	745	747	751	756	763	768	768
JAMES RYDER RANDALL ELEMENTARY	527	522	516	517	519	520	524	525	528	530	529
JOHN H BAYNE ELEMENTARY	453	455	455	456	460	466	467	471	475	477	479
JOHN HANSON MONTESSORI	491	491	500	510	523	530	537	545	552	552	553
JUDGE SYLVANIA W WOODS, SR. ELEMENTARY	777	747	739	737	730	726	728	731	737	742	745
JUDITH P HOYER MONTESSORI	338	364	384	404	414	428	435	437	435	435	435
KENILWORTH ELEMENTARY	325	323	325	311	316	320	321	322	325	328	329
KENMOOR E C C	261	179	179	179	179	179	179	179	179	179	179
KENMOOR MIDDLE	858	886	891	902	915	940	962	946	940	938	948
KETTERING ELEMENTARY	456	454	455	451	452	453	457	461	466	470	471
KETTERING MIDDLE	735	712	718	761	756	744	702	679	665	663	676
KINGSFORD ELEMENTARY	576	498	506	506	498	498	502	505	510	514	514
LAKE ARBOR ELEMENTARY	668	666	679	679	679	678	681	687	693	699	699
LAMONT ELEMENTARY	550	551	535	533	530	534	535	538	543	546	547
LANGLEY PK- MCCORMICK ELEMENTARY	891	906	913	919	921	915	922	929	934	939	943
LARGO HIGH	774	742	746	756	779	801	841	844	848	828	802

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LAUREL ELEMENTARY	583	588	584	576	570	570	573	578	582	586	587
LAUREL HIGH	1,844	1,854	1,892	1,944	2,019	2,147	2,251	2,359	2,399	2,388	2,355
LEWISDALE ELEMENTARY	693	688	689	681	690	693	696	701	708	713	713
LONGFIELDS ELEMENTARY	314	298	296	297	301	301	303	305	309	311	311
MAGNOLIA ELEMENTARY	505	499	503	485	483	478	483	482	487	488	494
MARGARET BRENT	119	84	84	85	84	82	80	77	77	77	77
MARLTON ELEMENTARY	317	314	298	294	299	298	299	300	303	305	305
MARTIN LUTHER KING, JR. MIDDLE	647	750	817	896	898	876	853	834	826	824	844
MARY HARRIS "MOTHER" JONES ELEM	966	974	935	926	920	921	921	927	934	939	940
MATTAPONI ELEMENTARY	379	390	395	391	402	394	395	397	402	406	406
MAYA ANGELOU FRENCH IMMERSION	490	481	489	497	500	502	510	511	511	513	516
MELWOOD ELEMENTARY	450	448	444	440	434	436	437	438	443	447	447
MONTPELIER ELEMENTARY	588	594	594	594	593	594	599	603	609	614	615
MT RAINIER ELEMENTARY	315	344	367	383	400	409	430	449	446	446	449
NICHOLAS OREM MIDDLE	930	970	1,059	1,144	1,188	1,196	1,177	1,149	1,144	1,141	1,157
NORTH FORESTVILLE ELEMENTARY	351	350	351	345	343	340	341	342	346	348	351
NORTHVIEW ELEMENTARY	697	700	684	682	681	683	687	693	699	704	704
NORTHWESTERN EVENING/SAT HIGH	85	85	85	85	85	85	85	85	85	85	85
NORTHWESTERN HIGH	2,316	2,270	2,288	2,280	2,367	2,491	2,626	2,736	2,770	2,783	2,759
OAKLANDS ELEMENTARY	388	401	387	380	383	382	386	387	390	393	395
OVERLOOK ELEMENTARY	255	256	320	320	320	320	320	320	320	320	320
OXON HILL ELEMENTARY	337	295	290	289	292	296	300	301	304	306	307
OXON HILL HIGH	1,476	1,466	1,466	1,487	1,500	1,530	1,579	1,604	1,607	1,595	1,567
OXON HILL MIDDLE	581	740	797	872	956	947	906	884	897	895	905
PAINT BRANCH ELEMENTARY	357	364	360	344	350	355	362	369	374	376	376
PANORAMA ELEMENTARY	624	647	662	668	679	681	684	691	696	702	702
PARKDALE HIGH	2,285	2,369	2,383	2,470	2,575	2,722	2,796	2,888	2,913	2,893	2,862
PATUXENT ELEMENTARY	282	271	271	262	265	268	272	276	280	282	281
PERRYWOOD ELEMENTARY	646	636	631	606	610	614	619	623	631	636	636
PHYLLIS E WILLIAMS ELEMENTARY	324	373	436	486	478	478	478	478	478	478	478
POINTER RIDGE ELEMENTARY	361	346	349	351	362	364	384	391	395	397	399
PORT TOWNS ELEMENTARY	1,077	1,124	1,133	1,127	1,122	1,122	1,123	1,130	1,136	1,144	1,147

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POTOMAC HIGH	1,339	1,368	1,343	1,378	1,430	1,491	1,563	1,586	1,590	1,578	1,551
POTOMAC LANDING ELEMENTARY	395	383	375	368	363	362	371	375	378	381	384
PRINCETON ELEMENTARY	355	362	350	344	343	339	341	343	345	347	349
RIDGECREST ELEMENTARY	721	743	758	764	774	771	775	778	785	791	794
RIVERDALE ELEMENTARY	795	786	776	774	752	761	766	773	778	783	783
ROBERT FROST ELEMENTARY	290	292	296	291	282	283	280	278	281	284	285
ROBERT GODDARD MONTESSORI	484	488	490	493	495	498	501	503	502	502	500
ROBERT R GRAY ELEMENTARY	489	505	515	507	508	507	512	509	514	516	520
ROCKLEDGE ELEMENTARY	363	358	363	348	352	351	357	357	361	363	364
ROGERS HEIGHTS ELEMENTARY	808	808	819	829	825	823	835	843	851	856	859
ROSA L PARKS ELEMENTARY	690	667	660	642	640	636	645	648	655	658	662
ROSARYVILLE ELEMENTARY	402	404	412	407	409	411	415	416	421	423	425
ROSE VALLEY ELEMENTARY	370	332	335	337	335	337	340	340	344	347	349
SAMUEL CHASE ELEMENTARY	338	361	376	377	383	389	394	395	400	401	403
SAMUEL OGLE MIDDLE	884	841	778	817	870	851	831	815	811	808	824
SAMUEL P MASSIE ACADEMY	627	602	599	595	597	594	596	594	599	600	605
SCOTCHTOWN HILLS ELEMENTARY	765	777	774	751	751	747	749	749	754	761	764
SEABROOK ELEMENTARY	324	339	331	324	328	326	328	329	332	334	335
SEAT PLEASANT ELEMENTARY	362	383	394	399	397	394	394	395	402	404	407
SPRINGHILL LAKE ELEMENTARY	890	863	834	810	795	787	778	785	792	798	799
STEPHEN DECATUR MIDDLE	671	665	686	737	769	792	766	746	722	720	733
SUITLAND ELEMENTARY	532	556	551	561	562	566	571	573	577	581	583
SUITLAND HIGH	2,101	2,049	2,049	2,021	2,097	2,160	2,217	2,292	2,320	2,325	2,307
SURRATTSVILLE HIGH	738	757	764	750	762	779	805	826	853	838	815
TALL OAKS HIGH	81	81	81	81	81	81	81	81	81	81	81
TANGLEWOOD	40	44	45	47	48	45	41	42	39	37	36
TAYAC ELEMENTARY	370	376	374	372	373	374	379	379	383	385	387
TEMPLETON ELEMENTARY	840	867	866	867	860	860	860	866	872	878	879
THOMAS G PULLEN	742	746	747	746	746	745	744	744	743	743	742
THOMAS JOHNSON MIDDLE	1,142	1,173	1,206	1,255	1,273	1,265	1,264	1,260	1,259	1,257	1,284
THOMAS S STONE ELEMENTARY	746	702	640	613	593	575	589	601	606	610	611
THURGOOD MARSHALL MIDDLE	577	609	627	661	675	655	620	601	596	595	598

