

CALENDAR

< PREVIOUS MONTH

JANUARY 2019

NEXT MONTH >

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	31	1	2 7:30 PM <u>Advisory Planning Board Meeting</u> 8:00 PM <u>Work Session - Open Session / Closed Session - (Personnel/Legal Matters), (Library, MB)</u>	3	4	5
6 1:00 PM <u>Community Art Drop-In</u>	7 10:00 AM <u>Winter GED Course</u> 6:30 PM <u>Clean Water Partnership Community Meeting</u> 7:30 PM <u>Work Session - Economic Development Coordinator, (MB)</u>	8 7:00 PM <u>Arts Advisory Board</u> 7:00 PM <u>Public Safety Advisory Committee Meeting</u>	9 6:00 PM <u>MML Legislative Reception (Annapolis)</u> 8:30 PM <u>Work Session - Budget Update, (CC)</u>	10 7:00 PM <u>Pedestrian and Bicycle Task Force</u> 7:30 PM <u>Community Relations Advisory Board</u>	11	12
13 3:00 PM <u>GAFC: Russett Swim Team Practice</u>	14 7:00 PM <u>Closed Session - City Manager Evaluation (Library, MB)</u> 7:40 PM <u>Interview Advisory Board, (MB)</u> 8:00 PM <u>Regular Meeting, (MB)</u>	15 7:30 PM <u>Advisory Planning Board Meeting</u>	16 7:30 PM <u>Work Session - County Council At-Large Representatives, (CC)</u> 7:30 PM <u>Park and Recreation Advisory Board</u>	17	18	19 8:00 AM <u>Sound the Alarm Volunteer Event</u>
20	21 <u>No Meeting - Martin Luther King Jr. Day</u> 11:00 AM <u>MLK Day Free Dinner</u>	22 6:00 PM <u>Advisory Committee on Education Annual Principals Meeting</u> 7:00 PM <u>Advisory Committee on Trees</u>	23 6:00 AM <u>Prince George's County Point in Time Survey</u> 8:00 PM <u>Work Session - ULI-TAP Report</u>	24 7:00 PM <u>Forest Preserve Advisory Board</u>	25 5:30 PM <u>GAFC: Youth Advisory Committee</u> 6:30 PM <u>Employee Relations Board</u>	26 9:00 AM <u>Electronics, Styrofoam and Paint Recycling</u>
27 3:00 PM <u>GAFC: Russett Swim Team Practice</u>	28 9:30 AM <u>NOFA Accreditation Course in Organic Land Care</u> 7:20 PM <u>Interview Advisory Board</u> 8:00 PM <u>Regular Meeting</u>	29 9:30 AM <u>NOFA Accreditation Course in Organic Land Care</u> 3:30 PM <u>Senior Citizens Advisory Committee</u> 7:30 PM <u>Green ACES Meeting</u>	30 9:30 AM <u>NOFA Accreditation Course in Organic Land Care</u> 7:30 PM <u>Four Cities (College Park)</u> 7:30 PM <u>Greenbelt Advisory Planning Board</u>	31 9:30 AM <u>NOFA Accreditation Course in Organic Land Care</u> 6:00 PM <u>WMATA Public Hearing</u>	1	2

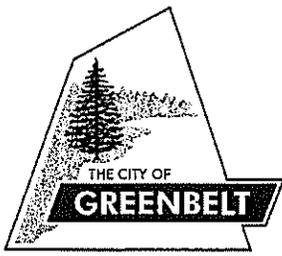
CALENDAR

< PREVIOUS MONTH

FEBRUARY 2019

NEXT MONTH >

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
27	28	29	30	31	1	2 10:00 AM <u>Martin Luther King Jr. National Day of Service Volunteer Event</u>
3 1:00 PM <u>Community Art Drop-In</u>	4 8:00 PM <u>Work Session - Beltway Plaza Redevelopment Proposal, (MB)</u>	5 4:00 PM <u>Springhill Lake Elementary Fundraiser</u> 7:00 PM <u>Public Safety Advisory Committee Meeting</u>	6 8:00 PM <u>Work Session - Combined Properties/Greenway Center (stakeholder), (CC)</u>	7	8	9
10 3:00 PM <u>GAFC: Russett Swim Team Practice</u>	11 8:00 PM <u>Regular Meeting</u>	12	13 8:00 PM <u>Work Session - TBD, (CC)</u>	14	15	16
17	18 <u>No Meeting - President's Day</u>	19	20 7:30 PM <u>Advisory Planning Board Meeting</u> 8:00 PM <u>Work Session - TBD, (CC)</u>	21	22	23
24 1:00 PM <u>Celebrate Black History Month</u> 3:00 PM <u>GAFC: Russett Swim Team Practice</u>	25 8:00 PM <u>Regular Meeting, (MB)</u>	26 3:30 PM <u>Senior Citizens Advisory Committee</u> 7:00 PM <u>Advisory Committee on Education Meeting</u> 7:30 PM <u>Green ACES Meeting</u>	27 7:30 AM <u>Mid-Winter Business Coffee</u> 6:00 PM <u>Mid-Session Legislative Dinner, (Annapolis)</u>	28 7:00 PM <u>Forest Preserve Advisory Board Meeting</u>	1	2



