

THE CITY OF

# GREENBELT

MARYLAND

GOVERNMENT

COMMUNITY

BUSINESS

VISITING

I WANT TO...

## February 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	01 Advisory Planning Board, 7:30pm, CC No Meeting	02 Community Relations Advisory Board, 7:30pm, MB Produce Distribution, 2:30pm, SHL Elem Free Produce Distribution	03	04 Water Quality/Rain Barrel Workshop, 2:00pm, CC
05 An Artful Afternoon	06 Special Meeting, 7PM, MB Executive Session (Personnel/Transition & Potential Litigation), 7:15 PM, MB Work Session - City Manager Update, MB, 8PM	07 Advisory Committee on Trees, 7pm, PW Arts Advisory Board, 7pm, CC Public Safety Advisory Committee, 7pm, CC County Government Budget Listening Session, 7pm, Laurel HS	08 Advisory Planning Board, 7:30pm, CC Zero Waste Circle, 7:30pm, PW Work Session - Friends of Greenbelt Theatre, (CC), 8PM, PG County School Boundaries Public Hearing, 6:30pm, Bladensburg Caregiver Support Group	09 Active Parenting of Teens PG County School Boundaries Public Hearing, 6:30pm, Upper Marlboro	10	11
12	13 Youth Advisory Committee, 5:30pm, GAFC Regular Meeting, MB, 8PM GSA/FBI Transportation Update Meeting for Greenbelt Site, 6pm, Greenbelt Library	14	15 Park & Recreation Advisory Board, 7:30pm, CC Interviews for Advisory Groups (CC) 7:20PM Work Session - Financial Interests Reports/Petitions & Requests, CC, 8:00 PM	16	17 Red Cross Blood Drive	18
19	20 No Meeting (Presidents Day Holiday)	21 Board of Elections, 4pm, MB Todd M. Turner Listening Session	22 Work Session - Advisory Group Chairs, (CC), 8PM	23 Forest Preserve Advisory Board, 7pm, MB Legislative Dinner (Annapolis) 6 PM	24	25
26	27 Regular Meeting, MB, 8PM	28 Senior Citizens Advisory Committee, 3:30pm, CC Advisory Committee on Education, 7pm, MB Green ACES/Green Team, 7:30 pm, CC Todd M. Turner Listening Session	01	02	03	04



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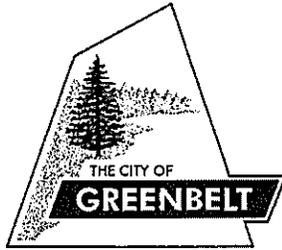
VISITING

I WANT TO...

March 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	01 Work Session - TBD (CC) 8 PM	02 Free Produce Distribution	03	04
05	06 Work Session - Dog Park, MB, 8:00 PM,	07 Arts Advisory Board, 7pm, CC Todd M. Turner Listening Session	08 Advisory Planning Board, 7:30pm, CC Work Session - NASA/GSFC, (CC), 7:30 PM, Caregiver Support Group	09 Active Parenting of Teens	10	11 NLC Congressional City Conference Work Session - Council Goals (tentative), MB, 9:30am
12 NLC Congressional City Conference	13 NLC Congressional City Conference Regular Meeting MB, 8:00PM	14 NLC Congressional City Conference	15 NLC Congressional City Conference No Meeting	16 Work Session - Beltway Plaza, MB, 7:30 PM	17	18
19	20 Work Session -TBD, MB, 8PM,	21	22 Work Session -TBD, (CC), 8PM,	23 Forest Preserve Advisory Board, 7pm, MB	24	25
26	27 Regular Meeting / Budget Presentation MB, 8PM	28 Senior Citizens Advisory Committee, 3:30pm, CC Advisory Committee on Education, 7pm, MB Green ACES/Green Team, 7:30 pm, CC	29 Work Session -PGEDC, (CC), 8PM,	30	31	01