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TULIP GROVE ELEMENTARY	347	317	352	351	352	355	361	361	365	368	368
TURNING POINT ACADEMY PUBLIC CHARTER	627	691	691	691	686	681	676	671	666	666	675
UNIVERSITY PARK ELEMENTARY	555	572	562	563	560	554	556	559	563	566	570
VALLEY VIEW ELEMENTARY	502	459	453	445	446	446	449	451	456	460	460
VANSVILLE ELEMENTARY	814	776	788	795	819	833	843	853	860	867	867
WALDON WOODS ELEMENTARY	641	672	665	651	654	652	654	658	664	669	670
WALKER MILL MIDDLE	797	807	818	819	825	820	798	792	795	794	801
WHITEHALL ELEMENTARY	574	579	568	573	569	575	574	579	583	589	589
WILLIAM BEANES ELEMENTARY	553	493	536	559	580	591	600	607	612	616	617
WILLIAM PACA ELEMENTARY	565	569	575	584	584	586	591	594	600	604	605
WILLIAM W HALL ACADEMY	523	529	535	533	529	530	533	531	534	536	540
WILLIAM WIRT MIDDLE	1,101	1,130	1,142	1,200	1,273	1,320	1,297	1,260	1,262	1,256	1,270
WOODMORE ELEMENTARY	436	433	435	427	435	437	435	438	443	447	447
WOODRIDGE ELEMENTARY	359	364	360	360	362	358	358	358	358	360	363
YORKTOWN ELEMENTARY	358	369	372	365	363	358	360	360	365	367	369

CITY OF GREENBELT, MARYLAND
MEMORANDUM

TO: City Council

VIA: Nicole C. Ard
City Manager

FROM: David E. Moran DEM
Assistant City Manager

DATE: May 31, 2017

SUBJ: Voting Age Change (16 & 17) for Municipal Elections

Background

At is meeting on August 10, 2016, Council accepted Youth Advisory Committee (YAC) Report #2015-1 which recommends that the City lower the voting age for municipal elections to allow for 16 and 17 year olds to vote in City elections. The question of allowing 16 and 17 year olds to vote in City elections was included in the 2015 Community Questionnaire. Results of the questionnaire indicated that 77% of respondents did not support lowering the voting age.

Council held a work session with the Youth Advisory Committee (YAC) on November 2, 2016. Following this meeting YAC conducted a survey of youth where 87% favored lowering the voting age.

At its regular meeting on November 28, 2016, Council referred the report to the Community Relations Advisory Board (CRAB) and Advisory Committee on Education (ACE) for consideration. Council requested that once the CRAB and ACE reports were received, a hearing be scheduled as part of a regular meeting to obtain public comment. Both CRAB and ACE recommend the voting age be lowered.

Council held a Public Hearing on May 22, 2017, and further considered this item. Council directed staff to research the necessary steps to implement such a changes.

Other Jurisdictions

Takoma Park granted 16 and 17 year olds the right to vote in its municipal elections in 2013 and Hyattsville in 2015. These appear to be the only jurisdictions in the United States which allow voting at age 16 for municipal elections. In both cities, candidates for Mayor and Council must be at least 18 years of age.

Charter Amendments

The City Charter and City Code use the term qualified voter. Section 15 defines qualified voter as "any person who is a resident of the City of Greenbelt and who is duly registered with Prince George's County under the applicable provisions of Article 33 of the Annotated Code of Maryland." [Article 33 is now The Election Law Article.] If Council wishes to allow 16 and 17 year olds to vote, Section 15 of the Charter would have to be amended.

The term "qualified voter" is used seven places in the Charter and two places in the Code as indicated in the table below. Council would need to decide if these new voters are eligible (i.e., sign a nominating petition, run for Council, serve on the Employee Relations Board and the Board of Elections, etc.). If it is Council's intention to treat 16 and 17 year olds exactly as other voters, then no further changes are needed. If Council wishes to establish an age above 16 as to these other eligibilities, then additional sections would have to be amended.

Document	Section	Title
City Charter	12	Employee Relations Board
	15	Voters
	16	Board of Elections
	19	Registration List
	20	Nominations
	27	Absentee Voting
	27a	Early Voting
City Code	8-4	Absentee Voting
	8-13	Early Voting

Given the approaching 2017 City Election, any change should be made quickly. Any Charter Amendment can be petitioned to referendum and does not become effective for 50 days. The nomination process begins on August 21 and concludes on September 25. If Council wishes to allow 16 and 17 year olds to vote and sign nomination petitions, such an amendment should be introduced on June 19 and adopted on July 10. Following this schedule, the amendment would become effective August 29 if not petitioned to referendum.

Potential Charter Language

Based on Council's direction, the necessary Charter Amendment(s) can be prepared and presented for introduction at the next regular meeting. If only Section 15 is amended the language could read "is registered with Prince George's County and at least 16 years of age. If Council wishes to establish a higher minimum age for some of the other sections of the Charter, the language could read "qualified voter at least 18 years of age on or before the next City Election.

Referendum Questions

Several Council Members also discussed placing this issue on the November ballot as a referendum question. If Council wishes to place any referendum questions on the ballot, Section 14 of the Charter requires that Council adopt a Resolution by Monday, October 12. This Resolution must contain the exact wording of the question being submitted to the voters.