City Manager's Report Week Ending January 18, 2019

1. Attached are updates on the WMATA Trail. In follow-up to my email (included), I have only positive things to say regarding WMATA staff. I have previously stated publicly my appreciation for WMATA staff's helpfulness and responsiveness verbally during Council meetings, as well as in written reports. During Wednesday, January 16, 2019 work session, a councilmember stated otherwise and incorrectly attributed such comments to me. The comments did not reflect my opinion or my experience in working with WMATA.
2. Thank you to staff from Public Works, Recreation, Police, and Public Information for your work throughout the past week's snow and ice events. Roads were clear with relatively few accidents. Employees, residents and businesses were able to access services safely. Supervisors, particularly in recreation, monitored their facilities and ability to provide service. With upcoming extreme cold and rain events, I hope that everyone stays safe. Supervisors have been asked to report any resource needs to plan and respond to the events.
3. Researched Mayor Jordan's request to follow-up on a code enforcement issue at the New Deal Café. The matter is in litigation with the property owner. In light of this, I have asked the City Clerk, Code Enforcement supervisor, and City Solicitor to coordinate communication with the property owner as staff has attempted to communicate with the owner to discuss the court case, Roosevelt Center, and Council's interest in meeting the property owner.
4. Participated in a conference call with City Treasurer and Assistant City Manager regarding the Greenbelt West TIF. Outside counsel continues work to finalize an agreement with financial institutions and the developer.
5. In follow-up to the Council action earlier this week, Recreation staff worked to waive daily fees at the Greenbelt Aquatic and Fitness Center for any individual displaying Federal identification (agency or contractor). The person will be able to have up to two guests. A flyer is attached.
6. Eleven of fifty-six applications were selected for further consideration for Director of Recreation.
7. Met with staff regarding personnel and operational matters. Discussed legal matters with the City Solicitor.
8. Briefly met with City Clerk Bonita Anderson and Administrative Associate Shaniya Lashley-Mullen regarding the 2019 City Election calendar. While the election is in November, preparation starts in January.
9. Sent correspondence to a family regarding an impounded animal related to an animal cruelty case under investigation by both Animal Control (civil offense) and Police (Criminal offense). Under animal control's custody, the dog has progressed from a rating of 1 to 3 on a scale of 1 to 9, with 1 the lowest.

10. Staff will send materials to County Councilmembers Hawkins and Franklin per Wednesday's work session.
11. Reviewing Council budget priorities for staff consideration during budget preparation.
12. Attended Council Regular Meeting, Council work session introducing new County elected officials, and staff meeting.
13. Scheduled to attend a United Way event.
14. City Treasurer
 - a. Conference call with bond attorney to discuss details to finalize the TIF.
 - b. Completed Public Works salary and benefit estimates for FY 2019 and FY 2020.
 - c. Issued guidance to departments regarding time sheet reporting during the recent snow event.
 - d. Received FY 2020 abatement estimate from the local SDAT office. The FY 2020 assessment data report remains outstanding.
 - e. Contacted Community Realty staff to set up Green Ridge House budget review for FY 2020.
 - f. W-2's have been distributed to employees. Part-time employees and former employees' W-2;s have been mailed.
15. Information Technology
 - a. Worked on Finance printer issues.
 - b. Completed setup of new plotter printer in Planning Laptop image setup.

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

Nicole Ard

From: nard@greenbeltmd.gov
Sent: Friday, January 18, 2019 12:16 AM
To: Todd Pounds
Cc: David Moran; Emmett Jordan; Edward Putens; Judith Davis; Colin A. Byrd; Leta Mach; Silke Pope; Rodney Roberts; Terri Hruby
Subject: Re: WMATA Trail

Todd,

I contacted Terri to ask about the statement below. Terri was not able to verify the information. Terri confirmed that as reported previously to Council, work for the Maryland National Park and Planning process is underway. Terri also shared that last week the power analysis was provided to WMATA staff (the developer prepared the power analysis). The finding was that WMATA does not have capacity to serve the trail's electrical needs.

My understanding is that addressing the questions that Terry sent to you some time ago will also provide confidence in the document as it moves forward for Council consideration. The draft agreement was provided to Council a few months ago realizing that Karen Ruff's concern wasn't addressed. Terry said among questions that she sent you was to confirm the City's obligations, address the time table and prior City Solicitor Karen Ruff's concern regarding agreement terms for what is considered a temporary trail.

As I have shared during past public meetings and in written Manager's Reports, WMATA has been helpful and responsive. I have nothing but positive things to say regarding Ms. Doggett, the WMATA staff member who I have had contact with. In fact, so did Ms. Hruby. During my tenure, Ms. Doggett has provided follow-up to Council's requests in a timely manner, including follow-up on station planning and maintenance that was provided directly to Council, a subject area that is not within Ms. Doggett's responsibility (for example, the referral to WMATA's public art employee).