## City Manager's Report Week Ending February 10, 2017

1. Met with Mayor Jordan, County Council Member Todd Turner and Tomeka Bumbry regarding the City's appeal of the County tax differential decision.
2. Submitted a letter to Ms. Terri Bacote-Carter, Director of the Office of Management and Budget, requesting a hearing panel on the tax differential appeal.
3. Submitted a letter to the state requesting modification of the Greenbelt Lake Dam agreement.
4. Signed the multi-governmental agreement for legal support on the small cell tower collaborative, as Council was previously briefed on by Mayor Pro Tem Davis and Beverly Palau.
5. Attended the Prince George's County Municipal Association's February event honoring County Council to meet area leaders and learn about issues impacting local municipalities.
6. Participated in a Recreation Department staff meeting, meeting department employees from throughout the organization, learning about each employee's experiences in Greenbelt, and the many services provided throughout the community.
7. Met with Pepco and Greenbelt Theatre regarding the theatre billing issue; please note that the facility walk-about with Jim Sterling and a Pepco engineering representative will be scheduled.
8. Met with Julie McHale, as well as Joe McNeal and Greg Varda, regarding the departmental budget and operations.
9. Met with Joe McNeal regarding the Parks and Recreation Master Plan, which will include significant opportunities for public participation during the planning process.
10. Met with Acting Chief Kemp regarding recent incidents.
11. Participated in a police ride along with Sgt. Lauer and Officer Parsley, including a briefing with Acting Chief Kemp and the opportunity to meet several officers.
12. Assistant City Manager
  - a. Attached is the Legislative Update
  - b. Researched State Legislation
  - c. Coordinated logistics for the City's Mid-Term Legislative Dinner

13. Finance Department

- a. Met with City Council to brief them on FY17 revenues and expenditures as well as FY18 Proposed Budget update.
- b. Met with FOP to discuss contract negotiations.
- c. GREAT NEWS! We finally reached over 200 employees receiving electronic vouchers. These are paycheck vouchers being emailed to employees; making this task PAPER LESS!

14. Information Technology

- a. Continued work on NeoGov setup for HR
- b. Demo of Cylance anti-virus software
- c. Demo of Everbridge product for Police
- d. Work on Center camera video retrieval

15. Prepared for regular meeting on February 13 and work sessions on February 6, 8 and 15.

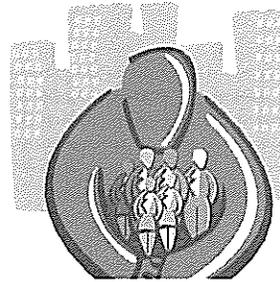
cc: Department Heads  
David Moran, Assistant City Manager  
Cindy Murray, City Clerk  
Mary Johnson, Human Resources Officer  
John Shay, City Solicitor

**2017 Legislative Update**  
**February 10, 2017**

<b>Bill #</b>	<b>Description</b>	<b>Sup/Opp</b>	<b>Status</b>
PG 422	Authority for Prince George's to Prohibit Disposable Bags	SUP	

## CITY NOTES

### Greenbelt CARES



### Week Ending February 8

Teresa Smithson represented Greenbelt CARES at the 12th Annual Clinical Placement Fair for Loyola's graduate program in pastoral counseling. Five students have scheduled interviews for internship at CARES for the 2017-18 academic year.

GAIL welcomed a new Public Health Intern, Katherine Farzin, who is a University of Maryland student in the School of Public Health. She is expecting to graduate in May with her Bachelor's degree in Community Health. She is interested in pursuing a career in minority and global health, focusing on equal health access and health education.

During the month of January, 14 families on average were seen for counseling at CARES. Seventy-two individuals on average came on a weekly basis among whom twenty-three were 18 years of age and younger. The CICs (Crisis Intervention Counselors) saw eight clients.