CITY OF GREENBELT, MARYLAND
MEMORANDUM

TO: City Council

VIA: Nicole C. Ard
City Manager

FROM: David E. Moran DEM
Assistant City Manager

DATE: May 31, 2017

SUBJ: Election of Mayor - CAR #2016-20

At the Regular Meeting on November 28, 2016, Council received a request from Colin Byrd that the City change its Charter to require that the Council Member receiving the highest number of votes in a City Election is elected Mayor.

Section 6 of the City's Charter states the following: *"At its first meeting following a regular municipal election the council shall choose one (1) of its members as mayor, and shall also choose one of its members as mayor pro tem."* The Mayor's duties are also listed in Section 6 as follows:

- *preside at the meeting of the Council;*
- *exercise such other powers as are or may be conferred and imposed upon him/her by the charter and ordinances of the City; and*
- *recognized as the head of City government: for ceremonial purposes, by the courts for serving civil process and by the Governor purpose of military law.*

Since at least 1962, Council has chosen the Member who receives the highest vote total as Mayor and the second highest vote total as Mayor Pro Tem. There is some recollection by local historians that in an early City election a top vote getter did not wish to serve as Mayor, so Council choose another Member to serve as Mayor. This could be a rationale for retaining the current Charter provision.

If Council wishes to mandate that the candidate for Council who receives the highest vote total is selected as Mayor then a Charter Amendment is needed. When considering this matter, Council should also decide if they want to change the Charter language regarding Mayor Pro Tem.

Council direction is sought

Sec. 6. Mayor and mayor pro tem.

At its first meeting following a regular municipal election the council shall choose one (1) of its members as mayor, and shall also choose one of its members as mayor pro tem. The mayor shall preside at the meetings of the council and shall exercise such other powers and perform such other duties as are or may be conferred and imposed upon him by this charter and the ordinances of the city. He shall be recognized as the head of the city government for all ceremonial purposes, by the courts for serving civil process, and by the governor for purpose of military law. If a vacancy occurs in the office of mayor, or in case of his absence or disability, the mayor pro tem shall act as mayor for the unexpired term or during the continuance of the absence or disability.
(1937, Ch. 532, § 6)

Sec. 7. Council--Rules; attendance; expulsion of members.

The council shall determine its own rules and order of business and keep a journal of its proceedings. It shall have power to compel the attendance of absent members, and may, by vote of not less than six (6) members, expel a member from a meeting for disorderly conduct or the violation of its rules.
(1937, Ch. 532, § 7; Res. No. 2009-3, § II, 9-29-09)

Sec. 8. Same--Quorum, procedure.

A majority of the members elected to the council shall constitute a quorum to do business, but a less number may adjourn from time to time and compel the attendance of absent members in such a manner and under such penalties as may be prescribed by ordinance. The affirmative vote of a majority of the members elected to the council shall be necessary to adopt any ordinance, resolution, order or vote; except, that a vote to adjourn, or regarding the attendance of absent members, may be adopted by a majority of the members present; and except that any votes to delete properties from the Greenbelt Forest Preserve shall require at least six (6) votes. No member shall be excused from voting except on matters involving the consideration of his own official conduct or when his financial interests are involved.
(1937, Ch. 532, § 8; Char. Am. Res. No. 2003-1, § IV, 10-27-03; Res. No. 2009-3, § II, 9-29-09)

Sec. 9. Ordinances and resolutions--Procedure for adoption; enacting clause.

Ordinances and resolutions shall be introduced in the council only in written or printed form. All ordinances, except ordinances making appropriations and ordinances codifying or rearranging existing ordinances or enacting a code of ordinances, shall be confined to one subject, and the subject, or subjects, of all ordinances shall be clearly expressed in the title. Ordinances making appropriations shall be confined to the subject of appropriations. No ordinance shall be passed until it has been read on two (2) separate days, unless the requirements for reading it on two (2) separate days be dispensed with by a vote of not less than six (6) members of council. The final reading of each ordinance shall be in full unless a written or printed copy thereof shall have been furnished to each councilman prior to such reading. The yeas and nays shall be taken upon the passage of all ordinances and resolutions and entered upon the journal of the proceedings of the council. The enacting clause of all ordinances shall be "Be it ordained by the Council of the City of Greenbelt, Maryland."
(1937, Ch. 532, § 9; Res. No. 2009-3, § II, 9-29-09)

STANDING RULES FOR THE COUNCIL OF THE CITY OF GREENBELT, MARYLAND

October 6, 2016

I. Council Meetings

1. Regular Council Meetings

   a. In accordance with the City Charter, which prescribes that the City Council shall meet not less frequently than once each month, the following schedule is hereby established for Council to meet in regular session: Regular meetings shall be held on the second and fourth Mondays, except for the months of July, August, and December when Council shall meet on the second Monday only. When any regularly scheduled meeting falls on a declared city or religious holiday the meeting shall be held on the following Tuesday at the same hour unless otherwise provided by motion of the City Council. By agreement of a majority, the Council may dispense with or reschedule any regular meeting provided that at least one meeting of Council shall be held in each calendar month. Such action shall be taken by motion at a regular meeting preceding the one to be changed where time permits.

   b. Regular meetings of the Council shall be held at 8:00 p.m. in the Council Room of the Municipal Building unless Council, by motion, designates another time or another public place within the corporate limits of the City of Greenbelt.

2. First Meeting Following Council Election

   a. At 7:30 p.m. on the first Monday following a regular Council election or run-off election, the Council shall meet at the usual place for holding its meetings, and the newly elected members shall, upon taking the oath of office, assume the duties of office. If an emergency meeting needs to be held between the election and the first meeting, the newly elected members shall take the oath of office at this meeting, and assume the duties of the office.

   b. At the organizational meeting following a Council election, the newly elected members shall, before entering upon the duties of their office, take or subscribe to the oath or affirmation prescribed by City Charter. Such oaths or affirmations shall be made before the retiring Mayor or Mayor pro tem, except for the Mayor who, upon being elected, shall take the same oath before the Clerk of the Circuit Court for Prince George's County or before one of the Clerk's sworn deputies

c. At the organizational meeting following a regular Council election, a majority of the members of Council shall choose one of its members as Mayor and shall also choose one of its members as Mayor pro tem. If a vacancy occurs in the office of Mayor, or in case of the Mayor's absence or disability, the Mayor pro tem shall act as Mayor for the unexpired term or during the continuance of the absence or disability of the Mayor.

3. Committee-of-the-Whole Meetings (Work Sessions)

Committee-of-the-whole meetings (work sessions) of the City Council may be held for the purpose of receiving and discussing information on such matters as deemed desirable and to request staff to obtain such other information as Council may request, provided that no formal actions shall be taken at such meetings and provided further that such meetings shall be open to the public. Work sessions are scheduled at convenient times based upon availability of Councilmembers. Informational items to be discussed at a work session shall be identified at the beginning of the meeting. Councilmembers may report such informational items at the end of the meeting. These informational items shall be recorded in the minutes under Other Business.

