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THE CITY OF

**GREENBELT**

MARYLAND

GOVERNMENT

COMMUNITY

BUSINESS

VISITING

I WANT TO...

February 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	01 Free Produce Distribution	02	03
04 An Artful Afternoon, 1-4pm, CC	05 Work Session - City Manager Updates, MB, 8PM	06 Public Safety Advisory Committee, 7pm, CC	07 Work Session - Bureau of Engraving and Printing Proposed Relocation to the BARC Campus, (CC), 8PM	08 Employee Relations Board, 6pm, MB County Budget Listening Session, 7pm, PGCC Active Parenting of Teens	09	10
11	12 Youth Advisory Committee, 5:30, GAFC Regular Meeting, MB, 8PM	13 Community Relations Advisory Board (CRAB) Meeting, 7PM, SHL County Budget Listening Session, 7pm, Laurel	14 Closed Session - Personnel, (MB - Library), 8PM	15 Meet and Greet with City Manager, Nicole Ard	16	17 Meet and Greet with City Manager, Nicole Ard
18	19 No Meeting (Presidents' Day) Presidents Day Volunteer Event	20	21 Park and Recreation Advisory Board, 7:30 CC Work Session - Civic Association, (CC), 8PM	22 Forest Preserve Advisory Board, 7pm, MB	23	24 Donation Drop Off Composting 101
25	26 Regular Meeting/Public Hearing -Annexation South Core Boundary Correction, MB, 8PM	27 Senior Citizens Advisory Committee, 3:30pm, CC Advisory Committee on Education (ACE) 7pm, MB Advisory Committee on Trees, 7pm, FW Green ACES and Green Team, 7:30pm, CC Mid-Session Legislative Dinner, (Annapolis), 6PM	28 Advisory Planning Board, 7:30pm, CC Business Coffee, MB, 7:30 AM Work Session - Rental Apartments (Stakeholder), (CC), 8PM	01	02	03

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City of Greenbelt  
25 Crescent Road  
Greenbelt, MD 20770  
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**March 2018**

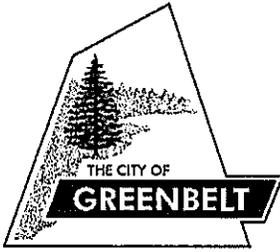
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	01 Free Produce Distribution	02	03 MAGLEV Information Day, 10am-3pm, Greenbriar
04	05 Work Session - NRP Group- Development Proposal - Capital Office Park/ Capital Office Park (stakeholder), MB, 8PM	06 Arts Advisory Board, 7pm, CC Public Safety Advisory Committee, 7pm, CC	07 Work Session - Development Proposal - Old Nursing Home/ Land Use Proposal Property Adjacent to Capital Cadillac (CC), 8PM	08	09	10 Donation Drop Off
11	12 Regular Meeting, MB, 8PM Free Smoking Cessation Program	13	14 Advisory Planning Board, 7:30pm, CC Work Session - Friends of Greenbelt Theatre (CC), 8PM	15 Todd Turner Listening Session, MB	16	17
18	19 Work Session - Sunnyside Bridge Replacement/ Economic Development, MB, 8PM	20	21 Park and Recreation Advisory Board, 7:30 CC Work Session - Recreation and Park Facilities Master Plan, (CC), 8PM	22 Forest Preserve Advisory Board, 7pm, MB	23	24 Donation Drop Off
25	26 Reception for ACE Educators, MB, 7:30 PM Regular Meeting/ACE Educators Awards/Proposed Budget Presentation, MB, 8PM	27 Senior Citizens Advisory Committee, 3:30pm, CC Advisory Committee on Education (ACE) 7pm, MB	28 Work Session -Budget Work Session- Overview, Revenues & General Government/ Other Funds/ Non-Departmental & Fund Transfers , (CC), 8PM	29	30	31

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## City Manager's Report Week Ending February 16, 2018

1. Woodlawn is reviewing the WMATA comments on the trail. A Council work session has been tentatively scheduled for March 2018 to update Council and Greenbelt Station residents. A resolution and agreed upon action plan is anticipated by that time for reporting to the community.
2. Green Ridge House received a 94 out of 100 on this week's REAC inspection. Congratulations to residents and Community Realty staff who work hard to maintain the building and address the regulations and rules that support having a safe, desirable, and welcoming living space for residents. This follows the previous "preparation fact sheet" provided by Community Realty to residents.
3. In follow-up to a Council work session request, Acting Chief Kemp is arranging for the Explorer Post to attend an upcoming Council meeting.
4. In follow-up to a Council work session request, staff is coordinating additional flyer to Franklin Park residents and vehicles parked in the Springhill Lake Recreation Center parking lot after hours. Franklin Park has expressed concern regarding potential Metro parkers in their community. Staff will work on signage in the parking lot. Public Works has expressed concern regarding operational aspects of the suggested lot gate. The signage and enforcement, including ticketing and towing, will be evaluated.
5. Attached please find a copy of the staff memo on the tennis rebound wall petition. As noted, staff is also following up with the petitioner regarding the findings.
6. Attached please find a copy of the staff memo on the fossil fuel equipment petition. As noted, staff followed up with the petitioners regarding the findings.
7. Met with Battalion Chief Michael Lambert of Prince George's County Fire.
8. Staff is working with the City Solicitor on a safe and sick leave policy.
9. Met with staff, City Solicitor Todd Pounds, and Attorney Steve Silvestri regarding various legal and operational matters. This includes a meeting with the Fraternal Order of Police.
10. Held a meet and greet on the Police Chief Search at Springhill Lake Recreation Center. Thank you to Mr. Frank Jones, Mr. Brian Butler, Mr. Herb Allen, and Mr. David Moran for their support.