# WEEKLY REPORT

Planning and Community Development

Week Ending: Friday, February 10, 2017



*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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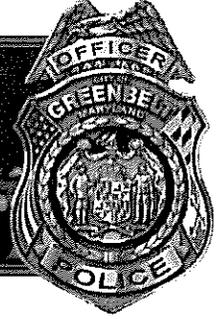
<i>Commercial Properties:</i>	<i>Hanover Office Park and the American Legion were annually inspected; and Greenway Center Drive, Morning-Calm (old Mack-Cali) and Roosevelt Center were re-inspected.</i>
<i>Apartments:</i>	<i>Green Ridge House was re-inspected.</i>
<i>Rental Property:</i>	<i>Six rentals were annually inspected; and Five rentals were re-inspected.</i>
<i>Complaints:</i>	<i>One complaint was logged from a Greenbelt resident regarding accumulated refuse at 7500 Hanover Parkway Medical Center at the back parking lot; and One prior complaint was re-inspected.</i>
<i>Permits:</i>	<i>Two permits were approved and issued.</i>
<i>Animal Control:</i>	<i>One dog transported to the vet for its elderly owner; One cat was removed from a window well; One stray cat found; One cat surrendered by owner; and One cat adopted.</i>
<i>Meetings:</i>	<b>Staff Attended:</b> <i>Meeting regarding CART; Meeting with County DPW&amp;T staff to discuss bus route planning in preparation for WMATA'S Safe Track surge on the green line; and Advisory Planning Board meeting.</i> <b>Staff Met With:</b> <i>Renard Development and SHA consultants to discuss the North Core Infrastructure Detailed Site Plan (DSP); and Jim Sterling, Brian Kim and CPJ to discuss the Greenbelt Lake Dam Phase I repair project.</i>

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*Planning Projects:* Reviewed County zoning legislation;  
Worked on GIS mapping;  
Reviewed permits for WSSC sewer rehabilitation project;  
Worked on budget materials for the FY 2018 budget;  
Worked on final reimbursement for the Greenbelt Aquatic and Fitness Center roof project;  
Prepared agenda comments for the Lakeside North Development petition;  
Completed employee evaluation;  
Continued development review and coordination for the North Core Development Site;  
Greenbelt Lake Dam project management; and  
Admin work for permits and budget information.

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# GREENBELT POLICE DEPARTMENT



## CRIME REPORT

FEBRUARY 9, 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](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.**

In reference to two commercial armed robberies, one December 27<sup>th</sup> of the Demmy's Pharmacy in the 5500 block of Cherrywood Lane and the January 3<sup>rd</sup> robbery of the Hanover Park Pharmacy in the 7200 block of Hanover Parkway; the following subject has been arrested and charged with Armed Robbery, Robbery, First Degree Assault, Second Degree Assault, Theft, Handgun on Person and Use of a Handgun during the Commission of a Felony: Genaro Sabino Solis, 29, of College Park, MD. The suspect was transported to the Department of Corrections for a hearing before a District Court Commissioner.

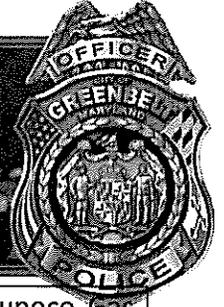
### CENTER CITY

02/03 10:29 P.M.	Area of Kenilworth Avenue and Crescent Road. DWI/DUI arrest. Mickias Getachew, 29, of Silver Spring, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of being stopped for a traffic violation. The suspect was released on citations pending trial.
02/06 12:48 P.M.	Area of Southway and Ridge Road. Vandalism. Several stop signs were spray painted with graffiti.



**A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY**

# GREENBELT POLICE DEPARTMENT



02/07 3:29 A.M.	100 block Centerway. Attempt burglary. Suspects attempted to enter the Sunoco Gas station by using a chain attached to a possible Ford Econoline passenger van in an attempt to force the door open, damaging the door in the process. Entry was not gained. The suspects are described as three males, wearing jackets and masks.
02/09 3:30 A.M.	100 block Centerway. Attempt burglary. Suspects attempted to enter the Sunoco Gas station by using a chain attached to a possible Ford Econoline passenger van in an attempt to force the door open, damaging the door in the process. Entry was not gained. The suspects are described as three males, wearing jackets and masks.
02/09 3:59 A.M.	100 block Centerway. Burglary. Officers responded to a report of a burglary in progress at the Centerway Mini Mart. Cameras revealed that a vehicle described as a white Ford Econoline van backed into the store, breaching the store. Three suspects then exited the vehicle, entered the store and removed automatic teller machine. The ATM was loaded onto the van and the suspects fled the scene. The suspects are described as three males, no further.