4. Executive Sessions

The Council shall have the right to meet in executive sessions, which shall be closed to the public, to consider items of a sensitive nature. Such meetings shall be held in accordance with the applicable provisions of the General Provisions Article, Section 3-306(c)(2) of the *Annotated Code of Public General Laws of Maryland.*

5. Special Meetings

Special meetings shall be called by the City Clerk upon the written request of the Mayor, the City Manager, or four members of Council. The City Clerk shall prepare a notice of the special meeting, stating the time and place of the meeting and the subjects to be considered at the special meeting. No subjects other than stated in the notice shall be considered at the special meeting, except by unanimous consent of all members of Council. Notices of special meetings shall be served upon each member of Council and the City Manager, or left at their usual places of residence, at least two hours before the time of the meeting. It shall also be the duty of the City Clerk, immediately upon receipt of a written request for a special meeting, to make diligent effort to notify each member of Council and the City Manager, by email, text, telephone or otherwise, of such special meeting.

PRESENTATIONS:

Municipal Government Month Proclamation: Mayor Jordan read a Proclamation declaring November as Municipal Government month. Beverly Palau, the City's Public Information and Communications Coordinator, accepted the proclamation. Ms. Palau provided an overview of the many activities sponsored by the City as part of Municipal Government Month.

Recycle Right Awards: Mayor Jordan announced that November 15 was America Recycles Day. Erin Josephitis, Environmental Coordinator, explained the Recycle Right Awards program and identified the winners. Each winner received new blue recycling bins identifying them as contest winners, as well as prizes awarded by the Metropolitan Washington Council of Governments, Mom's Organic Market, and College Park REI.

The winners were:

Cheryl Peckenpaugh	6809 Springshire Way	Monday City Route
Lois Gorman	49-B Ridge Road	Tuesday City Route
Resident	1-C Ridge Road	Wednesday City Route
David Morse	46-D Ridge Road	Thursday City Route
Mary-Jean Secoolish	8008 Brett Place	Contractual Route

PETITIONS AND REQUESTS:

Valerie Orlando, 14-G Ridge Road, petitioned Council to designate Greenbelt as a sanctuary city that refuses to facilitate deportation of undocumented residents. She noted that the Cities of Baltimore and Takoma Park were the only cities in Maryland currently designated as sanctuary cities.

Colin Byrd, Mathew Street, requested Council amend Section 6 of the City Charter to require that the candidate with the largest number of votes in Council elections be appointed as mayor.

SPECIAL ORDER: Ms. Davis moved to special order "Administrative Reports" as the next item on the agenda. Ms. Pope seconded. The motion passed 6-0.

ADMINISTRATIVE REPORTS:

Acting Chief Tom Kemp, Acting Captain Gordon Pracht, MPO Robert Defibaugh and MPO Gerald Potts III spoke about "No Shave November" which is part of Prostate Cancer Awareness Month. MPO Potts said 22 members of the Police Department had participated in "No Shave November" and raised $3,625 thus far to support cancer prevention, research and education.

Mr. McLaughlin announced that the Police Community Relations Forum is scheduled for tomorrow evening and the Festival of Lights will begin on Friday.

MINUTES OF COUNCIL MEETINGS

GREENBELT POLICE DEPARTMENT
STATISTICAL REPORT
March, 2017

Type of Offense (Includes attempts with exception of Murder)	Sector I 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	1		1	0		0	0		1	0		0	0		0	0		0	0		0	1	**2**
Robbery	2		3	5		9	0		6	0		4	2		4	0		0	0		0	9	**26**
Aggravated Assaults	1		5	1		5	0		1	0		1	0		0	0		0	0		0	2	**12**
Breaking or Entering	1		6	4		8	3		9	0		1	0		1	0		0	0		1	8	**26**
Larceny	2		12	10		24	6		27	6		26	16		42	0		0	1		1	41	**132**
Motor Vehicle Theft	0		2	0		9	0		5	0		0	0		0	0		0	0		0	0	**16**
Totals by Sector	**7**		**29**	**20**		**57**	**9**		**49**	**6**		**32**	**18**		**47**	**0**		**0**	**1**		**2**	**61**	**216**

(*) 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 l/l/97Ivy 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 March 31 of each year

Type of Offense (includes attempts with Exception of Murder)	2013	2014	2015	2016	2017
Murder	0	0	1	0	2
Rape	0	3	2	0	2
Robbery	13	17	7	8	26
Aggravated Assaults	16	6	7	11	12
Breaking or Entering	71	41	29	27	26
Larceny	146	127	103	115	132
Motor Vehicle Theft	32	17	12	19	16
TOTALS - - - - - - - - - - - - - - - - - -	278	211	161	180	216

III. Police Service Summary

	2017 MONTHLY TOTAL		2016 MONTHLY TOTAL		2017 YEAR-TO-DATE TOTAL		2016 YEAR-TO-DATE TOTAL	
Calls for Service	2,053		2,303		5,846		6,061	
Off-Duty Responses	427		570		1,053		1,419	
Premise Checks	202		167		717		439	
Traffic Stops	328		521		796		1,145	
Case Reports	201		215		524		602	
Field Ob. Reports	9		11		30		33	
ACRS Reports	30		39		77		88	
	Adult	Juvenile	Adult	Juvenile	YTD Adult	YTD Juvenile	YTD Adult	YTD Juvenile
Arrests	34	4	35	10	90	11	104	25

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

Speed Camera Location	March 2017 Violations	March 2016 Violations	Violations 2017 YTD	Red Light Camera Locations	March 2017 Citations	March 2016 Citations	Violations 2017 YTD
300 Crescent Road	47	55	122	EB Greenbelt Road@ Mandan Road	85	45	195
5900 Cherrywood Lane N/B	316	359	958	WB Greenbelt Road @Mandan Road	58	69	127
5900 Cherrywood Lane S/B	305	345	856	WB Greenbelt Road@Cherrywood	83	82	239
7700 Hanover Parkway E/B	16	38	65	NB Kenilworth Avenue@Cherrywood	98	135	235
7700 Mandan Road N/B	25	127	198	NB Kenilworth Avenue@NB I95- Off Ramp	40	36	72
7700 Blk MD193E/B	34	35	115	NB Kenilworth Avenue@SB I-95 Off Ramp	119	116	240
7700 Blk MD 193 W/B	97	232	295				
Totals - - - - - - - - - - - - - -	**840**	**1,191**	**2,609**	**Totals** -	**483**	**483**	**1,108**