11. Attended the Community Relations Advisory Board Meeting at Springhill Lake Recreation Center.
12. Attended the Greenbelt Rotary Club Meeting.
13. Scheduled to hold a meet and greet on police chief recruitment on Saturday, February 17th from 10am-12pm at Schrom Hills Park.
14. Assistant City Manager
  - a. Attached is the Legislative Update
  - b. Drafted correspondence regarding State Legislation and other action items from Monday's Agenda.
  - c. Staffed a CRAB meeting.
15. Finance Department
  - a. Treasurer on leave.
16. Information Technology
  - a. Met with Paradyme re: mobile app development.
  - b. Attended COS event for copiers and scanners.
  - c. Resolved long distance calling issue on PD/PW/YC/SHL lines.
  - d. Worked with vendor on a solution for Council voicemail.
17. Prepared for regular meeting on February 12 and work session on February 21.

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

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**MEMORANDUM**

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**TO:** NICOLE ARD, CITY MANAGER  
**FROM:** JOE MCNEAL, ASSISTANT DIRECTOR OF RECREATION OPERATIONS  
**SUBJECT:** KEITH CHERNIKOF PETITION – TENNIS REBOUND WALL  
**DATE:** FEBRUARY 2, 2018  
**CC:** JULIE MCHALE, DIRECTOR OF RECREATION  
JIM STERLING, DIRECTOR OF PUBLIC WORKS

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**BACKGROUND**

A citizen made a request for a re-bound wall to be installed on one of the tennis courts located at Braden Field to allow for individual play/practice of tennis.

**DISCUSSION**

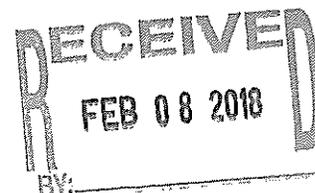
The city currently has a rebound wall located between the Youth Center and the Outdoor Swimming pool. This wall is designed for the type of use requested by the Petitioner however; the space is shared with outdoor basketball users. In discussing the request with Mr. Chernikof, he notes this space does not meet his needs because it does not have a fence, causing the user to “chase” down errant tennis balls and in his experience the court has not always been available due to basketball users.

The proposal to install a wooden rebound wall on one of the tennis courts causes concerns for a number of reasons. Tennis balls being hit against a wall may generate noise that some nearby home owners will find intrusive/offensive. The existing fences around the tennis courts are not strong enough to support a rebound wall as relates to “wind resistance”. A solid rebound wall structure affixed to the fence will in all likelihood cause the fence to fail during times of moderate wind and may represent a hazard to users.

**RECOMMENDATION**

Staff has concerns with installing a rebound wall on the tennis courts due to safety and increased noise. Further, it is suggested that Mr. Chernikof or other users contact the Recreation Department to identify times when they wish to use the existing rebound wall to confirm availability or to request the space be made available for their use as needed.

Were a rebound wall to be installed it should be installed in such a way as to be “independent” of the fence structure to eliminate the potential hazards and be substantial enough to stand up to moderate to high winds. However, this does not address the potential for nearby homeowners who may be impacted by increased noise in the area.





CITY OF GREENBELT  
Department of Public Works  
555 Crescent Road • Greenbelt, Maryland 20770  
301.474.8004

## M E M O R A N D U M

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**Date:** January 25, 2018

**To:** James Sterling, Director of Public Works

**From:** Jason Martin, Environmental Coordinator

**Via:** Brian Kim, Assistant Director of Public Works

**Regarding:** Response to Petition to Reduce the Use of Fossil Fuels for Landscaping

### **Background**

On September 12, 2017, a petition was presented to the Department of Public Works requesting that the use of fossil fuel engines used for landscaping be reduced or stopped. The petitioners also requested that the use of electric-powered and manual powered equipment be investigated. The petitioner's request is in line with the City's current Maryland Smart Energy Community (MSEC) goals. In 2016, the City adopted a third energy policy through the MESC program, the policy called for a 20% reduction in petroleum for on-road gasoline and diesel consumption within 5 years of the baseline. The Public Works Department has been the leader and driver for accomplishing all MSEC goals. The three goals include energy reduction, renewable energy generation and petroleum reduction.

The Department of Public Works currently maintains 506 total acres of parkland of which 244 acres are developed and require active maintenance. These 244 acres are maintained by 15 full time staff, which equates to 16.3 acres per maintenance worker. It is important to note this information comes directly from the Matrix Organization assessment that was done in 2013. Based on industry standards and current staffing it was determined that parkland was being maintained at a "C" level and that staffing was adequate. The first draft of the Matrix Organizational Study used a "B" level of service and concluded Public Works needed 15 additional staff members in order to provide a "B" level of service for the community. The number of staff members and the overall appearance of City property are big factors to consider when making changes in equipment and staffing.

