

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) Tree Protection Volunteer Opportunity Tree Protection Volunteer Opportunity	21 Board of Elections, 4pm, MB Community Relations Advisory Board, 7:30pm, MB Todd M. Turner Listening Session	22 Interview for Advisory Group (CC), 7:20 PM Work Session - Advisory Group Chairs, (CC), 8PM	23 Forest Preserve Advisory Board, 7pm, MB Legislative Dinner (Annapolis) 6 PM	24	25
26	27 CERT, 7:30pm, PD 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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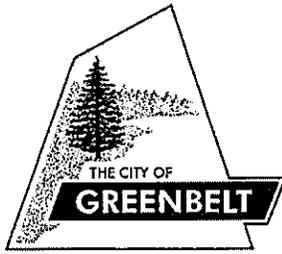
VISITING

I WANT TO...

## March 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	01 No Meeting	02 Free Produce Distribution	03	04 Greenbelt Youth Musical 2017- Buried Treasure
05 Community Art Drop-In: Bottle Cap Mural Greenbelt Youth Musical 2017- Buried Treasure	06 Interview Advisory Group, MB, 7:40 PM Work Session - Dog Park, MB, 8:00 PM,	07 Arts Advisory Board, 7pm, CC Public Safety Advisory Committee, 7pm, CC Todd M. Turner Listening Session	08 Advisory Planning Board, 7:30pm, CC Work Session - TBD (CC) Caregiver Support Group	09 Active Parenting of Teens	10	11 NLC Congressional City Conference Work Session - Council Goals, MB, 9:30am Green Yards and Gardens Workshop Green Yards and Gardens Workshop Greenbelt Youth Musical 2017- Buried Treasure Greenbelt Youth Musical 2017- Buried Treasure
12 NLC Congressional City Conference	13 NLC Congressional City Conference Reception for ACE Educators, MB, 7:30 PM 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 Interviews for Advisory Groups, MB, 7:40 PM Work Session - Greenbelt Road Corridor - Joint Session with Berwyn Heights & College Park, MB, 8PM,	21	22 Work Session - NASA/GSFC, (CC), 8PM,	23 Forest Preserve Advisory Board, 7pm, MB	24	25
26	27 Interviews for Advisory Groups, MB, 7:20 PM Regular Meeting / Budget Presentation MB, 8PM	28 Senior Citizens Advisory Committee, 3:30pm, CC Advisory Committee on Education, 7pm, MB Advisory Committee on Trees, 7pm, PW Green ACES/Green Team, 7:30 pm, CC	29 Work Session -PGEDC, (CC), 8PM,	30	31 Spring Skate Series	01





## City Manager's Report Week Ending February 24, 2017

1. Included separately in Council's packet is a letter to Governor Hogan requesting that Youth Service Bureau funding be moved to the Department of Juvenile Services. Please advise if there are any changes. Staff would like to send the letter on Tuesday.
2. Visited with staff at Springhill Lake Recreation Center, was introduced to Boys and Girls Club representatives.
3. Met with Doctor's Hospital Representatives and toured the facility.
4. Met with Morning Calm representatives to discuss Capital Office Park and City activities.
5. Attended the Prince George's County Chamber of Commerce's State of the County.
6. Attended the Roosevelt Center Merchants Association meeting.
7. Participated in a Washington Council of Governments orientation program for Chief Administrative Officers, with Executive Director, Deputy Director, and managers from Falls Church, Rockville, and Bowie.
8. Attended Delegate Washington's Listening Session on Immigration.
9. Attended the Greenbelt Rotary Club meeting.
10. Attended the City Council meetings, including the Legislative Dinner in Annapolis and the Work Session with Boards and Advisory Committees.
11. Met and/or telephone conference with staff, solicitors, and citizens regarding a variety of topics.
12. Assistant City Manager
  - a. Attached is the Legislative Update.
  - b. Researched and monitored State Legislation.
  - c. Coordinated the Mid-Session Legislative Dinner in Annapolis.
  - d. Staffed a CRAB Meeting.

13. Finance Department

- a. Participated in meeting discussing FOP contract negotiation.
- b. Continued working on analysis of FY 2018 revenues.
- c. Reviewed January 2017 financial data.