	2017 MONTHLY TOTAL	2016 MONTHLY TOTAL	2017 YEAR-TO-DATE TOTAL	2016 YEAR-TO-DATE TOTAL
Traffic Tickets	248	298	532	643
Parking Tickets	168	4	659	23
ERO's	35	46	93	124
Warnings	349	529	801	1,191

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 – 2017	YTD – 2016		YTD – 2017	YTD – 2016
Property Damage	239	274	DUI Arrests	25	33
Personal Injury	19	34	Other Traffic Arrests	58	73
Fatal	1	0			
TOTALS	259	308			

COUNCIL ACTION REQUESTS (CAR) REPORT
as of June 2, 2017

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
2017						
17	Ms. Davis	4/5	Design and install interpretive panel at Dora Kennedy French Immersion school.		Megan/David	Megan is investigating fabrication.
16	Mr. Putens	4/5	Revise crime statistics for FY 2018 adopted budget.	6/5/17	Tom	Statistics generated. Will be incorporated in adopted budget.
12	Ms. Davis	2/27	Make sure voting information is included in new resident Welcome Packet.		Nicole/Bev	*Beverly is coordinating a packet update and will advertise a volunteer "stuffing event".*
9	M & C Meeting	2/13	Contact made with Jones family regarding petition on Lakeside North.		Nicole	Met on site @ 5/26/17.
5	M & C Meeting	1/23	Petition Action Item list on council agenda – as needed.		Cindy	
2016						
24	Work Session	12/19	Consideration of lower GAFC fees for city retirees during budget review.	5/30/17	Jeff	*Will allow – Jeff to update the fee schedule.*
23	M & C Meeting	12/12	Implement Tax Credit Program for renters.	3/30/17	Jeff	*Jeff Williams to follow-up with the state.*
20	M & C Meeting	11/28	Consideration to amend Charter to require that person with highest number of votes in municipal election be selected Mayor.	3/30/17	David	
15	Work Session	9/28	Undertake study of configuration/geometrics/safety of intersection of Lakecrest Drive/Lakecrest Circle/ Legion Drive.	12/30/18	Celia	

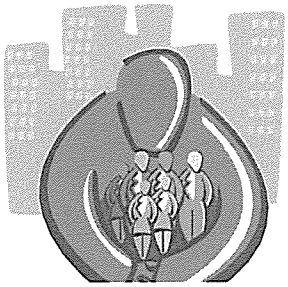
NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
11	M & C Meeting	8/8	Request by Colin Byrd for anti-discrimination ordinance for LGBT community – prepare summary of current federal and state law.	10/30/16	John	City Policy under Council consideration. *Police officers sent to LGTBQ training and general orders updated in May 2017.* *
9	M & C Meeting	7/11	Referral to CRAB on proposal for Freedom Day holiday.	6/30/17	David	Referred @ 7/22/16. Deadline changed to 6/30/17 due to CRAB workload on police/community relations.
6	M & C Meeting	4/11	Refer to PSAC – comprehensive review of security cameras in the City.	4/30/17	Mary/Tom	*PSAC has been meeting monthly.*
4	City Manager	2/12	Refer revised Sustainable Land Care policy to advisory groups for review within 60 – 90 days.	5/30/16	Jim S.	All referrals received. Public Works is finalizing a timeframe to present to Council. *While a schedule for council had been anticipated this week, the policy was returned to Green ACES given volume of comments.*
2015						
39	Work Session	10/14	Can there be signage on the Beltway for Roosevelt Center (e.g. – McDonalds)?	12/30/15	Celia	
37	M & C Meeting	10/19	Request from Mr. Drago to have periodic art sales at Roosevelt Center - Refer to AAB.	3/30/16	Julie	Board discussed 11/3 and 12/1.
31	Work Session	8/24	Develop a complete green street policy/standard.	6/30/16	Celia	*Planning draft completed week of May 19; circulating to other departments for review.*
27	M & C Meeting	8/10	Incorporate PSAC recommendations into Emergency Operations Plan.	11/30/15	David	PSAC has made recommendations.
26	M & C Meeting	8/10	Proceed on vacation of GHI ROW's.	12/31/15	Celia	Underway.

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
16	M & C Meeting	6/22	Review Joe Murray's Tick Control proposal – contact BARC and Greenbelt Park NPS.	12/30/15	Celia/Jim S.	Reviewed with BARC on 7/18/16.
14	M & C Meeting	6/08	Refer to PSAC – feasibility of re-establishing "fire sirens" for emergency alerts.	12/30/15	Mary/Tom	Reminded staff liaisons 9/15/16.
6	M & C Meeting	1/26	Report on petition from Tim Cohen-Mitchell on application to Youth Advisory Committee.	3/30/15	Cindy	
2014						
32	Work Session	8/29	Assess pros and cons of relocating Parking Enforcement, Animal Control and/or Code Enforcement functions (Organizational Assessment).	12/30/14	Mike/Celia	Parking Enforcement moved to Police 7/1/16. Under consideration by City Manager May 2017.
30	Work Session	8/29	Prepare report on Green Ridge House admission policies.	10/30/14	Mike	Amendments being worked on. *Staff report prepared. Council work session will be scheduled.*
17	M & C Meeting	7/14	Request installation of crosswalk on Southway in vicinity of B-W Parkway Ramp.	12/30/14	Mike	Sent to SHA. Discussed at 6/10/15 work session. Update provided 9/21/15. On SHA work program.
10	Work Session	4/23	Research whether city can/should enforce recycling for multi-family housing.	6/30/14	John	
2013						
45	M & C Meeting	10/28	Are there limitations on how long banner signs can be in use – County Zoning Code or City Covenants – Franklin Park signage issue?	1/31/14	Celia	

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
2011						
9	Work Session	6/13	Look at need for lighting along walkways between 11 and 13 Court Ridge. Also look at condition of existing lighting, walkway and vegetation. Further survey and referral to PSAC.	9/30/11	Jim	Checking power availability at 11 - 13 Courts. *Public Works is surveying residents on potential lighting options (week of May 19, 2017).*
2010						
32	Mayor Davis	6/25	Does city need its own ordinance to limit roadside solicitation per 2008 State law?	8/30/10	John	City Solicitor response in 9/3/10 City Manager Report. A city ordinance is being drafted.
28	Work Session	6/9	Draft legislation to implement new planning authority (CB–16).	9/30/10	John	County legislation approved 5/3/11. Planning Director checking with College Park and Bowie on usage of authority.
16	Work Session	4/21	Develop policy on when city will issue proclamation – Mayor's authority?	7/30/10	Cindy	Ms. Davis has reviewed proclamations back to 2000 and working on report.

CITY NOTES

Greenbelt CARES



Week Ending June 2

The Advisory Committee on Education (ACE) held its regular monthly meeting on Tuesday, May 23.

On Wednesday, May 24, Rosalind Ceasar, family Counselor, ended her groups at Eleanor Roosevelt High School for the year. The last group was targeted to ESOL students experiencing stress because of the current political climate.