There have been inaccurate, negative comments stated during the Council work sessions with WMATA and the developer, as well as during last night's Council work session. Again, as I have stated publicly before and shared with other partners and regional leaders, WMATA has been helpful. For a councilmember to state otherwise and attribute that to me was not factual and uncalled for.

Thank you,
Nicole

On Jan 17, 2019, at 3:03 PM, Todd Pounds <tpounds@alexander-cleaver.com> wrote:

January 17, 2019

Ms. Nicole Ard
City Manager
25 Crescent Road
Greenbelt, Maryland 20770

RE: WMATA Trail Status

Dear Ms. Ard:

There has been some recent confusion as to the exact status of the WMATA trail. I have been in contact with Mr. Rivera, counsel for Woodlawn, and he and I have cleared up various points of confusion and I wanted to bring those to your attention.

With regard to the Connection Agreement with the Greenbelt Metro Rail Station, I have reviewed that agreement and I do not have any major or substantial issues with regard to the rights and obligation of the City of Greenbelt. My letter to you in June, 2018 outlined many of those obligations for the City, but, other than a few minor changes that I would suggest, I believe the Connection Agreement is substantially ready to be signed. However, since there are other items to be completed, I would suggest that we be ready to sign the agreement, but, not sign it until we are further along with other reviews to make sure there are not other changes. This will not cause any delays.

Presently, the engineer for Woodlawn is preparing the necessary plans for the Prince George's County review and ultimate permit. These plans will have to be for both the construction of the trail as well as the bridge. Presently, WMATA has agreed that the engineering plans will simply provide the location of the trail for construction taking into consideration various environmental, wetland, topography, and other issues which will ultimately be included in the building permit and assuming that there may be field changes during construction. After the trail is completed, then, an easement will be established indicating the metes and bounds for the trail which is very similar to the "as built" plans that are often filed with the County after construction. To attempt to establish an easement now while the engineer is still preparing their plans and going through County review, would be very difficult since, most likely, that trail location will change a number of times during planning, review, permit, and ultimately construction. Therefore, the easement will simply be done at the very end.

As part of the engineer's review, he is preparing a power analysis for the electrical requirements of the trail and ultimately a traffic light. WMATA is very hesitant about supplying any power whatsoever to assist with this light so, most likely, the conduits and the power will need to be supplied from the development side to supply the necessary power. Again, that review is presently being conducted by the Woodlawn engineer as part of their application and permit that they will be submitting to the County. It is anticipated that the power line will run adjacent to the trail to assist with any construction and/or future maintenance. Again, it will be Greenbelt's responsibility to maintain the trail once it is constructed.

Thus, primarily, we are waiting for the engineer to complete the plans for a construction permit and power analysis. That would be an appropriate time to sign the Connection Agreement.

I hope this clarifies some of the confusion that existed with regard to the status of this project.

Very truly yours,

TODD K. POUNDS, ESQ.

TKP/cal
Via email
Cc: D. Moran

Council

Nicole Ard

From: Terri Hruby
Sent: Friday, January 18, 2019 12:55 AM
To: Nicole Ard
Subject: Re: WMATA Trail

Hi Nicole,

I can follow up with Todd next week on my questions on connection agreement if you would like.

Also I forwarded you an email that I just reviewed regarding the power issue. It appears that while WMATA's preliminary assessment is they do not have the capacity (and it would be costly to add capacity) to provide electric to the trail, Ms. Doggett has asked her engineering staff to confirm based on capacity needs and cost estimates provided by Woodlawn.

I'll update you when I learn more.

Terri

Sent from my iPhone

On Jan 18, 2019, at 12:16 AM, Nicole Ard <nard@greenbeltmd.gov> wrote:

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Thank you,

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side to supply the necessary power. Again, that review is presently being conducted by the Woodlawn engineer as part of their application and permit that they will be submitting to the County. It is anticipated that the power line will run adjacent to the trail to assist with any construction and/or future maintenance. Again, it will be Greenbelt's responsibility to maintain the trail once it is constructed.

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Very truly yours,

TODD K. POUNDS, ESQ.

TKP/cal
Via email
Cc: D. Moran
Council

Nicole Ard

From: Terri Hruby
Sent: Friday, January 18, 2019 12:47 AM
To: Nicole Ard
Cc: David Moran; tpounds@alexander-cleaver.com
Subject: Fwd: Greenbelt Trail Electrical Capacity Rqts.
Attachments: 2018-11-29 Greenbelt Station -Trail - Construction Proposal.pdf; ATT00001.htm

Nicole,

I actually didn't see the email below until after our conversation this afternoon. It appears that WMATA's preliminary assessment is they don't have the capacity to provide electrical service for the trail, but they have requested cost estimates from Woodlawn for running power from the South Core and capacity needs. Both have recently been provided to WMATA.

Thank You,
Terri

Sent from my iPhone

Begin forwarded message:

From: Will Yakel <wyakel@woodlawnllc.com>
Date: January 15, 2019 at 8:34:54 AM EST
To: "Doggett, Rosalyn" <RDoggett@wmata.com>, Nooshin Amirpour <namirpour@woodlawnllc.com>
Cc: Terri Hruby <thruby@greenbeltmd.gov>, Greg McGowan <gmcgowan@coastoakgroup.com>, 'Norman Rivera' <normanrivera2012@gmail.com>
Subject: RE: Greenbelt Trail Electrical Capacity Rqts.