14. Information Technology

- a. Body Worn Camera docks installed and configured at the PD
- b. FY 2018 Budget review with Finance
- c. Configured replacement network switches
- d. Met with CARES re: IT needs

15. Prepared for regular meeting on February 27, work session on February 22 and legislative dinner on February 23.

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 24, 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	
HB 1187 SB 784	Youth Service Bureau – Budget Appropriation	SUP	SB hearing 3/6 at 1:00. HB hearing 3/7 at 1:00.
HB 36 SB 302	Electric Vehicle – Reserved Parking Spaces	SUP	HB hearing held 1/26. SB hearing held 2/7. Senate Committee voted unfavorable.
SB 142 HB 192	Task Force to Study Bicycle Safety	SUP	SB hearing held 2/7. HB hearing held 2/9.
HB 172 SB 728	Home Act of 2017	SUP	HB hearing held 2/7. SB hearing 2/28 at 1:00.
SB 397 HB 1433	Local Income Tax Overpayments – Forgiveness	SUP	SB hearing held 2/15. <b>Senate Committee voted favorable. Passed Senate 46-0.</b> HB hearing 3/8 at 1:00.
SB 422 HB 602	Keep Antibiotics Effective Act of 2017	SUP	SB hearing held 2/14. HB hearing held 2/15.

# COUNCIL ACTION REQUESTS (CAR) REPORT

## as of February 24, 2017

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
<b>2017</b>						
6	M & C Meeting	1/23	Petitions and requests list update at City Manager Update work session.		Nicole/Cindy	Work session held 2/15/17 – list updated. *
5	M & C Meeting	1/23	Petition Action Item list on council agenda – as needed.		Cindy	
4	M & C Meeting	1/23	Place Petitions and Requests list online.		Cindy/Beverly	
3	M & C Meeting	1/23	Publicize School Board Boundary meeting and Metro budget meeting to residents of Greenbelt Station.	2/3/17	Beverly	Information posted on Next Door.
2	M & C Meeting	1/23	Send letter to School Board – Greenbelt Station children attending schools in Greenbelt.	2/3/17	Nicole	Letter sent 2/3/17.*
1	Work Session	1/11	Report on speeding and options in Boxwood/Lastner.			
<b>2016</b>						
24	Work Session	12/19	Consideration of lower GAFC fees for city retirees during budget review.	5/30/17	Jeff	
23	M & C Meeting	12/12	Implement Tax Credit Program for renters.	3/30/17	Jeff	
21	M & C Meeting	11/28	Should Greenbelt declare itself a sanctuary city?	2/28/17	John	
20	M & C Meeting	11/28	Consideration to amend Charter to require that person with highest number of votes in municipal election be selected Mayor.	3/30/17	David	
19	M & C Meeting	11/28	Refer YAC lower voting age to CRAB and ACE.	3/30/17	Cindy	Referred to CRAB and ACE 11-29-16.
18	Work Session	11/2	Install park rules sign(s) at Mandan Road field.	1/30/17	Julie	
17	M & C Meeting	10/10	Develop recruitment bonus for recruiting police officers.	11/30/16	Mary	

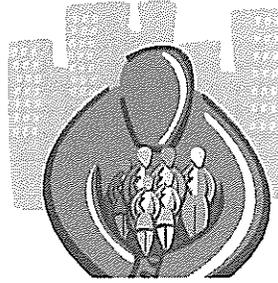
NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
15	Work Session	9/28	Undertake study of configuration/geometrics/safety of intersection of Lakecrest Drive/Lakecrest Circle/ Legion Drive.	12/30/18		
13	Work Session	9/14	Prepare in-depth report on four (4) possible dog park locations.	12/30/16	Celia	Report expected end of January 2017.
11	M & C Meeting	8/8	Request by Colin Byrd for anti-discrimination ordinance for LGBT community – prepare summary of current federal and state law.	10/30/16	John	Being prepared.
9	M & C Meeting	7/11	Referral to CRAB on proposal for Freedom Day holiday.	6/30/17	David	Referred @ 7/22/16. Deadline changed to 6/30/17 due to CRAB workload on police/community relations.
6	M & C Meeting	4/11	Refer to PSAC – comprehensive review of security cameras in the City.	4/30/17	Mary/Tom	Underway. Meetings held October 5, 8 and 15.
4	City Manager	2/12	Refer revised Sustainable Land Care policy to advisory groups for review within 60 – 90 days.	5/30/16	Jim S.	Referred.
<b>2015</b>						
39	Work Session	10/14	Can there be signage on the Beltway for Roosevelt Center (e.g. – McDonalds)?	12/30/15	Celia	
37	M & C Meeting	10/19	Request from Mr. Drago to have periodic art sales at Roosevelt Center - Refer to AAB.	3/30/16	Julie	Board discussed 11/3 and 12/1.
31	Work Session	8/24	Develop a complete green street policy/standard.	6/30/16	Celia	
27	M & C Meeting	8/10	Incorporate PSAC recommendations into Emergency Operations Plan.	11/30/15	David	PSAC has made recommendations.
26	M & C Meeting	8/10	Proceed on vacation of GHI ROW's.	12/31/15	Celia	Underway.
16	M & C Meeting	6/22	Review Joe Murray's Tick Control proposal – contact BARC and Greenbelt Park NPS.	12/30/15	Celia/Jim S.	Reviewed with BARC on 7/18/16.
15	M & C Meeting	6/22	Provide Council with list of property acquisitions and available land.	9/30/15	Celia	