The use of electric-powered landscaping equipment has benefits and limitations. Electric-powered landscaping equipment produce no emissions, create less noise than internal combustion engines, and require less routine maintenance (spark plug replacement, oil and other fluid changes, etc.). The performance of electric-powered landscaping equipment decreases as the

battery loses power. Any resistance to cutting, such as high or wet grass, will decrease the battery power faster. It is necessary to carry multiple batteries to perform a full day's work with electric-powered landscaping equipment.

The use of electric-powered landscaping equipment for grounds maintenance crews is not unheard of, but information on a total conversion from fossil fuel powered to electric-powered equipment is hard to find. Two examples were found. The grounds maintenance crew at Yale University has switched their gas powered hand held tools for battery powered hand held tools. The Yale University ground maintenance crew still uses gas powered mowers and tractors. South Pasadena is maintaining 41 acres of municipal lands with all electric equipment. Neither of these cases combines the acreage and total conversion to electric-powered equipment that would be required of the Department of Public Works to meet the petition's request that the use of fossil fuel powered landscaping equipment be stopped.

A multivariate approach is required to determine the exact number of additional staff members that will be needed with the adoption of electric-powered landscaping equipment. Quantitative variables such as mow times, battery life, and equipment prices are easily calculated, but qualitative variables such as the endurance of electric-powered equipment over time, performance in adverse conditions, and exertion by staff can only be assessed with adequate field testing of electric-powered landscaping equipment. During field testing unknown variables will inevitably become apparent. All of these variables are required to determine the number of additional staffing that is needed to keep the current level of maintenance while using electric-powered landscaping equipment or manual equipment.

For instance, most of the snow clearing on sidewalks is done using tractors. There is no electric-powered tractor with a snow plow attachment, which would require staff to remove all the snow manually. This example would result in a huge number of additional staff. But where the technology exists for a one to one comparison between fossil fuel and electric-powered equipment staffing additions could be negligible. Quantitative variables are calculated and compared between fossil fuel and electric-powered landscaping equipment later in the memo.

### **Analysis of Proposal**

An inventory of fossil fuel using landscaping equipment was taken and electric-powered alternatives were investigated (see attachment "Landscaping Equipment Inventory List"). No electric-powered alternatives were found for the large tractors that can be outfitted with multiple attachments to perform an array of tasks including a 17' wide mower attachment. One electric-powered alternative was found that could perform on par with the diesel powered ride-on mowers currently in use. This electric ride-on mower has similar horsepower to its diesel counterparts but it is limited to only mowing tasks. The diesel ride-on mowers currently in use can be outfitted with a small snow plow making them all season and multipurpose. The electric-powered ride-on mower cannot accommodate snow plow attachments at this time. The use of push mowers is very limited and using any electric-powered alternative would produce negligible

results given their infrequent use. Electric-powered alternatives to backpack blowers were found but cannot perform on par with their gasoline powered counterparts. The maximum airflow from the gasoline powered backpack blowers currently in use is 234mph while the maximum airflow from an electric-powered alternative is 128mph. Electric-powered alternatives to string trimmers, hedge trimmers, pole pruners, and chainsaws were found. The run time and power output for electric-powered alternatives to string trimmers, hedge trimmers, pole pruners, and chainsaws were found to be close to those of fossil fuel using models, but only if the correct electric model was paired with the correct battery.

### Method of Comparison and Calculation

The performance of fossil fuel and electric-powered landscaping equipment was compared by a combination of horse power, run time, and mow time (only with mowers). Horse power and run times for electric-powered equipment was determined using the largest battery accommodated by that piece of equipment. The following equation was used to determine mowing times for ride-on, push, and tractor mowers. The miles per hour (mph) were calculated as a constant for each mower. Ride-on and tractor mowers were calculated at 5 mph, push mowers at 3 mph, and manual push mowers at 1.5 mph.

$$108.9 / (\text{mph} * 0.9 * \text{mower deck width in inches}) = \text{hours to mow one acre}$$

Mower (deck width)	Time to mow 1 acre* (minutes)
Fossil Fuel ZTM (72")	20
Electric-powered ZTM (60")	24
Fossil Fuel push mower (21")	115
Electric-powered push mower (21")	115
Manual push mower (21")	228**
Tractor (17')	7

\* Minimum mow times assumed to be under ideal conditions at constant speeds. Weather, grass height, and terrain can increase mow times.

\*\* Assumed to be under ideal conditions with all grass cut in one pass. Manual push mowers often need to be passed over the same area more than once to cut all grass. Areas mowed with a manual push mower require more cuts per month than fossil fuel or electric-powered mowers (depending on weather).

### Current Equipment Usage

The Department of Public Works has multiple electric powered landscaping tools that have been in use at Roosevelt Center for 6 years. These tools consist of a push mower, leaf blower, string trimmer, and hedge trimmer. An electric powered chainsaw and pole pruner were recently purchased and are currently being field tested by staff. The Department of Public Works also implements sustainable land care practices that encourage the planning and planting of minimal maintenance landscapes. The Department of Public Works will be using GIS technology to become more efficient at meeting the tree maintenance needs of the actively managed 244 acres

of parkland. The current use of electric-powered equipment, low maintenance landscaping, and future use of GIS technology is lowering the Department of Public Works use of fossil fuel powered landscaping equipment.