Roz,

Good morning.

I wanted to reach out again to address the current cost estimate to extend the Pepco primary from the south (Greenbelt Station development side).

Attached is a copy of the cost estimate provided from our consultant, Utility Systems. Please be aware that this is only an estimate based on the current plans which are preliminary in nature.

The estimated cost to install the conduit system requested by Pepco with their splice boxes and other materials is:

1. Extend primary from Greenbelt Station Pkwy and Stream bank Lane to property line by the Pond. \$11,000.00
(This was part of a previous estimate provided by Pepco a year ago)
2. Conduit system next to/under trail: \$155,874.00
3. Directional bore under wetland and creek: \$52,800.00
4. Pepco material (splice boxes, etc): \$14,214.71

In addition to these costs, Pepco will charge us a substantial fee for the cost of the provide and install the primary cables within the conduit system. This charge will not be known until we submit plans officially to Pepco, but the estimate provided by our consultant is \$100/LF of cable. Based on the current length of trail, this cost could easily exceed \$200,000.00

Therefore, the estimated total to provide Pepco power to the Trail from the south is approaching \$450,000.

Please note that these costs are based on estimates assuming the work is done today. These estimates will only increase in time.

Thank you for your attention to this matter. Please contact me with any questions.
Will

William Yakel, Jr.

Project Manager
Woodlawn Development Group
11700 Plaza America Drive, Suite 310
Reston, VA 20190
240.793.5235

From: Doggett, Rosalyn <RDoggett@wmata.com>
Sent: Monday, January 7, 2019 10:43 AM
To: Nooshin Amirpour <namirpour@woodlawnllc.com>; Will Yakel <wyakel@woodlawnllc.com>
Cc: Terri Hruby <thruby@greenbeltmd.gov>
Subject: Greenbelt Trail Electrical Capacity Rqts.

I don't think that we will make much progress on any alternative to Pepco electrical transmission until you give us your capacity needs. It is really important to know your requirements and cost estimate under the current Pepco scheme so that comparisons might be made. A preliminary assessment here is that our traction power station doesn't have enough capacity to service outsiders; extending service from our actual station would result in costly extensions and power drops with distance.

Rosalyn P. Doggett
Senior Real Estate Advisor
Office of Real Estate and Parking
Washington Metropolitan Area Transit Authority
202 962 2208
202 604 1275

UTILITY SYSTEMS C&E LLC

12216 Parklawn Drive, Suite 200, Rockville, MD 20852

Voice: 301-610-9194 Fax: 301-637-3408

Mr. Michael C. German
Director of Development
Woodland Development Group
11700 Plaza America Drive, Suite 310
Reston, Virginia 20190

Dear Mr. German:

Utility Systems C&E LLC is pleased to provide you with the following proposal for the installation of Pepco, Streetlights and Blue Phone facilities for the WMATA Greenbelt Station - Trail project, located at Greenbelt Road, MD 20770.

This proposal is based on our review and understanding of the site and the provided Greenbelt Station WMATA Trail Plans from Dewberry and dated 09/18/2015.

SCOPE OF WORK

A. Pepco

- To furnish and install 1925 l.f. of 4"- 4 Way PVC conduits (encased in concrete).
- To directional bore 400 l.f. of 4"- 4 Way PVC conduits.
- To provide concrete encasement for duct banks per Pepco standards.
- To furnish and install pull line inside of all conduits.
- To furnish and install 5 – 3' × 5' Pepco approved splice boxes.
- To furnish and install 2 – 56" × 50.5" × 32" Pepco approved transformer pads.
- To furnish and install ground rods, ground wire and clamps for the proposed splice boxes and transformer pad. Provided by owner (see enclosed Material Control List).

B. Blue Phone

- To furnish and install 2120 l.f. of 4"- 1 Way Blue Phone PVC conduits (not encased).
- To furnish and install pull line inside of all conduits.
- To furnish and install 10 – 12" × 12" Blue Phone approved splice boxes.

C. Private Streetlight

- To furnish and install 2320 l.f. of 4"- 1 Way PVC conduits (not encased).
- To furnish and install 150 l.f. of 2"- 1 Way PVC conduits (not encased).
- To furnish and install pull line inside of all conduits.
- To furnish and install 29 – 12" × 12" private splice boxes.
- To furnish and install 29 – private streetlights.
- To furnish and install 29 – private streetlight concrete foundations.
- To furnish and install ground rods, ground wire and clamps for the proposed streetlights and splice boxes.
- To furnish and install conductors for the proposed private streetlights.

MISCELLANEOUS

- To dig test pits once mobilized to identify utility crossings and avoid conflicts during construction, as required for our work.
- To coordinate the installation of the proposed splice boxes, transformer pads, trenches, duct banks and conduits with Pepco, MCDOT.
- To backfill the trenches using suitable material from excavation.
- To implement traffic control maintenance/measures during the installation of the proposed facilities. Supplemental manpower is not included.