WEEKLY REPORT

Planning and Community Development

Week Ending: Friday, June 2, 2017

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

CODE ENFORCEMENT	
Commercial Properties:	*Hanover Office Park, and 7595 Greenbelt Road (Safeway) were re-inspected.*
Rental Property:	*One rental was annually inspected; and* *Two rentals were re-inspected.*
Complaints:	*Two complaints were logged regarding an unlicensed rental and construction work performed on Memorial Day holiday at Greenbelt Station; and* *Five prior complaints were re-inspected.*
Permits:	*Sixty permits were approved and issued.*
Animal Control:	*Two baby birds were transported to rehab;* *One kitten removed from a car engine;* *One dog removed from a hot vehicle;* *One injured dog was rescued from the side of the road; and* *One cat picked up from a parking lot.*
Alarms:	*Nineteen business alarm renewals and four company alarm renewals were mailed.*
Windshields:	*Vanity Fair Drive was observed.*
Meetings:	***Staff Attended:*** *Informational meeting with Prince George's County Department of Permitting, Inspections, and Enforcement; and* *District Court in Hyattsville regarding excess noise complaint.* ***Staff Participated In:*** *Conference call with City Manager on ULI Technical Assistance Grant.*

Planning Projects: *Worked on Program Open Space reimbursement request for Community Center HVAC project;*

Worked on Program Open Space annual program and prepared materials for City Council meeting;

Reviewed County legislation and prepared materials for City Council meeting;

Reviewed and signed off on submitted plan sets for Woodspring Suites Hotel final plan sets for plan certification;

Project management for Greenbelt Lake Dam;

Project management for Senior Study; and

Project management for Buddy Attick Park – CBT status reports.

GREENBELT POLICE DEPARTMENT

CRIME REPORT

MAY 31, 2017

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

05/27 7:52 P.M.	9300 block Kenilworth Avenue. Possession of phencyclidine arrest. Robert Wesley Dindlebeck, 48, of Burtonsville, MD was arrested and charged with Possession of Phencyclidine and Possession of a Controlled Dangerous Substance by officers responding to a report of a suspicious person. The suspect was transported to the Department of Corrections for a hearing before a District Court Commissioner.

05/27 11:05 P.M.	Unit block Lakeside Drive. Attempt burglary. The victims advised that they were inside their residence when they heard a loud noise coming from the living room and observed that the front door had apparently been kicked in. They then looked outside and saw an unknown subject running from the area.

05/30 9:30 A.M.	100 block Hedgewood Drive. Burglary. Unknown person(s) entered the residence possibly by way of the unlocked back door. Jewelry was taken.

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

05/24 5:00 P.M.	6000 block Greenbelt Road. Theft. An unattended cell phone was taken from the counter at the Game Stop. A witness described the possible suspect as a black male 20 to 25 years of age, with a thin build, no further.

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

05/25 12:42. A.M.	9100 block Springhill Lane. Assault arrest. Javonte Deargo Mudrow, 23, of Greenbelt has been arrested and charged with First Degree Assault, Second Degree Assault, Reckless Endangerment, Dangerous Weapon with Intent to Injure and False Imprisonment after the suspect allegedly stabbed a roommate several times during a physical altercation. The victim was transported to Prince George's General Hospital for non-life threatening injuries. The suspect was transported to the Department of Corrections for a hearing before a District Court Commissioner.

05/28 11:37 P.M.	6100 block Breezewood Drive. Possession of phencyclidine arrest. Kevin Harris, 37, of Philadelphia, PA was arrested and charged with Possession of Phencyclidine and Possession of Paraphernalia by officers responding to a report of a suspicious subject trying to gain access to a residence. The suspect was released to the Department of Corrections for a hearing before a District Court Commissioner.

05/28 5:00 A.M.	5800 block Cherrywood Terrace. Vandalism. Unknown person(s) broke out the bedroom window of a residence.

05/28 5:40 P.M.	6000 block Springhill Drive. Theft arrest. Joel Hamilton Jackson, 26, of no fixed address was arrested and charged with Theft. The victim advised that she entered an apartment building carrying food and was approached by the suspect, who asked for some of the food. The victim agreed, then went inside her residence to get a fork, leaving her purse in the hallway. When she returned the suspect and her purse were gone. An officer patrolling the 6000 block of Greenbelt Road located a subject matching the suspect description given, at which time the suspect fled the scene on foot. The suspect was apprehended in the 8800 block of Cunningham Drive in Berwyn Heights and was then positively identified by the victim. The suspect was also found to be in possession of several of the victim's credit cards. The suspect was transported to the Department of Corrections for a hearing before a District Court Commissioner.

05/29 9:00 P.M.	6000 block Springhill Drive. Vandalism. Unknown person(s) damaged the front doorknob of a residence.

GREENBELT EAST/GREENWAY SHOPPING CENTER

05/25 3:00 A.M.	7500 block Greenway Center Drive. Trespass arrest. Sinqway Nodon Hawkins, 18, of Capitol Heights, MD was arrested and charged with Trespass after he was found hiding in the loading dock area of a high rise building. The suspect was released on citation to the Department of Corrections for service of an open arrest warrant.

05/25 8:00 A.M.	7500 block Greenway Center Drive. Burglary. A computer and audio equipment were taken from a medical office.

05/27 10:43 P.M.	7600 block Hanover Parkway. Robbery. The victim advised that she was walking down the sidewalk when she was approached from behind by the suspect, who stated that he had a gun and demanded money. When the victim refused the suspect punched the victim several times, took her purse and umbrella and fled the scene. The victim refused treatment for a minor injury. During a K-9 search of the area the victim's wallet was recovered. The purse was also recovered a short time later. The suspect is described as a black male, 21 to 25 years of age, 5'7" to 5'8", 160 to 180 pounds, with a 'high top fade' haircut, wearing a red t shirt, dark colored jeans and dark tennis shoes.

05/30 4:08 P.M.	7500 block Greenbelt Road. Unattended child arrest. Rabiat Hussien, 41, of Silver Spring, MD was arrested and charged with Leaving a Child Unattended by officers responding to a report of two small children locked in a vehicle. The children, ages two and four, were not injured. The suspect was released on citation pending trial.

05/31 1:00 P.M.	7500 block Mandan Road. Attempt burglary. Officers responded to a report of two subjects attempting to force open the front door of a residence. Two possible suspects were located and detained outside the residence. The victim advised that this incident may be related to a theft which occurred a week prior. The suspects, an 18 year old Greenbelt man and a 20 year old Adelphi, MD man, were identified and released pending further investigation.