### **Conclusion and Recommendation**

Further reduction in fossil fuel use can be accomplished by implementing more electric-powered landscaping equipment. The total one for one conversion of currently used fossil fuel equipment (ride-on mowers, push mowers, backpack blowers, string trimmers, hedge trimmers, pole pruners, and chainsaws) that has an electric-powered alternative, whether it performs on par or not, would cost an estimated \$137,687.45. This price includes the cost of the tool plus two of the largest batteries it can accommodate, per tool. This price does not include tractors or battery chargers. There are no electric-powered alternatives for tractors. Field testing of electric-powered alternatives will have to be done to determine the appropriate number of chargers needed to accommodate the type and number of batteries needed to perform daily tasks.

Commercial grade electric-powered landscaping equipment is a new technology that is still being improved. The performance and reliability of such equipment is still being vetted by the small number of commercial landscapers and landscaping equipment dealers that work with this technology. It would be impulsive to convert all the fossil fuel landscaping equipment currently in use to electric-powered alternatives until such equipment can be field tested by staff. Field testing this equipment is the only way to account for qualitative variables, such as exertion by staff, and unknown variables that are needed to determine what changes to staffing are needed. The work load and pace of the grounds maintenance staff at the Department of Public Works is unique and will require equipment that can handle the hours of use to produce the level of service that the citizens of Greenbelt have come to expect. Staff believes we are currently providing services somewhere between the “B” level and “C” level (see attachment “Organizational Assessment”). Based on these industry standards the Department of Public Works is working with a staffing shortage of seven (7) personnel using the current equipment.

It is recommended that funding for the purchase of electric-powered alternatives to fossil fuel using landscaping equipment be for future purchases. These funds should be used to purchase trial equipment that will be field tested by staff. If such equipment is shown to perform adequately then a program of gradual replacement of fossil fuel using equipment by electric-powered equipment will be put in place.

**Attachments:**

The Department of Public Works Landscaping Equipment Inventory List (Excel Spreadsheet)  
Organizational Assessment City of Greenbelt, Maryland Final Report 2013

**(B) The Park Maintenance Operation is Staffed at a Level to Provide a Minimal Level of Preventive and Corrective Services.**

With regard to parks and special use areas, the Public Works Department maintains on behalf of the Recreation and Parks Department approximately 506 total acres of parklands, with approximately 244 of these being developed, maintainable space.

Desired staffing levels can be benchmarked based on the type of park acreage maintained and what service levels are applied to that park acreage. By example, fully developed parks that receive very high service levels will require the greatest staff resources. Conversely, parkland with no facilities can receive minimal services. The broad industry guidelines that the Matrix Consulting Group has evaluated relate the ratio of park maintenance workers to acres under maintenance for various service levels ranging from "A" to "D". The table that follows provides the basic definition for each of these service levels.

<b>Service Level</b>	<b>Service Level Definition and Required Maintenance Staffing</b>
"A"	State-of-the-art maintenance applied to a high quality, diverse landscape. Turf is lush, free from weeds and cut to a precise level. Plants and trees in parks are pruned for safety, tree health and ornamental beauty. Hardscapes are regularly swept and litter is collected 5-7x per week. Requires one park maintenance worker per 4 to 6 developed park acres.
"B"	A reasonably high level of maintenance associated with well-developed park areas with higher visitation rates. Major difference with Service Level "A" is turf is not cut on frequent, regular intervals at precise level and plants and trees in parks are not pruned and trimmed at the same frequency. Litter control is periodic and hardscape maintenance is less frequent. Requires one park maintenance worker per 6 to 10 developed park acres

**CITY OF GREENBELT, MARYLAND**  
**Organizational Assessment Report**

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<b>Service Level</b>	<b>Service Level Definition and Required Maintenance Staffing</b>
"C"	The lowest expected service level for fully developed parks or a moderate level of maintenance associated with park locations of large size, of average development, and/or visitation. Maintenance is accomplished, usually with longer service intervals, to keep the park safe and minimally serviceable to the community. This level requires one park maintenance worker per approximately 12 to 18 park acres.
"D"	A minimal service level to parklands or open space with no facilities with the intent to maintain safe grounds and a "natural" ambience. Generally inspection services and litter control are conducted, but on an infrequent basis. Usually such services are conducted as "fill-in" work by staff but otherwise one park maintenance worker can cover several hundred acres of undeveloped parkland or open space.

As noted above, the parks maintenance function within Public Works maintains about 244 acres of developed parkland. This is accomplished with 15 full time staff. This translates into a ratio of 16.3 developed acres per maintenance worker or a "C" level of service as noted above.