EXCLUSIONS

- To haul off any material generated from excavation of trenches, and splice boxes or foundation.
- To perform any pavement or concrete saw cutting operations.
- To provide any work associated with public streetlight(s).
- To provide any work associated with traffic signals.
- To provide any work associated with Washington Gas facilities.
- To provide any temporary electrical service for construction.
- To provide any steel plates for this installation.
- To tack weld the provided steel plates to maintain the steel plates in place.
- To provide any sheeting and shoring for this installation.
- To provide any concrete base/sub-base or rebar reinforcement in roadways.
- To provide any temporary or permanent resurfacing for this installation.
- To furnish and install warning tapes for the proposed trenches.
- To furnish and install select backfill if required. Select backfill will be provided at \$45.00 per ton.
- To provide additional excavation beyond the trench depths of 4' for the installation of splice boxes and duct banks.
- To provide any reinforcement for concrete encasements.
- To provide any traffic control plans for this installation.
- To implement traffic control maintenance/measures during the installation of the proposed facilities. Traffic control plan is not included.
- To perform any photometric calculations for this project.
- To provide any blasting or rock removal.
- To provide or remove any sediment control measures.
- To provide removal of any contaminated soil.
- To provide any field work or surveying to establish elevations for this installation. Horizontal and vertical surveying will be provided by others.
- We provide one (1) mobilization as part of this proposal. Additional mobilizations will be at \$2,000.00 for each mobilization.
- To provide seed or sod for the excavated areas.
- To provide dewatering except for incidental weather related water (rain) associated with this installation.
- To provide any waterproofing and/or sealing inside or around the conduits.
- To provide any waterproofing and /or damp proofing inside or outside of manholes, handholds or other structures.
- To provide any concrete pump associated with this installation.

- To provide any independent resistance testing.
- To perform any compaction testing for this installation.
- To perform any non-conventional trenching (i.e. pneumatic trenching or directional boring).
- To relocate any existing utilities in conflict with this installation.
- To alter this installation based on encountered structures.
- To remove any existing sheeting and shoring in conflict with this installation.
- To provide any type of utility pole bracing.
- To remove, repair or replace any sidewalk or finish surfaces associated with this installation.
- To remove any existing trees.
- To furnish and install any stone bedding or stone dust.
- To compensate Pepco and MCDOT for their fees or bonds, including permit fees or associated bond fees.
- To obtain any public space or occupancy permits for this installation.
- To pay any filing, inspection, permit and/or deposit fees on owner's behalf.
- To purchase any Pepco approved material listed on the Material Cost Letter (not included in scope of work).
- To penetrate any existing/energized manhole.
- Expenses and delays due to weather conditions.
- To provide any after hour and weekend work that is required to complete required phases of the project to meet the project schedule, except any lost time caused by Utility Systems LLC.
- This proposal is based on access to work area for at least 8 hours per day.
- To provide any payment or performance bond (3%).

COST

The total estimated cost to perform the above work is **\$567,649.00**.

A. Installation of proposed Pepco facilities	
• Traditional Installation	\$155,784.00
• Directional Bore	\$ 52,800.00
B. Installation of proposed Blue Phone facilities	\$ 60,719.00
C. Installation of proposed Streetlight facilities	\$298,346.00
Total	\$567,649.00

ADD ALTERNATES

Add alternate D includes \$14,181.18 for the cost of required Pepco material listed in the attachment.

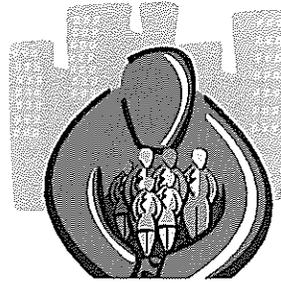
D. Pepco Material List (frame, cover, grates, except structures)	\$14,214.71
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Thank you for giving us this opportunity to work with you on this project. Please contact me if you have any questions regarding the provided costs.

Sincerely,
Arman Kashefi

CITY NOTES

Greenbelt CARES



Week Ending January 18

The Dispute Resolution And Managing Anger group (D.R.A.M.A Club) had its first meeting of the year on January 14, at 7 pm with 13 people in attendance. The group will have 8 more sessions and will conclude on March 18. The D.R.A.M.A Club was created to help clients understand what anger is, gain awareness of their anger response and develop conflict resolution skills to manage their behavior when angry.

Liz Park attended the Human Services Partnership meeting. The group is preparing for the Homeless Point in Time survey. The survey counts sheltered and non-sheltered homeless individuals and families in the county. The count will take place on January 23, 2019.

Liz Park attended the Children's Mental Health Matters Initiative meeting. The group began planning for the May 2019 efforts to promote awareness about Children's Mental Health issues.

WEEKLY REPORT

Planning and Community Development

Week Ending: Friday, January 18, 2019



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

CODE ENFORCEMENT

Commercial Properties: Greenway Center Drive, Greenbelt Lutheran Church, and Hanover Office Park were annually inspected.