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
14	M & C Meeting	6/08	Refer to PSAC – feasibility of re-establishing “fire sirens” for emergency alerts.	12/30/15	Mary/Tom	Reminded staff liaisons 9/15/16.
7	Work Session	2/04	Look into training on running meetings for advisory boards. Also on the mechanics of the city’s referral process.	6/30/15	Cindy	Advisory group training scheduled for 3-16-17.
6	M & C Meeting	1/26	Report on petition from Tim Cohen-Mitchell on application to Youth Advisory Committee.	3/30/15	Cindy	
<b>2014</b>						
32	Work Session	8/29	Assess pros and cons of relocating Parking Enforcement, Animal Control and/or Code Enforcement functions (Organizational Assessment).	12/30/14	Mike/Celia	Parking Enforcement moved to Police 7/1/16.
30	Work Session	8/29	Prepare report on Green Ridge House admission policies.	10/30/14	Mike	Amendments being worked on.
17	M & C Meeting	7/14	Request installation of crosswalk on Southway in vicinity of B-W Parkway Ramp.	12/30/14	Mike	Sent to SHA. Discussed at 6/10/15 work session. Update provided 9/21/15. On SHA work program.
10	Work Session	4/23	Research whether city can/should enforce recycling for multi-family housing.	6/30/14	John	
<b>2013</b>						
45	M & C Meeting	10/28	Are there limitations on how long banner signs can be in use – County Zoning Code or City Covenants – Franklin Park signage issue?	1/31/14	Celia	
34	Work Session	7/15	Check on history of pipe in dam - Any agreement with SHA or WSSC? Any evidence that WSSC crushed pipe in install of 96 inch main?	12/30/13	Celia/Jim	Situation will be examined during dam repair project (8/5/16).

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

## CITY NOTES

### Greenbelt CARES



### Week Ending February 24

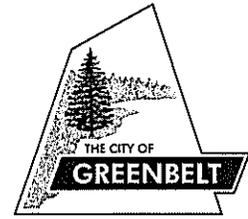
February 15, Rosalind Ceasar and Shana Spier completed the second group at Eleanor Roosevelt High School. The group focused on teaching skills to manage anxiety. Seven students participated.

February 17, Rosalind Ceasar attended a supervisors' meeting at Loyola University. There was a presentation on trauma and spirituality entitled *God Forgot About Me*.

# WEEKLY REPORT

## Planning and Community Development

Week Ending: Friday, February 24, 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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**Commercial Properties:** Greenway Shopping Center and Hanover Office Park were annually inspected; and  
5900 Greenbelt Road – Dunkin Donut was re-inspected.

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**Apartments:** File review of the Lawrence apartments 12 – 26 Crescent Road.

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

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**Complaints:** Two prior complaints were re-inspected.

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**Permits:** Eleven permits were approved and issued.

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**Animal Control:** One dog abandoned in apartment building was impounded;  
One stray cat picked up and brought to shelter;  
Carcass of bird was removed from walkway;  
One bite case investigated; and  
Two cats were adopted.

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**Meetings: Staff Attended:**

Forest Preserved meeting.

**Staff Met With:**

Jim Sterling to discuss Greenbelt Lake Dam project;  
Bradley Site Design to discuss Buddy Attick Park Green Redesign project.

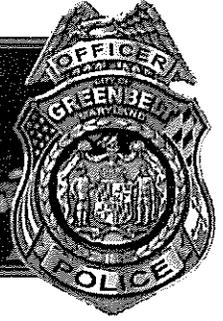
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*Planning Projects:* Reviewed County zoning legislation;  
Worked on GIS mapping;  
Worked on final reimbursement for the Greenbelt Aquatic and Fitness Center roof project;  
Prepared position letter on Lakeside North Development proposal;  
Reviewed Program Open Space funding;  
Greenbelt Lake Dam project management including bond bill application for board of public works confirmation of matching funds;  
Administrative work for permits and budget information;  
Review of Buddy Attick Park Redesign; and  
Speed Sentry Placement Calendar Update and software upgrade.

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*Training:* All Traffic Solutions new software platform for Speed Sentry Units.