***Recommendation: Maintain current staffing levels in areas supporting park maintenance.***

The Department of Public Works Landscaping Equipment Inventory

Gas Powered (D=diesel) (M=multipurpose) (hp=horse power)

Ride-on mower (D)(M) (hp 29)	Number of Tools	5
Push mower (hp 5.2)		3
Backpack blower (hp 1.9) (234 mph)		10
String trimmer (hp 0.8)		8
Hedge trimmer (hp 0.65)		3
Pole pruner (hp 1.2)		3
Chainsaw (hp 1.2)	Sm = 3; Mtd = 6; Lg = 2	
Edger		2
Hand blower		1
Leaf blower (push behind)		1
Leaf vac (push behind)		1
Leaf vac (tow behind)		2
Rototiller (push behind)		2
Skid loader (D)(M)		1
Tractors (D)*(M)		4
* Tractor attachments	Bat wing mower; Boom mower; Flail mower	

*Electric-powered*

Handheld blower		1
Chainsaw		2
Push mower		1
Hedge trimmer		1
String trimmer		1
Pole pruner		1

*Manual*

Hand pruners		20
Hedge trimmer		3
Leaf rakes		15
Loopers		9
Pole saws		3
Digging knives and trowels		30
Shovels		30
Hard rakes		15
Pitch forks		10

*Electric-powered Alternatives*

Zero-turn mower (Mean Green ZTR CXR) (hp 36)	Price per tool w/o batteries	1 \$22,999.00 (includes batteries)
Push mower (STIHL RMA 510) (hp 1.5)		1 \$550.00 (includes battery/charger)
Backpack blower (STIHL BGA 100) (hp 1.5) (128 mph)		1 \$350.00
String trimmer (STIHL FSA 90R) (hp 1.5)		1 \$300.00
Hedge trimmer (STIHL HAS 66) (hp 1.5)		1 \$220.00
Pole pruner (STIHL HTA 85) (hp 1.5)		1 \$495.00
Chainsaw (STIHL MSA 200 C-BQ) (hp 1.5)		1 \$320.00

*Battery Prices*

STIHL			Charge time
AP100	1	\$100.00	35 min
AP300	1	\$160.00	35 min
AR900 (Backpack Battery)	1	\$850.00	130 min
AR3000 (Backpack Battery)	1	\$900.00	160 min
Charger AL500	1	\$120.00	

*Run Times*

STIHL				
Backpack blower	AP100	AP300	AR900	AR3000
BGA 100 (128 mph)	10 min	34 min	130 min	160 min
String trimmer	AP100	AP300	AR900	AR3000
FSA 90R (15in)	10 min	30 min	120 min	150 min
Hedge Trimmer	AP100	AP300	AR900	AR3000
HSA 66 (20in)	60 min	180 min	660 min	800 min
Pole Pruner	AP100	AP300	AR900	AR3000
HTA 85 (12' 1")	17 min	50 min	180 min	230 min
Chainsaw	AP100	AP300	AR900	AR3000
MSA 200 C-BQ	15 min	45 min	160 min	200 min

*Mow Times (1 Acre)*

Mower	Time (minutes)
Fossil Fuel ZTM	20
Electric-powered ZTM	24
Fossil Fuel push mower	115
Electric-power push mower	115
Manual push mower	228
Fossil Fuel Tractor (17' Bat wing attachment)	7

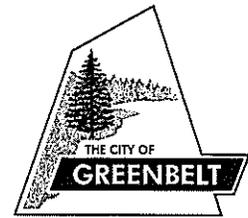
**2018 Legislative Update  
February 16, 2018**

<b>Bill #</b>	<b>Description</b>	<b>Sup/Opp</b>	<b>Status</b>
PG 513 HB 241	Cell Towers on School Property - Notifications	SUP	Hearing held 2/8.
SB 653 HB 1191	Bond Bill – Greenbelt Station Trail	SUP	
SB 732 HB 1453	Renewable Energy and Job Development (50% by 2030)	SUP	SB hearing 3/6 at 1:00. HB hearing 3/5 at 2:00.
HB 878	Public Utilities – Renewable Energy (100% by 2035)	SUP	Hearing 3/5 at 2:00.
HB 637 SB 1004	Asset Transfer Maglev – Hearing & Approval	SUP	HB hearing 2/15 at 1:00. SB hearing 3/6 at 1:00.
HB 638 SB 1005	Asset Transfer Maglev - Agreements	SUP	HB hearing 2/15 at 1:00. SB hearing 3/6 at 1:00.
PG 420 HB 217	Prohibit Disposable Plastic Bags	SUP	
HB 78 SB 222	Foreclosure Registry – Notice to Local Govts.	SUP	House Committee voted favorable. Senate Committee voted favorable.
HB 206 SB 518	Liquor Licenses for Movie Theaters	No Position	HB hearing 2/19 at 1:00. SB hearing 2/23 at 1:00.
HB 423	Vegetation Management – Notice to Municipalities	SUP w/amend	Hearing held 2/1. House Committee voted unfavorable.
SB 158 HB 305	Homestead Tax Credit – Eligibility Awareness	SUP	SB referred to Interim Study. HB hearing held 2/6. House Committee voted favorable.
SB 407 HB 535	Transportation – Complete Streets Program	SUP	SB hearing 3/14 at 1:00. HB hearing 2/22 at 1:00.
HB 400	Mosquito Control – Municipal Notification	SUP	Hearing held 2/7. House Committee voted favorable.

# WEEKLY REPORT

## Planning and Community Development

Week Ending: Friday, February 16, 2018



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

### **CODE ENFORCEMENT**

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*Commercial Properties:* 7483 Greenbelt Road was annually inspected; and 7505 Greenway Center Drive, 7525 Greenway Center Drive and 7619 Greenbelt Road were re-inspected.

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*Apartments:* 8010 Greenbelt Road – Verde 2 apartments were re-inspected.

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*Rental Property:* Twenty-nine rentals were annually inspected; and One rental was re-inspected.

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*Complaints:* Two complaints were logged regarding an unlicensed rental and notarized affidavit for excess loud music and TV; and One prior complaint was re-inspected.