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

Complaints: Two complaints were logged regarding ceiling leak, no heat, and ceiling caving in at living room; and Two prior complaints were re-inspected.

Windshield Inspections: Franklin Park, Greenbrook Estates, Greenbrook Village, and Greenwood Village were observed.

Permits: Twenty three permits were approved and issued.

Meetings: **Staff Attended:**
Advisory Planning Board meeting;
Park and Recreation Advisory Board meeting;
City Council Work Session;
Department head meeting;
MHAA Grant Webinar meeting; and
Code Enforcement and Zoning Officials Association (CEZOA) meeting.

Staff Met With:

CPJ regarding the Cherrywood Lane Project.

Planning Projects: Prepared materials for the Advisory Planning Board meeting;
Continued drafting a staff report regarding the Beltway Plaza re-development proposal;
Prepared recommendations regarding the Capital Bikeshare proposed locations;
Drafted the January 15, 2019 Advisory Planning Board meeting minutes;
Reviewing Cherrywood Lane Project documents;
Reviewing Capital Bikeshare Program – county’s proposed locations for Greenbelt; and
Budget preparation.

Department of Public Works

Week Ending January 18, 2019



ADMINISTRATION

- Met with the contractor at the Police Station to review the HVAC design for the new system.
- Met with WSSC regarding a sewer issue on Lakeside Drive.
- Planning and Public Works staff met with an engineering firm regarding the Cherrywood Lane Green Street Project.
- Continued working on the budget.
- Brian Kim attended the council meeting to discuss the Greenbelt Theater HVAC and Roof Project.
- Brian Kim and Luisa Robles attended the Built Environment & Energy Advisory Committee (BEAC) meeting in Washington D.C.

STREET MAINTENANCE/SPECIAL DETAILS

- Removed unwanted signs throughout the city.
- Pushed debris at the Northway Fields compost site.
- Plowed snow and treated streets during and after the snow storm.
- Washed all salt trucks.
- Checked for icy spots throughout Greenbelt daily.

HORTICULTURE/PARKS

- Removed Christmas trees from designated areas.
- Assisted with plowing and treating streets during and after the snow storm.

FACILITIES MAINTENANCE

- Repaired lights in the theater.
- Repaired a toilet in the men's room at the theater.
- Assisted the contractor with repairs to the fresh air handler in the Community Center.
- Repaired lights in the GATE studio in the Community Center.
- Repaired the fresh air fan in the boiler room at the Aquatic & Fitness Center.
- Replaced the heater in the men's restroom at Buddy Attick Park.
- Replaced the through-the-wall heat pump in the auto shop.
- Shoveled snow and treated sidewalks.

REFUSE/RECYCLIG/SUSTAINABILITY/ENVIRONMENTAL

- Collected 28.73 tons of refuse and 10.86 tons of recycling material.
- Drafted the Forest Preserve Advisory Board minutes from the November meeting.
- Accepted the Martin Luther King Jr. Day of Service proclamation at the Council meeting.
- Ground proofed the double pole list for Mr. Sterling to update the status on Pepco double poles that need to be removed.
- Rescheduled the Martin Luther King Jr. Day of Service volunteer event and advertised the President's Day volunteer event.
- Continued work on GIS projects.
- Coordinated with the solar contractor about setting up the PV monitoring system at the Springhill Lake Recreation Center.
- Started advertising for Electronics Recycling, Styrofoam and Paint recycling event on Saturday, January 26. Coordinated with Yuck Old Paint and Berwyn Heights.

FLEET MAINTENANCE

- In the process of diagnosing fuel issues in Police vehicle #834 - removed the fuel pump and transfer pump and replaced both the front and rear brake shoes and drums.
- Replaced caliber bolts in Police vehicle #812.
- Completed installations of new slacks, brake chambers, the driver's seat foam cushions and seat cover in refuse truck #262.
- Worked on snow plows replacing various parts that were broken, damaged and worn.
- Replaced the plow light relay on dump truck #124.
- Repaired the front suspension on dump truck #126. Also replaced the front tie rod ends and toe bar assembly.
- Replaced the front suspension components on dump truck #407.
- Mounted and balanced four tires on bucket truck #147.
- Repaired and connected GPS units on four Public Works vehicles.
- Replaced the brakes on police vehicle #899.

Greenbelt Recreation Department

Weekly Report

Week Ending January 18, 2019

ADMINISTRATION:

- Met to review bid documents to repair/replace white coat for the outdoor pool.
- Attended Park and Recreation Advisory Board meeting.
- Attended annual MML / MACRPA meeting in Annapolis to discuss and consider legislative items for the coming legislative session.
- Met with Aquatic and Fitness Center staff to review various items related to facility programs, operations and staff training.
- Continued work on the FY 2020 budget.