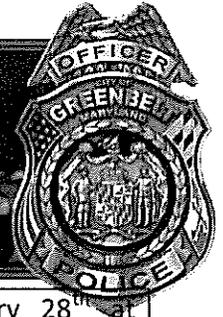
## **FRANKLIN PARK/BELTWAY PLAZA/GREENBELT METRO/CAPITOL OFFICE PARK**

02/02 9:10 A.M.	6100 block Breezewood Drive. Vandalism. Unknown person(s) used unknown means to break out the sliding glass door of a residence.
02/03 4:05 A.M.	6100 block Springhill Terrace. Attempt homicide. The victim advised that he was sleeping when three suspects forced entry into his home by forcing the front door open. The victim stated that he charged towards the suspects, who then ran from the residence. The victim continued to chase the suspects on foot, at which time one of the suspects produced a handgun and fired several shots at the victim. The victim was not injured and stopped his pursuit. The suspects are described as a black male, 5'6", to 5'7", with a medium build, wearing dark clothing; a black male 5'6" to 5'8", with a heavy build, wearing a grey winter jacket with green stripes and a black male 5'8" to 5'9", with a medium build, no further.



***A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY***

# GREENBELT POLICE DEPARTMENT

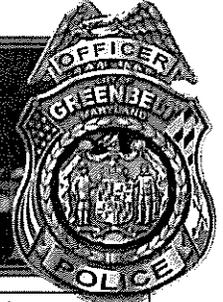


02/03 8:57 A.M.	6200 block Greenbelt Road. Fraud. The victim advised that on January 28 <sup>th</sup> at approximately 7:30 P.M. she was attempting to make a transaction at the ATM at Capitol One bank when she was approached by the suspect, who asked the victim to deposit his check into her account, withdraw money and give it to the suspect. The victim agreed, giving the suspect money. The victim then drove the suspect to the Giant, where the victim withdrew additional money for the suspect to match the amount of the check deposited. The check was later found to be fraudulent. The suspect is described as a black male, 25 to 35 years of age, 5'7" to 5'9", 165 to 185 pounds, with a medium complexion and close cropped black hair, wearing a red jacket over a black jacket and blue jeans.
02/03 12:14 A.M.	Area of Kenilworth Avenue and Greenbelt Road. DWI/DUI arrest. Carlton Leon James, 39, of Laurel, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of being stopped for a traffic violation. The suspect was released on citations pending trial.
02/04 5:45 P.M.	6000 block Greenbelt Road. Attempt strong arm robbery. The victim advised that he was walking out of the rear entrance of the Beltway Plaza Mall when he was approached by the two suspects, who attempted to take the pizza he was carrying. The victim refused to let go of the pizza, at which time the suspects followed him onto a Metro bus and continued to harass him, until they were kicked off the bus for not paying the fare. The suspects are described as a black male, 20 to 22 years of age, 5'4", with a thin build and hair in braids, wearing a black coat and black pants and a black male, 20 to 22 years of age, 5'7", bald, with a thin build, wearing a grey coat and white pants.
02/05 12:15 A.M.	6400 block Ivy Lane. Trespass arrest. Julius Shawn-Ron Bradley, 23, of Fort Washington, MD was arrested and charged with Trespass after he came onto the grounds of the Marriott Hotel after being banned by agents of the property. The suspect was released on citation pending trial.
02/05 9:05 A.M.	6100 block Breezewood Court. Trespass arrest. Morris Babyboy Kamara, 29, of Lanham, MD was arrested and charged with Trespass after he was found on the grounds of Franklin Park Apartments after having been banned from the complex by agents of the property. The suspect was released on citation pending trial.