Automotive Crime - City Wide

05/24	100 block Lakeside Drive. Theft from auto. A handicap placard was taken from a possibly unlocked vehicle.
05/26	7600 block Greenbelt Road. Theft from auto arrest. Kaylea Denise Beard, 21, of Greenbelt was arrested and charged with Theft after she was observed by the victim inside her vehicle removing money. The suspect fled the scene, followed by the victim, who called police. The suspect was arrested and was released on citation pending trial.
05/27	Area of Greenbelt Road and Kenilworth Avenue. Theft arrest. Elias Nwannebuife Uwandi, 57, of Berwyn eights, MD was arrested and charged with Theft when a computer check revealed that the registration plate on the vehicle had been reported stolen to the Baltimore City Police Department. The suspect was released on citation pending trial.

05/27	1 court Westway. Vandalism to auto. Unknown person(s) used unknown means to put several dents in the body of a vehicle. The driver's side mirror was also damaged.
05/30	6200 block Springhill Drive. Theft from auto. Unknown person(s) broke out the driver's side window of a vehicle and removed the driver's side airbag.

05/31	Area of Kenilworth Avenue and Ivy Lane. Vandalism to auto. The victim advised that during a traffic altercation the suspect threw something at the victim's vehicle, denting it. The suspect is described as a black male, no further. The suspect vehicle is described as a silver Toyota Camry 4-door bearing Maryland tags.

GREENBELT POLICE DEPARTMENT

CRIME REPORT TALLY SHEET

WEEK OF MAY 31, 2017

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.

GENERAL CRIMES		GENERAL CRIMES (CON'T)	
Carjacking		Animal Bite	
Rape		Disruption of School Activities	
Armed Robbery	1	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	2	Fraud	2
Attempt Burglary	1	Unattended Death	1
Assault (3 domestic-related)	3	Alcohol Violation	
Domestic	3	False Report	
Drugs	2	Harassment	
DUI/DWI		Field op (suspicious person)	8
Theft	8	Notification for other agency	
Vandalism	2		
Child Abuse		**VEHICLE RELATED CRIMES**	
Unattended Child	2	Stolen Vehicles	
Trespass	1	Recovered Stolen Vehicles	
Disorderly Conduct		Recovered Stolen Tags	1
Failure to Obey Lawful Order		Theft From Vehicles	3
Credit Card Offense	2	Attempt Theft From Vehicles	
Telephone Misuse		Attempt Theft of Vehicle	
Counterfeit Money		Vandalism to Vehicles	2
Bomb Threat (unfounded; building checked OK)	1	Accidents	8

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT

MEDIA RELEASE

JUNE 2, 2017
1:30 P.M.

Suspect Arrested In 2003 Greenbelt Homicide

You Xiang Zhu, 33, was arrested in a joint effort by the FBI and the New York City Police Department on June 1st in the 500 block of 51st Street in Brooklyn, NY. The warrant, charging Mr. Zhu with First Degree Murder; Attempt First Degree Murder and First Degree Assault was obtained in July of 2003 for the stabbing death of 50 year old Yu Ying Yang of China in the 7100 block of Mathew Street. The victim and her husband had come to Greenbelt to visit their son, who owned a restaurant in Greenbelt. The suspect had been fired from the restaurant and it is believed that robbery was the motive, with the suspect entering the residence through a rear window. The victim's 59 year old husband was also stabbed during the attack and suffered non-life threatening injuries. Mr. Zhu is currently being held in New York pending extradition to Maryland.

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A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

Department of Public Works
Week Ending June 2, 2017

HIGHLIGHT

- Pepco began installing replacement trees for the trees that were removed as part of their Vegetation Management Project. Two-hundred and seventy six (276) trees are being planted in the right-of-way.

ADMINISTRATION

- Attended the department head meeting.
- Inspected the water line replacement on Maplewood Court.
- Oversaw the CCTV inspection of the 24" RCP piping at the Greenbelt Dam.
- Issued a permit to WSSC for water main replacement on Lakeview Circle.
- Supervised Pepco tree replacements along Hanover Parkway and Craddock Road.

STREET MAINTENANCE/SPECIAL DETAILS

- Took down unwanted signs and checked for graffiti.
- Put out Farmer's Market barrels and parking signage.
- Repaired two Pet Expo banners and re-hung them in Franklin Park and Greenbelt East.
- Grinded stumps on Golden Triangle Drive, Cherrywood Lane, Ora Glen Drive, Megan Lane and Craddock Road.
- Transported risers to the Community Center and Roosevelt Center for weekend events.

FACILITY MAINTENANCE

- Repaired the crosswalk light at Green Ridge House, 22 Ridge Road.
- Continued work on the Dark Room project in the Community Center.
- Installed a new electrical circuit in Rooms 109 and 114 in the Community Center.

HORTICULTURE/PARKS

- Cut grass throughout the city.
- Worked with the contractor to install replacement trees from Pepco.
- Pruned overgrowth over the sidewalk on Mandan Road.
- Attended a pesticide recertification class.
- Watered and maintained plants in the greenhouse at Public Works.
- Continued weeding and installing summer annuals in landscape beds.
- Chipped branches throughout the city.
- Prepared the museum landscaping for its grand re-opening on Sunday.
- Prepared the Skate Park landscaping for a weekend event.

REFUSE/RECYCLING/SUSTAINABILITY

- Collected 37.43 tons of refuse and 15.59 tons of recyclable material.
- Erin Josephitis and Connor Roessler attended the Chesapeake Conservation Corps Job Fair.
- Attended the Organics Task Force meeting.
- Organized 12 volunteers from Capital Care Inc. for Styrofoam breakdown.
- Organized and led National Trails Day Bioblitz volunteer event.
- Posted fliers for summer volunteer events.
- Attended the Compost Task Force meeting.
- Shared info about DEET alternatives with Beverly Palau for the quarterly newsletter.
- Performed education and outreach in partnership with the GHI Companion Animal Committee at the Pet Expo on Saturday.
- Started planning National Pollinator Week activities with Jean Newcomb and Joyce Kolenky from Green Ridge House.
- Drafted a *News Review* article on Chesapeake Bay Awareness Week.
- Prepared educational materials and ordered supplies through the CBT mini grant for the Water Quality Monitoring Volunteer events.

FLEET MAINTENANCE

- Repaired the left door latch and handle on backhoe #127.
- Responded to and assessed the damage to refuse truck #262 which had blown a tire on 495 at the Central Avenue exit. Replaced the right rear/rear tires for the dual tandem axle. Also, repaired the right side marker lamp and lens that was damaged as a result of the blow out.
- Replaced two right rear/front tires on Refuse/Recycling truck #264. The tire had a piece of metal in it and could not be repaired.
- Repaired hazard lights on backhoe #129.
- Performed PM service on Police unit #805 and repaired the air conditioning system.
- Completed repairs to Police unit #834 air conditioner compressor.
- Replaced the battery on Police unit #823 and repaired the spot light; also replaced the headlamp lens because they were damaged internally. Repaired the SRS system and cleared the airbag light fault.
- Completed PM service on Police unit #846.
- Completed PM service on pick-up #102.
- Completed PM service on the Animal Control van and repaired the strobe lights.