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

- Winter 2019 Activity Guide is available on-line and printed guides are available in city buildings. Winter class registration continued on a space available basis.
- Winter classes continued.
- Youth Center and Springhill Lake Recreation Center opened at noon due to PGCPs closure.
- Monday's school closure offered the opportunity for the first Snow Day Movie of the season at Old Greenbelt Theatre. Approximately 300 attendees enjoyed a free showing of Smallfoot to celebrate the snow day!
- Spring 2019 Activity Guide production continued and will continue through January. Target date for print and on-line guide is February 15, 2019.
- 2019 Camp Guide is available online and in city facilities. Camp registration begins on February 4 for residents and February 19 for non-residents.
- Email blast sent to camp patrons providing a link to the online Camp Guide and information on 2019 Camp highlights.
- Staff worked on planning and promotion for the upcoming Black History Month event, scheduled for Sunday, February 24.

AQUATIC AND FITNESS CENTER:

- GMST practices were cancelled this week due to PGCPs after school programs and activities cancellation.
- Russett Swim Team practice was cancelled on Sunday, January 13. Next practice will be held on Sunday, January 27, from 3 pm to 4 pm.
- Elizabeth Seton High School Swim Team practice was cancelled due to inclement weather on Monday. Next practice will be held on Friday, January 18.
- GAFC Swim Instructor(s) provided eight private swim lessons and personal training sessions (Friday-Thursdays).
- A total of 34 UM Shuttle Membership Passes were sold as of January 17.
- GAFC is offering a complimentary daily admission to the furloughed federal employees and contractors along with two guests during their time off. A total of 42 affected employees took advantage of the offer as of 1 pm on Thursday.
- Four individuals with the Solid Rock Church were accommodated to a complimentary shower on Tuesday.
- GAFC Winter 2019 survey is available now through January 22. A link to the online survey was posted on the GAFC Facebook page and sent to 1,880 subscribers via GovDelivery System on Tuesday.
- GAFC will be collecting warm and fuzzy hats, gloves, scarves and socks for men, women and children in need. New and hand-knit items are appreciated. Items are being collected in the main lobby of GAFC now throughout January 31.

ARTS:

- The art gallery reopened this week with the new exhibition "Upside Down House: Unconventional Family Portraiture by Robert Cantor, Maura Doern Danko, and Amanda Demos Larsen." A reception will be held on Friday, February 15, 6:30 - 8pm, and the show will continue through March 22.
- Winter classes are in session and schedule adjustments are being implemented as needed due to inclement weather. A dance workshop is scheduled for local Girl Scouts on Saturday through our Artward Bound program. Staff are assessing the feasibility of adding additional programs to serve furloughed federal employees. The summer camp brochure is undergoing final edits and preparations are being made for the opening of camp registration. Staff are preparing a grant application to the Prince George's Arts and Humanities Council seeking financial support for our free afterschool art classes at Springhill Lake Elementary School.
- Rehearsals and production work are ongoing for Homeward Bound, the 2019 Greenbelt Youth Musical. Staff are orchestrating the participation of 43 actors and 18 crew members in this fast-paced and intensive program.
- Promotions are underway for the next Community Art Drop-In which will take place at the Community Center on Sunday, February 3. Due to the large attendance at recent events, reservations will now be required, although the events remain free.
- Preparations are underway for the next sold-out "Parent's Night Out" program in February. Through a collaboration with Friends of Greenbelt Theatre, the evening's activities will include a series of animated shorts presented with a 16mm projector.
- Staff are developing the FY20 budget and preparing an interim FY19 grant report for the Maryland State Arts Council.

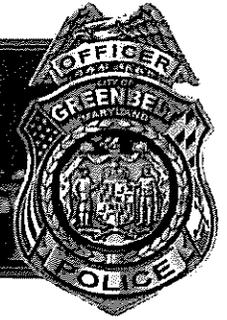
COMMUNITY CENTER:

- Supervisor attended a Maryland Recreation and Parks Association Board and Council meeting in Gaithersburg.
- Supervisor met with State of Maryland Food Protection staff and current Kitchen renter for annual inspection.
- Supervisor conducted a Kitchen tour for a potential food operation.
- Supervisor continued to field inquiries in regard to food operation rentals for the Commercial Kitchen. There have been 373 inquiries since April 2015. There are currently four food operations who received all permits and may rent the Kitchen.
- The facility hosted an American Red Cross Blood Drive.
- There were 7 facility reservations processed.
- There were 7 private rentals and 13 pattern rentals.
- The following free space groups were provided space: Golden Age Club, Greenbelt Concert Band, Greenbelt Arts Center, PG Peace & Justice Caucus, Greenbelt Community Development Corp., Greenbelt Volksmarchers, Friends of the Greenbelt Museum and Greenwood Village HOA.
- The following city groups were provided space: Be Happy, Be Healthy Yoga & Volleyball, CARES, City Council, Advisory Planning Board and PRAB.

THERAPEUTIC RECREATION:

- Worked with Youth Center Supervisor on camp brochure and spring activity guide.
- Supervisor met with Golden Age Club.
- Coordinated the monthly Blood Drive for 1/18.
- Held a drop-in Ageless Grace class with Karen Haseley.
- Senior Nutrition served 34 hot meals the week of 1/14 – 1/18 (sites closed on 1/14, 1/15 and 1/18 due to inclement weather).
- Received a special accommodation request for an upcoming class.