**A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY**

# GREENBELT POLICE DEPARTMENT



02/08 12:15 P.M.	9100 block Springhill Lane. Attempt burglary. The victim advised that she heard someone attempt to turn the door knob of her front door. She opened the door and observed the suspect standing outside her door, then flee the area on foot. The suspect is described as a black male, 6', with a thin build, wearing a purple shirt with yellow writing on the back, baggy blue jeans and black shoes.
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02/09 3:09 A.M.	6100 block Breezewood Court. Sex offense. The victim advised that she was asleep in her bedroom when she felt someone groping her. She then observed the suspect in her room. The suspect fled the residence, but returned a short time later in an apparent attempt to apologize to the victim, at which time the victim realized that she recognized the suspect as a nearby neighbor. The victim's husband then came home and the suspect again fled the scene. Entry appeared to be gained by climbing the balcony and forcing open the sliding glass door. On February 10 <sup>th</sup> , the following suspect, Elvin Geovany Espinoza-Alcerro, 19, of Greenbelt, was arrested and charged with Third Degree Burglary, Fourth Degree Burglary, Fourth Degree Sex Offense and Second Degree Assault. The suspect was transported to the Department of Corrections for a hearing before a District Court Commissioner.
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## **GREENBELT EAST/GREENWAY SHOPPING CENTER**

02/02 5:12 P.M.	6900 block Hanover Parkway. Attempt burglary. Unknown person(s) attempted to enter the residence by taking off a window screen and prying on the window. Entry was not gained.
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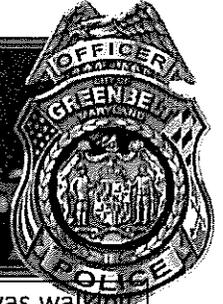
02/05 12:59 A.M.	7500 block Greenbelt Road. DWI/DUI arrest, Genay Loren March, 25, of Bowie, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of being stopped for a traffic violation. The suspect was released on citations pending trial.
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02/08 8:25 P.M.	Area of Greenbelt Road and Hanover Parkway. The victim advised that she was involved in a motor vehicle dispute with the suspect in the area of Hanover Parkway and Ora Glen Drive. The suspect followed the victim to the area Greenbelt Road and Hanover Parkway, where the suspect ran her vehicle, described as a blue Dodge Charger, into the rear of the victim's vehicle multiple times. The suspect then fled the scene. The victim was not injured. A suspect had been developed and the investigation is ongoing.
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***A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY***

# GREENBELT POLICE DEPARTMENT



02/05	7600 block Mandan Terrace. Strong arm robbery. The victim advised that he was walking down the street when he was struck from behind by an unknown suspect. The victim dropped the money he was counting and it is believed that it was taken by the unknown suspect. The victim was treated on the scene for minor injuries.
3:05 P.M.	

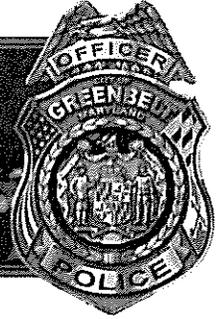
## Automotive Crime - City Wide

02/01	6200 block Breezewood Court. Theft from auto. A Maryland temporary tag, T087850, was taken from a vehicle.
02/02	7800 block Mandan Road. Theft from auto. A rear tag, Maryland 05767CC, was taken from a vehicle.
02/03	5900 block Cherrywood lane. Theft from vehicle. A salt spreader was taken from the back of a truck.
02/03	7600 block Mandan Road. Theft from auto. Unknown person(s) broke out the passenger side vent window of a vehicle and removed the driver's airbag and a laptop computer.
02/03	7600 block Mandan Road. Theft from auto. Unknown person(s) broke out the passenger side vent window of a vehicle and removed the driver's airbag.
02/03	6500 block Lake Park Drive. Theft from auto. Unknown person(s) broke out the driver's window of a vehicle and removed the driver's airbag.
02/03	6100 block Breezewood Drive. Theft from auto. Unknown person(s) broke out the driver's window of a vehicle and removed cash from the glove compartment.
02/03	9000 block Breezewood Terrace. Theft from auto. Unknown person(s) broke out the passenger side window of a vehicle and removed the driver's airbag.
02/03	Area of Ora Glen Court and Ora Glen Drive. Theft from auto. Unknown person(s) broke out the passenger side window of a vehicle and removed the driver's airbag.
02/03	7800 block Emily's Way. Theft from vehicle. Unknown person(s) broke out the driver's window of a vehicle and removed the driver's airbag.
02/03	6500 block Lake Park Drive. Theft from auto. Unknown person(s) removed the driver's airbag from a vehicle.
02/05	Area of Mandan Road and Hanover Parkway. Theft from auto. Unknown person(s) broke out the front passenger side window of a vehicle and removed a wallet.
02/05	Recovered stolen auto. A 202 Nissan Altima 4-door, reported stolen January 28 <sup>th</sup> from the 100 block of Westway, was recovered this date by the Richmond County Sheriff's Department in Augusta, GA in the 2900 block of Fernwood Drive. No arrests.
02/07	7900 block Mandan Road. Theft from auto. Unknown person(s) removed the tires and rims off of two vehicles. A witness observed two unknown subjects leaving the area in the vehicle described as a blue 2-door pickup truck, no further.