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## CRIME REPORT

FEBRUARY 22, 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.**

### CENTER CITY

02/16	6300 block of Ivy Lane. Theft. Travel documents were taken from a hotel room at the Marriott Courtyard.
9:00 A.M.	

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

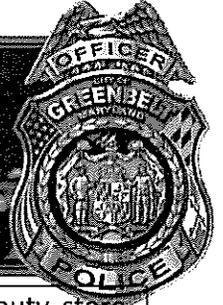
02/15	5500 block Cherrywood Lane. DWI/DUI arrest. Rafael Aguilar-Hernandez, 26, of College Park, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of officers responding to a report of a possible intoxicated driver. The suspect was released on citations to the Department of Corrections for service of an open arrest warrant.
9:06 P.M.	

02/16	9100 block Springhill Lane. Attempt strong arm robbery. The victim advised that he was walking behind an apartment building when he was surrounded by several subjects, with one suspect punching the victim in the face. The same suspect then unsuccessfully attempted to take the victim's sneakers. The suspects then fled the scene on foot. The victim was taken by a parent for treatment of minor injuries. The suspect is known to the victim and the investigation is ongoing.
3:45 P.M.	



**A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY**

# GREENBELT POLICE DEPARTMENT



02/17 8:45 P.M.	6000 block Greenbelt Road. Robbery. The victims, cashiers at the Super Beauty store, advised that two suspects entered the store wearing masks and armed with handguns. A robbery was announced, and after getting money from a register, both suspects fled the area on foot. The suspects are described as a black male wearing a Helly Hanson brand hooded jacket and a black male with curly brown hair with blonde tips, wearing a black jacket, black pants, black sneakers and black gloves.
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## **GREENBELT EAST/GREENWAY SHOPPING CENTER**

02/17 8:30 P.M.	7300 block South Ora Court. Burglary. Unknown person(s) used unknown means to enter the residence. Jewelry was taken.
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02/18 3:20 P.M.	6900 block Hanover Parkway. Theft. The victim advised that on February 15 <sup>th</sup> a parcel package was taken from the front stoop of a residence.
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02/19 3:32 A.M.	6100 block Cherrywood Lane. Possession of marijuana arrest. Mark Louie Reyes, 29, of Greenbelt was arrested and charged with Possession of Marijuana by officers responding to a report of a subject standing in the traveled section of the roadway. The suspect was released on citation pending trial.
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02/19 12:45 P.M.	7500 block Greenbelt Road. Theft. An unattended purse was taken at the CVS Pharmacy.
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02/19 8:45 A.M.	7600 block Hanover Parkway. A cell phone was taken from the victim's pocket by an unknown suspect at Eleanor Roosevelt Senior High School.
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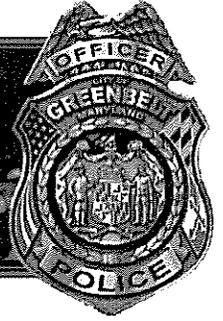
02/20 6:00 A.M.	7400 block Greenbelt Road. Theft. An unattended iPad was taken from a counter at the IHOP.
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02/21 12:15 P.M.	6900 block Hanover Parkway. Burglary. Unknown person(s) broke into a basement storage unit and removed property. Among the items taken were a stroller, a laptop computer, a television and a crib.
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***A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY***

# GREENBELT POLICE DEPARTMENT

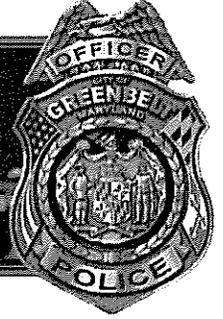


## Automotive Crime - City Wide

02/15	5500 block Cherrywood Lane. Vandalism to auto. Four tires were slashed on a vehicle.
02/16	7700 block Hanover Parkway. Theft from auto. Unknown person(s) removed the catalytic converter from a vehicle.
02/17	8000 block Mandan Road. Stolen auto. A 2006 Saturn Vue 4-door. The vehicle was returned to the same location the next day by unknown person(s).
02/18	Recovered stolen auto. A 1999 Dodge Caravan, reported stolen January 16 <sup>th</sup> from the 6000 block of Cherrywood Court, was recovered this date by the Prince George's County Police Department in the 5100 block of Durant Street, Temple Hills, MD. No arrests. The tags on the vehicle at the time of theft. Maryland 9AZ4262, were not recovered and are still out as stolen.
02/18	7700 block Hanover Parkway. Stolen auto. A blue 2001 BMW 530i 4-door, Maryland 5CL8646.
02/20	6000 block Springhill Drive. Theft from auto. Unknown person(s) broke out the driver's window of a vehicle and removed the in-dash radio.
02/20	6000 block Springhill Drive. Stolen auto. A black 2000 Honda Civic 2-door, Maryland tags 19019CG.
02/20	5800 block Cherrywood Terrace. Theft from auto. A rear tag, Maryland 3PZC3595, was taken from a vehicle.