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*Permits:* Two permits were approved and issued.

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*Animal Control:* Two dogs were found running at large and returned to owners; Two dogs were surrendered; One dog was adopted; Removed carcasses of a raccoon and squirrel from the roadway; One cat found in a laundry room was impounded; and One cat and one kitten were adopted.

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*Meetings:* **Staff Attended:**

Department head meeting.

**Staff Met With:**

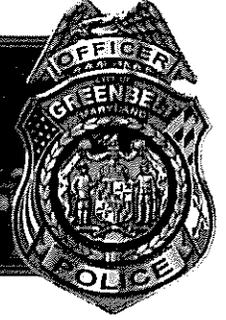
Public Works Director to review various right-of-way permits; and City Manager and CARES Director to discuss organizational issues.

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*Planning Projects:* Reviewed county zoning legislation;  
Submitted Performance Measures for FY 2019 budget;  
Reviewed WSSC construction in the right-of-way permit applications;  
Reviewed Pepco construction in the right-of-way permits;  
Reviewed street permit files for Greenbelt Station South Core;  
Prepared credit card reconciliation report;  
Processed GPI invoices for construction inspection services; and  
Worked on getting Speed Sentry units working.

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# GREENBELT POLICE DEPARTMENT



## CRIME REPORT

FEBRUARY 14, 2018

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

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

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

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

### CENTER CITY

02/08 5:31 P.M.	43 court Ridge Road. Burglary. Unknown person(s) entered the residence by forcing open the front door. Two cameras and three ukuleles were taken.
02/09 5:41 P.M.	100 block Centerway. DWI/DUI arrest. Timothy Alan Corley, 51, of Greenbelt was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges by officers responding to a report of a suspicious occupied vehicle. The suspect was released on citations pending trial.

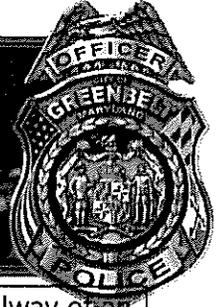
### FRANKLIN PARK/BELTWAY PLAZA/GREENBELT STATION/CAPITOL OFFICE PARK/METRO

02/07 5:00 P.M.	6200 block Breezewood Drive. Theft. Unknown person(s) took a laptop computer from a residence.
02/09 2:30 A.M.	6000 block Greenbelt Road. Theft. A gym bag and a cell phone were taken from an unsecured locker at Planet Fitness.



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# ***GREENBELT POLICE DEPARTMENT***



02/12 11:03 A.M.	6200 block Springhill Drive. Assault. The victim advised that she was in the hallway of an apartment building when she observed two subjects forcing open mailboxes and going through the mail in the lobby area. When one of the suspects saw her about to use her cell phone he pushed up her against the wall and pointed a knife at her. The suspects then fled the scene on foot. The victim was not injured. The suspects are described as a black male approximately 18 years of age, 5'9", 160 pounds, wearing a black hooded sweatshirt and black jeans and a black male approximately 18 years of age, 5'8", 150 pounds, wearing a black hooded sweatshirt, black jeans and a red belt. Both suspects had black back packs.
02/14 8:25 A.M.	8100 block Miner Street. Burglary. Building materials were taken from a home under construction.
02/14 12:59 P.M.	5900 block Cherrywood Lane. Home invasion. The victim advised that she answered a knock at her door and observed three subjects, who asked her for a parcel package that may have been delivered there. When the victim stated that she had no such package, the suspects forced their way into the residence, assaulted her and then fled the area. The victim refused medical treatment for minor injuries. The suspects are described as three black males, no further.

## **GREENBELT EAST/GREENWAY SHOPPING CENTER**

02/08 9:35 A.M.	7300 block Sunrise Court. Burglary. Unknown person(s) entered the residence possibly by way of an unsecured door. Clothing was taken.
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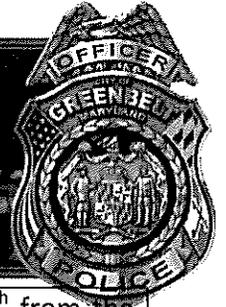
### **Automotive Crime - City Wide**

02/08	9100 block Springhill Lane. Stolen vehicle. A silver 2009 Chevrolet Traverse SUV, Maryland tags 5CD8235.
02/09	7700 block Hanover Parkway. Theft from auto. A wallet and cell phone were taken from an unsecured vehicle. A possible suspect is described as an unknown male wearing yellow and black clothing, no further.
02/10	9100 block Springhill Lane. Vandalism to auto. Unknown person(s) slashed a tire and bent the antennae on a vehicle.
02/12	5900 block Cherrywood Terrace. Theft from auto. A tire and rim were taken from a vehicle.