**A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY**

# GREENBELT POLICE DEPARTMENT



## CRIME REPORT TALLY SHEET

WEEK OF FEBRUARY 9, 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.

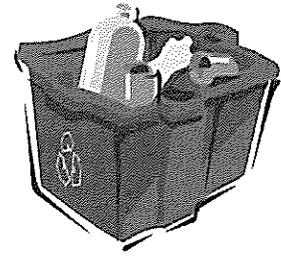
<u>GENERAL CRIMES</u>		<u>GENERAL CRIMES (CON'T)</u>	
Attempt Homicide	1	Animal Bite	
Sex Offense	1	Disruption of School Activities	
Armed Robbery		Transporting a Handgun in a Vehicle	
Attempt Armed Robbery		Reckless Endangerment	
Strong Armed Robbery	1	Emergency Commitment Petition	1
Attempt Strong Armed Robbery	1	Injured Person (3 yr. old fell at City park 100 block of Ridge Rd. No signs of injury. Was transported to Children's for a check up	1
Burglary	1	Fraud	1
Attempt Burglary	2	Unattended Death (medical issues)	1
Assault	1	Alcohol Violation	
Domestic	1	False Report	
Drugs		Harassment	
DUI/DWI	3	Field op (suspicious person)	7
Theft	1	Notification for other agency	
Vandalism	2		
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	
Trespass	1	Recovered Stolen Vehicles	1
Disorderly Conduct		Recovered Stolen Tags	
Failure to Obey Lawful Order		Theft From Vehicles	13
Credit Card Offense		Attempt Theft From Vehicles	
Telephone Misuse		Attempt Theft of Vehicle	
Counterfeit Money		Vandalism to Vehicles	
Suspicious Person		Accidents	6



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

# *Department of Public Works*

## *Week Ending February 10, 2016*



### **ADMINISTRATION**

- Jim Sterling and Brian Kim met with WSSC and the engineer regarding the Greenbelt Dam Project.
- Inspected the stream restoration project on Hanover Parkway near the dog park.
- Held an initial kick-off meeting with the Davey Resource Group regarding the Tree Master Plan.
- Jim Sterling, Richard Fink and Mary Johnson held an interview for a mechanic's position.
- Attended the Department Head's meeting.
- Jim Sterling, Brian Kim and Luisa Robles met about closing out the current MEA grant and applying for a solar grant.
- Sent six (6) decommissioned Public Works vehicles to Colonial Auto Auctions.
- Conducted a Storm Water Pollution Prevention Plan inspection of the Public Works facility with a Prince George's County representative.
- Jim Sterling and Nicole Ard met with Pepco representatives and the theater operator regarding electricity rates and bills.
- Jim Sterling, Brian Kim, Terri Hruby, Celia Craze and Mike McLaughlin toured the Greenbelt Armory with the Director of Installations for the State of Maryland Military Department.