GREENBELT POLICE DEPARTMENT



CRIME REPORT TALLY SHEET

WEEK OF JANUARY 16, 2019

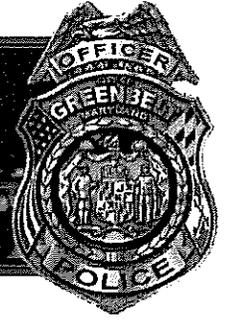
The following list is comprised of the actual numbers of offenses reported during the week. Not all reports are included as narratives, only incidents of interest, unusual or public safety related items are included.

<u>GENERAL CRIMES</u>		<u>GENERAL CRIMES (CON'T)</u>	
Carjacking		Animal Bite	
Sex Offense (Suspect known to victim)	1	Disruption of School Activities	
Armed Robbery	2	Transporting a Handgun in a Vehicle	
Attempt Armed Robbery		Reckless Endangerment	
Strong Armed Robbery		Emergency Commitment Petition	2
Attempt Strong Armed Robbery		Missing Person	
Burglary	1	Fraud	4
Attempt Burglary		Unattended Death	
Assault	1	Alcohol Violation	
Domestic		False Report	
Drugs		Harassment	
DUI/DWI		Field op (suspicious person)	1
Theft	1	Notification for other agency	
Vandalism	1		
Child Abuse	1	<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	2
Trespass		Recovered Stolen Vehicles	2
Disorderly Conduct		Recovered Stolen Tags	
Failure to Obey Lawful Order		Theft From Vehicles	2
Credit Card Offense	1	Attempt Theft From Vehicles	
Telephone Misuse		Attempt Theft of Vehicle	
Counterfeit Money		Vandalism to Vehicles	1
Threats (A text message, one a phone call)	2	Accidents	10



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



CRIME REPORT

JANUARY 16, 2019

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

01/11 4:52 P.M.	200 block Lakeside Drive. Vandalism. Unknown person(s) broke out the bedroom window of a residence.
01/15 6:00 P.M.	100 block Ridge Road. Fraud. The victim advised that he received a message on his phone alerting him that his iPhone account was invalid. He called the number provided and was told that he needed to pay to have his account reactivated, with payment to be made by purchasing Apple and Google gift cards and providing the caller with the numbers on the cards. The victim did so and later found that he had been defrauded.

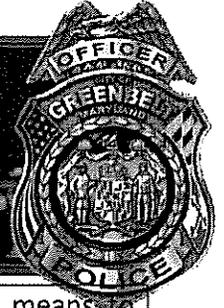
FRANKLIN PARK/BELTWAY PLAZA/GREENBELT STATION/CAPITOL OFFICE PARK/METRO

01/13 2:00 P.M.	6200 block Springhill Drive. Theft. A laptop computer was taken from a residence.
01/15 4:00 P.M.	Area of Edmonston Court and Edmonston Road. Robbery. The victim advised that she got off the Metro bus and observed two subjects standing at the bus stop. As she crossed the street one of the suspects approached her brandishing a handgun and announced a robbery. After obtaining the victim's cell phone both suspects fled the area on foot. The suspects are described as a black male, 25 to 27 years of age, wearing a grey coat and black jeans and a black male wearing all black clothing, no further.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



01/15 9:50 A.M.	5800 block Cherrywood Lane. Burglary. Unknown person(s) used unknown means to enter a residence. Muddy footprints were found in the residence. Nothing appears to have been.
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GREENBELT EAST/GREENWAY SHOPPING CENTER

01/10 9:48 A.M.	7800 block Mandan Road. Robbery. The victim advised that she was in the parking lot getting items out of her vehicle when she was approach from behind by the suspect, who placed what she believed to be a knife to her back and demanded money. After getting money the suspect fled a scene on foot. The suspect is described as a black male wearing a black hooded sweatshirt with an unknown logo on it, no further.
01/14 3:19 A.M.	Area of Hanover Parkway and Mandan Road. Vandalism. Unknown person(s) vandalized the bus stop.

Automotive Crime - City Wide

01/10	Area of Crescent Road and Parkway Road. Theft from auto. A rear tag, Maryland 7CH7182, was taken from a vehicle.
01/11	6100 block Springhill Terrace. Stolen auto. A 2010 Nissan Sentra 4-door. The vehicle was recovered the next day by the Prince George's County Police Department in the 6300 block of Tuckerman Street, Riverdale Park, MD after having been in a hit and run accident then abandoned. No arrests.
01/11	6100 block Greenbelt Road. Theft from vehicle. Unknown person(s) broke out the rear driver's side window and removed a notebook type computer and a backpack.
01/12	6000 block Greenbelt Road. Vandalism to vehicle. Unknown person(s) broke out the front passenger window of a vehicle.
01/15	7800 block Emily's Way. Stolen vehicle. A tan 2005 Porsche Cayenne SUV, Maryland tags 1DG0961.
01/15	6100 block Springhill Terrace. Recovered stolen vehicle. A 2019 Toyota 4Runner SUV, reported stolen to the Alexandria City Police Department. No arrests.



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