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# *GREENBELT POLICE DEPARTMENT*

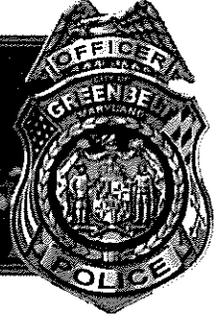


02/12	Recovered stolen auto. A 2009 Lexus 4-door, reported stolen December 20 <sup>th</sup> from the 7400 block of Greenway Center Drive, was recovered this date by the Howard County Police Department in the of 7100 block of Dorsey Run Road, Elkridge MD. No arrests.
02/13	100 block Westway. Theft from auto. Two tires and rims were taken from a vehicle.
02/14	7900 block Mandan Road. Vandalism to auto. Unknown person(s) broke out three windows on a vehicle.
02/14	100 block Westway. Vandalism to auto. Unknown person(s) broke out the driver's side window of a vehicle.
02/14	100 block Westway. Theft from auto. Unknown person(s) broke out the passenger window of a vehicle and removed an airbag.
02/14	7600 block Hanover Parkway. Vandalism to auto. Unknown person(s) slashed two tires on a vehicle.



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# GREENBELT POLICE DEPARTMENT



## CRIME REPORT TALLY SHEET

WEEK OF FEBRUARY 14, 2018

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

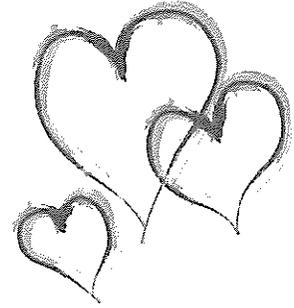
<u>GENERAL CRIMES</u>	1	<u>GENERAL CRIMES (CON'T)</u>	
Home Invasion		Animal Bite	
Rape (Suspect known to victim; occurred 2011)	1	Disruption of School Activities	
Armed Robbery		Transporting a Handgun in a Vehicle	
Attempt Armed Robbery		Reckless Endangerment	
Strong Armed Robbery		Emergency Commitment Petition	3
Attempt Strong Armed Robbery		Notification for other agency	
Burglary	3	Fraud	1
Attempt Burglary		Unattended Death 1 Adult male (Overdose); 7 month old child (poss. medical-related)	2
Assault	2	Alcohol Violation	
Domestic	1	False Report	
Drugs		Harassment	
DUI/DWI	1	Field op (suspicious person)	3
Theft	8	Threats (Phone)	1
Vandalism			
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	1
Trespass		Recovered Stolen Vehicles	1
Disorderly Conduct		Recovered Stolen Tags	1
Failure to Obey Lawful Order		Theft From Vehicles	4
Credit Card Offense		Attempt Theft From Vehicles	
Telephone Misuse		Attempt Theft of Vehicle	
Counterfeit Money		Vandalism to Vehicles	4
Suspicious Person		Accidents	3



*A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY*

# *Department of Public Works*

## *Week Ending February 16, 2018*



### **ADMINISTRATION**

- Worked on finalizing budget tables.
- Met with Franklin Park regarding a water line break.
- Finalized the Replacement Fund budget request.
- Met with WSSC regarding a manhole repair at the lake at Buddy Attick Park.
- Attended the Department Head meeting.
- Met with the Acting Director of Planning regarding permitting at Greenbelt Station.
- Assisted with Reserve Study of the city's infrastructure.
- Facilitated the installation of equipment and radios in new police vehicles.

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

- Repaired potholes on Hanover Parkway, Breezewood Drive, Cherrywood Lane, Ivy Lane and Ridge Road.
- Removed unwanted signs and checked for graffiti throughout the city.
- Repaired the flag pole at the Municipal Building and lowered all flags in honor of the victims of the Florida school shooting.
- Cleaned storm drains throughout the city.
- Took down holiday lights in Roosevelt Center.
- Backfilled along the sidewalk on Springhill Lane with mulch.

### **HORTICULTURE/PARKS**

- Continued with refurbishing picnic tables at Buddy Attick Park.
- Picked up trash around the lake side inlet at Buddy Attick Park.
- Met with representatives of the Anacostia Watershed Society about potential partnerships and projects.
- Attended the City Council meeting as the liaison for the Forest Preserve Advisory Board (FPAB).
- Continued cleaning out landscape beds.

### **BUILDING MAINTENANCE**

- Worked with the contractor with repairing boiler room piping at the theater.
- Worked with the contractor with repairing the ladies locker room heater at the Aquatic & Fitness Center.
- Worked with the contractor repairing a leaky roof at Public Works.
- Installed electrical outlets at the New Deale Cafe.

## **REFUSE/RECYCLING/SUSTAINABILITY**

- Collected 27.03 tons of refuse and 12.65 tons of recyclable material.
- Composed the Green ACES agenda and sent it to the group and Beverly Palau for publication.
- Publicized the Compost 101 workshop being held on February 24; sent info to Beverly.
- Attended COG's BEEAC meeting via webinar.
- Attended the EPA Sustainable Materials Management Webinar.
- Met with GIS volunteers to check on their progress, answer questions and get some new projects started.

## **FLEET MAINTENANCE**

- Completed preventative maintenance service, replaced the front brake pads and rotors on Police vehicle #857. Also, performed a fuel injection service and inspected the spark plugs.
- Replaced the front brake pads and rotors, repaired a "check engine" light issue and repaired the lights on Police vehicle #824; also completed performed preventative maintenance service.
- Completed preventative maintenance service on Police vehicle #829. Also, replaced the rear brake pads and rotors and the left rear tire pressure monitor sensor.
- Removed lights and radios from Police vehicles #813, #815 and #849 because they are out of service.
- Replaced the battery, repaired the cables and replaced the left rear tire on Police vehicle #893. Also, completed preventative maintenance service.