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

- Took down unwanted signs and checked for graffiti.
- Pushed debris at the Northway Fields compost site.
- Installed seven (7) stop signs on Southway, Ridge Road and Crescent Road.
- Removed graffiti on many of the newly installed stop signs around the city.
- Continued crack sealing on Ridge Road going towards Southway.
- Cleaned storm drains throughout the city.
- Washed five trucks.

### **HORTICULTURE/PARKS**

- Continued clearing the storm drain creek area around Braden Field.
- Cleared brush and overgrowth around Northway Fields.
- Distributed top dressing on turf areas to improve soil structure on Crescent Road.
- Removed stumps with the stump grinder throughout the city.
- Removed vegetation from the fence lines on Braden Field.
- Made repairs to the roofs and structures for three city-owned bus shelters in Greenbelt East.
- Performed renovations at the Theater.

## **FACILITIES MAINTENANCE**

- Supervised and inspected the HVAC project at the Community Center.
- Addressed punch list items for the floor project at the Community Center.
- Continued installing new LED lighting fixtures in the Community Center.
- Supervised and inspected the museum restoration project.
- Painted the Public Works conference room.

## **REFUSE/RECYCLING/SUSTAINABILITY**

- Collected 27.39 tons of refuse and 12.61 tons of recyclable material.
- Finished the greenhouse gas emissions inventory by entering the electricity, gas and fuel consumption by the city.
- Attended the Quarterly SWPPP Inspection.
- Advertised discounted rain barrels for sale through the *News Review*.
- Attended ACT meeting.
- Attended Zero Waste Circle meeting as staff liaison.
- Organized a high school volunteer for invasive removal.
- Completed the GIS app for rain garden inspections.

## **FLEET MAINTENANCE**

- Repaired hydraulic leaks and damaged wires on a refuse truck.
- Diagnosed the Connection bus and discovered the rear axle seals are leaking and that the steering column will need to be replaced.
- Patched a tire on a pick-up truck.
- Took a pick-up to the dealer for warranty repairs.
- Diagnosed issues on a dump truck and made brake repairs.

# **Greenbelt Recreation Department**

## **Weekly Report**

Week Ending February 10, 2017

### **ADMINISTRATION:**

- The Management Team met with the City Manager on Monday to discuss some of the long-term issues that will be coming up during the FY18 budget process. Updates included recommendations from the Marketing and Communication Audit, continued funding for aging Recreation infrastructure and the overall impact of the minimum wage increase.
- On Wednesday, Ms. Ard attended the department's bi-annual all-staff workshop. This was an opportunity for staff to meet with Nicole over a casual lunch setting and for her to meet the talented and dedicated Recreation staff. The meeting went very well; all but two staff were in attendance.
- PRAB's February meeting notice and agenda were advertised in the *News Review*. It is possible that three new potential members will be in attendance at the February meeting.
- The first draft of the FY18 budget narrative and budget numbers have been submitted to Administration for review. Recreation will be looking to set up meetings in the next few weeks with the City Manager and Treasurer for further discussion.
- Assisted the Boys and Girls Club in getting a facility use permit for the Greenbelt Middle School gym so they can play Saturday basketball games at the middle school. The first games at the middle school are scheduled for February 11.
- Met with the City Manager to review recommendation and background materials for selection of consultant to prepare a city wide recreation and park facilities master plan.
- Met with Aquatic & Fitness Center staff to review various items including part-time staff salaries related to increase in the minimum wage.
- Reviewed Recognition Group project and operating grant applications for FY18. Staff will be working with applicant groups to enable editing of the applications as needed prior to their being forwarded to the Grant Review Panel.

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

- Camp registration continued for Greenbelt residents. February 15 is opening day for non-resident registration. The Camp Guide is available on-line and printed copies are available at the Youth Center, Community Center and Aquatic & Fitness Center.
- Our School's Out Day on Friday, February 10 was filled to capacity. Participants traveled to Sky Zone Indoor Trampoline Park in Columbia for a fun and active day.
- Met with Springhill Lake Elementary School teachers and volunteers to collaborate on youth programming in the Franklin Park community.
- Moms' Morning Out students celebrated Valentine's Day with a party, crafts, and story time embracing the valentine theme.
- Attended Eleanor Roosevelt High School Graduation Night meeting.