Greenbelt Recreation Department
Weekly Report
Week Ending June 2, 2017

ADMINISTRATION:

- Attended the Department Head meeting.
- Director attended the dance class at the Springhill Lake Recreation Center to meet and greet the new clientele.
- Met with the PRAB Chair to review the joint meeting for June 21 where PRAB will meet along with the community and Greenplay, Inc. to review the Park Master Plan. The meeting will be held at Springhill Lake Recreation Center.
- Attended the 8th Annual Maryland Workplace Health and Wellness Symposium on Friday in Baltimore. On behalf of the City, the Director received a plaque in recognition of our bronze level 2017 Healthiest Maryland Business.
- Materials were prepared and application submitted for gold level HEAL recognition; staff will hopefully hear whether or not we met the requirements in the next couple of weeks.
- In addition to other activities for Greenbelt Day Weekend, Director will be in attendance at the 10th Anniversary for the Skatepark this Saturday, June 3 and the Family Fit Day which will be held in cooperation with Springhill Lake Elementary school.
- Spoke with LMD Integrative Marketing on the next steps for our department branding - stay tuned.

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

- Registration for summer classes and camps continued on a space available basis.
- Met with volunteer parents to coordinate details for ERHS Grad Night, scheduled for Monday, June 5.
- Full-time camp staff continued to prepare for our 2017 camp season with a focus on staff orientation and training plans, supply inventory and distribution and session themes/program plans for our camps.
- Continued to collaborate with Human Resources to implement a new process for Child Protective Services background checks this season.
- Coordinated with Springhill Lake Elementary School in finalizing plans for co-sponsoring Family Fit Day this Saturday morning in the Franklin Park community.
- Annual Greenbelt Day Weekend Celebration, June 2-4, 2017, begins on Friday and continues through the weekend. Greenbelt celebrates its 80th anniversary this year! Our Skate Park will celebrate its 10th anniversary with a special event on Saturday, June 3 from 11am-1pm.
- Staff are beginning to plan Fall programs and enter data in RecTrac as part of the Fall Activity Guide publication process.
- Our final camp marketing effort continued with signs posted throughout the city, and next week a final set of flyers will be distributed in area schools.
- Park Rangers will be visiting Greenbelts' parks this weekend, informing our patrons about park rules and assisting with programs.
- Working on compliance with Department of Health & Mental Hygiene, Office of Youth Camps modified requirements and updating required forms and reports.

AQUATIC AND FITNESS CENTER:

- EZ Rehab Solutions Therapy met on Tuesday and Thursday. Auto bill payment processed for June's reservation on June 1.
- Ten Greenbelt Marriott Hotel guests were accommodated to use GAFC Indoor Pool in May. Auto bill Payment processed on June 1.
- GMST met Monday and Tuesday for afternoon practice.
- Special Olympics Swim Group meets on Friday, from 6 pm-8 pm.

- Four private swim lesson requests were received and entered into the database for swim instructor(s) match. Three requests have been matched with an instructor.
- Swim Instructor(s) provided a total of 20 private swim lessons (Friday-Thursday).
- The Hot Tub closed for regular bi-weekly cleaning on Wednesday.
- June 2017 GAFC Newsletter email blast sent to patrons on Tuesday.
- Children's Swim Lessons Pre-Evaluation will be held on Saturday, June 3rd from 10:30 am-12:00 pm. Greenbelt Residents registration starts on Monday, June 5 and open registration on Wednesday, June 7.
- Ongoing summer membership registrations and renewals.
- A new lifeguard will start on Saturday, June 3.
- Bricks removed for roof replacement got capped off and sealed by Public Works to prevent bees from building hives inside near doors and getting into the facility.
- Public Works replaced the outside pane of window broken by rocks.

ARTS:

- A temporary mural has been installed in the game room at the Springhill Lake Recreation Center. As featured in this week's *News Review*, the piece includes elements made in all grade levels participating in our afterschool Art Adventures classes this year at SHLES. The mural will be up during the summer for students to enjoy with their families and friends.
- Spring quarterly classes have ended, and open studio programs are ending this week. Registration is ongoing for summer classes and the fall class schedule is being confirmed with instructors.
- Preparations are underway for Greenbelt Day Weekend activities including an Artful Afternoon on Sunday, June 4 at the Community Center. Activities will include: an art deco party hat workshop (1-3pm); Message to Tomorrow letter-writing stations (1-4pm); an Artist in Residence studio open house and sale (1-4pm); a concert with the Greenbelt Elementary School chorus and the Chromatics (3-4pm); and opportunities to view art displays by Janet Mathias (gallery), GES and GMS students (first floor hall), and Greenbelt Pottery Group members (3rd floor hall).
- A new 80th anniversary edition of the Greenbelt volunteer opportunities brochure has been completed. This piece includes opportunities with several city departments and community organizations as well as a brief history lesson on Greenbelt's tradition of active citizenship. This piece will be distributed at Sunday's Artful Afternoon concert. It will be posted online, added to city welcome packets, and distributed at public facilities.
- Contracts have been issued to all 2017-2018 Artists in Residence at the Community Center. Each artist will schedule a community engagement project as they approach the start of their new residency year.
- Ongoing tasks include: program marketing; preparation for Creative Kids Camp and Clay at the End of the Day classes; processing of Art and Craft Fair applications; and development of summer and fall programs.

COMMUNITY CENTER:

- Logistics were managed for the upcoming Greenbelt Day weekend and 80th Anniversary events.
- Write yourself a letter! The Message to Tomorrow Project has kicked off with a drop box in the lobby for Greenbelter's to write themselves a letter outlining their hopes for the future.
- GATE moved into the front lobby display case to promote the Utopia Festival and all that GATE does. Check it out….
- Thanks to Betty Timer for installing a patriotic exhibit in the small display case.
- The facility was open 2pm-10pm on Memorial Day.
- Supervisor continued to field inquires in regard to food operations rentals for the Commercial Kitchen. There have been 224 inquiries since April 2015. There are currently seven food operations who received all permits and may rent the Kitchen.
- There were 3 facility reservations processed.
- There were 5 private rentals and 10 pattern rentals.
- The following groups received free space: Greenbelt Concert Band, Golden Age Club, Girl Scout Troop #2799, PG Peace & Justice Caucus and Belle Point Home Owners Association.
- The following City groups received space: Be Happy, Be Healthy Volleyball, Yoga & Line Dancing, City Council and Senior Citizen's Advisory Committee.