# **Greenbelt Recreation Department**

## **Weekly Report**

### **Week Ending February 16, 2018**

#### **ADMINISTRATION:**

- We are pleased to welcome Ms. LaToya Fisher to the Greenbelt Recreation Department. LaToya is the new Community Center Coordinator. Please stop by the facility and welcome her to Greenbelt.
- Budget preparation continued.
- Attended department head meeting.
- Met with LMD and several city staff to review banners endorsing our new look for GREENBELT RECREATION. Staff is also working as a group to change all (online and hard copy) forms and fliers, and is creating other information/promotional items prior to our big launch in March.
- Materials were prepared and mailed to PRAB members for the February 21 meeting.
- Met with Aquatic & Fitness Center to review various items related to facility operations and programs.
- Worked with the D.C Road Runners on coordinating logistics for the 57th Annual George Washington Day marathon held in Greenbelt.
- Staff is working on measures to address parking issues at the Springhill Lake Recreation Center.
- Staff is finalizing policy statement on newly implemented "Sick and Safe" leave for non-classified staff.

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

- Spring 2018 Activity Guide is available on-line and printed guides are available in city buildings. Registration for residents begins on Monday, February 26; non-resident registration begins on Monday, March 5.
- Camp registration continued for residents and began on February 15 for non-residents.
- Attended Youth Advisory Committee meeting.
- Attended Labor Day Festival Committee meeting.
- Attended a Bike Symposium in Annapolis which focused on upcoming legislation related to cycling in Maryland.
- Hosted and attended Maryland Department of Health Office of Youth Camps training program for municipal and county recreation agency camp programs.
- Planning and preparation for Annual Egg Hunt at Buddy Attick Park with the additional component of our new logo launch event continued.
- Mom's Morning Out students celebrated Valentine's Day.
- Springhill Lake Recreation Center hosted a Meet & Greet with the City Manager on Thursday.

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

- GMST met on Tuesday, Thursday and Sunday for practice.
- City offices will be closed on Monday, February 19. GAFC will be operating under normal business hours. However, there will be no lessons or classes scheduled in observation of the Presidents' Day Holiday.
- Special Olympics Club will be meeting from 6 pm to 8 pm, on Friday, February 23.
- Russett Swim Club will be meeting from 2 pm to 3 pm on Sunday, February 25.
- GAFC will close at 8 pm on Sunday, February 18 for In Service Staff Training.
- GAFC Swim Instructor(s) provided 7 private swim lessons and Personal Training sessions (Friday-Thursday).
- A household credit was processed on Wednesday for the first session of winter 2018 cancelled Water Aerobics Classes.
- Winter 2018 Children's Swim Lessons conclude on Saturday, February 24 and Homeschool lessons on Friday, February 23.

- The HVAC unit in the Women's Locker Room was turned off on Tuesday, February 2 due to no air movement and pumping in heat. The circuit board has been replaced and is up and running as of Thursday, February 15.

### **COMMUNITY CENTER:**

- Winter Youth Musical "Time Will Tell" tickets are now on sale! \$5 per ticket. Buy early as a sellout is expected. Shows: Saturday, 03/03 at 7pm, Sunday, 03/04 at 3pm, Saturday, 03/10 at 2pm and 7pm.
- There is currently one Center Leader shift open on the permanent schedule. Recruitment continues.
- Supervisor attended a Local Host Committee meeting for the National Recreation and Parks Association Baltimore 2019 Conference.
- Supervisor continues to field inquiries in regard to food operation rentals for the Commercial Kitchen. There have been 279 inquiries since April 2015. There are currently five food operations who received all permits and may rent the Kitchen.
- The facility hosted a State of Maryland Self-Regulated Camps training.
- There were 5 facility reservations processed.
- There were 1 private rental and 20 pattern rentals.
- The following free space groups received space: Golden Age Club, Greenbelt Concert Band, Girl Scout Troop #27, Girl Scout Troop #2799, Friends of the Greenbelt Museum, Greenbrook Village HOA, Charlestowne Village, Pointe @ Greenbelt HOA, Greenwood Village HOA
- The following City groups received space: City Council, Be Happy Be Healthy Yoga & Volleyball, CARES, GAIL

### **ARTS:**

- Preparations are underway for a ceramic mosaic workshop with guest artist Diane Elliott on March 3 and a Community Art Drop-In on Sunday, March 4.
- Assisting the Planning Department with the preparation of a grant application to the Maryland Historic Trust for funding to support the cleaning and restoration of the Mother and Child statue and Community Center bas reliefs.
- Currently on view at the Greenbelt Community Center Art Gallery: Worlds of Wonder II, featuring costumes, props, sets and photography from ten youth theater and dance productions mounted over the past two years (through March 23). Preparations are underway for the next exhibition, which will feature dense and meticulous collages by Anna Fine Foer on scientific and metaphysical themes.
- Ongoing activities include: winter session quarterly classes; booking of spring elementary school arts field trips; budget preparation; production work for the Greenbelt Youth Musical; program marketing; and processing of Art and Craft Fair applications.

### **THERAPEUTIC RECREATION:**

- Continued to review and prepare information related to budget.
- Completed final edits to spring brochure before dropping it off at printer.
- Winter/Spring session of SAGE classes started this week- met with instructor, provided updated rosters and attendance sheets.
- Assisted new Center Coordinator with part-time timesheets and facility information.