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

- The hot tub closed for regular bi-weekly cleaning on Wednesday.
- February 2017 GAFC Newsletter email blast sent to patrons on Tuesday.
- EZ Rehab Solutions Therapy met on Tuesday and Thursday.
- Russet Swim Club met on Sunday, February 5.
- GMST met on Sunday, Tuesday and Thursday.
- Swim Instructor(s) provided a total of 13 Private Swim Lessons and 4 Personal Training Sessions (Friday-Thursday).

## **ARTS:**

- Preparations are underway for a Community Art Drop-In on Sunday, March 5. Artist in Residence Karen Arrington will lead a community bottle cap mural workshop, 1-3pm. A ticketed matinee performance of the Greenbelt Youth Musical will follow at 3pm. Visitors can also enjoy art gallery and Greenbelt Museum exhibits.
- Facilitated a meeting of the Arts Advisory Board at which the group discussed Recognition Group basic certification applications from two community organizations.
- Currently on view in the gallery: lively and complex modern landscape paintings by Mike McConnell. This show will continue through March 24.
- Ongoing tasks include: development of the FY18 budget; production support for the Greenbelt Youth Musical; routine program marketing; updating application materials for the Artist in Residence Program and the 2017 Festival of Lights Juried Art and Craft Fair, both of which will go live this month; and development of spring and summer programming.

## **COMMUNITY CENTER:**

- The monthly fire drill was conducted.
- Tickets for the Winter Youth Musical, Buried Treasure, are now on sale. Shows are on March 4, 5 & 11. Buy early, we always sell out!
- Thank you to Betty Timer and Connie Davis who volunteered to cover the bulletin boards in room 114. We appreciate the upgraded look!
- Camp registration for Greenbelt residents continues to roll in. Staff is preparing for Non-Resident registration next Wednesday.
- Coordinator renewed Certified Park and Recreation Professional certification. The two year cycle requires 20 hours of continuing education units. The requirement was fulfilled along with an additional 2.7 CEU's.
- Safety cables were installed on a basketball structure in the gym.
- Invoices for March fees were emailed to renters/tenants.
- Supervisor attended a meeting at the Maryland Recreation and Parks Association headquarters in Bowie in regard to a future training session.
- Budget preparation continued.
- Supervisor continued to field inquires in regard to food operations rentals for the Commercial Kitchen. There have been 202 inquiries since April 2015. There are currently three food operations that received all permits and may rent the Kitchen. Four previously authorized food operations are currently restricted due to unpaid WSSC grease trap BMP permit fees.
- Supervisor attended a kitchen inspection for a food operation.
- Supervisor provided a tour of the kitchen to a potential renter.
- There were 4 facility reservations processed.
- There was 1 private rental and 16 pattern rentals.
- The following groups received free space: Golden Age Club, Greenbelt Concert Band, Girl Scout Troop #23007, Girl Scout Troop #27, Greenbelt Interfaith Leadership, Greenbelt Station HOA, Greenbrook Estates, Greenbelt Community Foundation and Greenbelt Youth Baseball.
- The following City groups received space: Be Happy, Be Healthy Volleyball & Yoga, City Council, Advisory Planning Board, Arts Advisory Board, Public Safety Advisory Board, GAIL, CARES and Public Works.

## **THERAPEUTIC RECREATION:**

- A new Cooking Matters class began on Tuesday with 20 people registered. This class is sponsored by the Capital Area Food Bank and the GAIL program. The two hour class runs for six weeks and participants receive a free bag of groceries each week.
- Six seniors traveled to Arundel Mills Mall on Thursday for the monthly shopping trip.
- Explorations Unlimited speaker on Friday was Nia MacMannon. She is presenting on the key components to manifesting a new life and how to put them into practice.
- SAGE Spring classes begin next week. Staff has been finalizing class numbers, rosters and working with the college to make sure the classes go smoothly. Staff met with two new SAGE instructors on Friday to make sure the audio visual equipment and the classroom setups will work well for their classes.