**A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY**



## CRIME REPORT TALLY SHEET

WEEK OF FEBRUARY 22, 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>	
Carjacking		Animal Bite (Dog bite)	1
Rape		Disruption of School Activities	
Armed Robbery	1	Transporting a Handgun in a Vehicle	
Attempt Armed Robbery		Reckless Endangerment	
Strong Armed Robbery		Emergency Commitment Petition	
Attempt Strong Armed Robbery	1	Missing Person	
Burglary	2	Fraud	1
Attempt Burglary		Unattended Death	
Assault	2	Alcohol Violation	
Domestic	1	False Report	
Drugs	1	Harassment	
DUI/DWI	1	Field op (suspicious person)	2
Theft	11	Notification for other agency	
Vandalism		Identity Theft	1
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	3
Trespass		Recovered Stolen Vehicles	2
Disorderly Conduct		Recovered Stolen Tags	
Failure to Obey Lawful Order		Theft From Vehicles	3
Credit Card Offense		Attempt Theft From Vehicles	
Telephone Misuse		Attempt Theft of Vehicle	
Counterfeit Money		Vandalism to Vehicles	1
Suspicious Person		Accidents	7



# *Department of Public Works*

## *Week Ending February 24, 2017*



### **ADMINISTRATION**

- Jim Sterling and Brian Kim met with WSSC regarding the proposed waterline replacement at Roosevelt Center.
- Inspected the stream restoration project on Hanover Parkway near the dog park.
- Attended the department head meeting.
- Met with Pepco regarding the Theater's electric bill.
- Supervised and inspected the gun range renovation.
- Met with the Greenbelt Dam contractor regarding the schedule and change orders.
- Jim Sterling and Brian Kim met with Pepco to review the electrical installation and metering at Roosevelt Center.

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

- Took down unwanted signs and checked for graffiti.
- Pushed debris at the Northway Fields compost site.
- Put in a swale at Northway Fields.
- Ground stumps and cleaned debris at Buddy Attick Park.
- Repaired a swale behind the Braden Field tennis courts.
- Assisted with the Greenbelt Connection.
- Assisted with repairs at the gun range.

### **HORTICULTURE/PARKS**

- Continued clearing brush around the waterway at Braden Field.
- Replaced a broken swing seat at Buddy Attick Park.
- Performed playground safety inspection and repairs to broken equipment at Buddy Attick Park.
- Removed debris from the roadway and the right-of-way on Hedgewood Drive and a section of Ridge Road.
- Removed a hazardous/dead tree in Stream Valley Park.
- Continued mulching in the Buddy Attick Park shoreline plantings.

## **FACILITIES MAINTENANCE**

- Supervised and inspected the HVAC project in the Community Center.
- Addressed punch list items for the floor project in the Community Center.
- Continued installing LED lights in the Community Center.

## **REFUSE/RECYCLING/SUSTAINABILITY**

- Collected 28.76 tons of refuse and 13.73 tons of recyclable material.
- Attended the Department of Natural Resources Stream Waders water quality training on Saturday.
- Organized and lead the Presidents' Day Tree Protection event. Twenty-nine volunteers caged 35 trees for protection from beavers and liberated 30 trees from English ivy.
- Scheduled Girl Scout Troop 27 for litter clean-up on Sunday.
- Talked to GHI about the approval of the rain barrels.
- Submitted a grant proposal for the All Hands on Deck mini-grant opportunity through the Chesapeake Bay Trust.
- Assisted with the Greenbelt Connection two days.

## **FLEET MAINTENANCE**

- Repaired and replaced the coolant pipe and glow plug on pick-up #408.
- Performed preventative maintenance on pick-up #400.
- Repaired the rotating lights on the flatbed truck.
- Assisted with installing a power steering rack in police unit #895.
- Performed preventative maintenance on the Animal Control van. Discovered a leak in the power steering oil cooler along with excessive rust.
- Performed preventative maintenance and charged the battery on the Greenbelt Connection back-up car.

# **Greenbelt Recreation Department**

## **Weekly Report**

Week Ending February 24, 2017

### **ADMINISTRATION:**

- Staff is working on gathering information in support of reviving the employee health and wellness programs. A meeting is scheduled with Human Resources and CARES staff to review and finalize information to propose during the FY18 Recreation Budget process.
- Attended the Department Head meeting.
- Budget preparation continued throughout the department. Meetings with the City Manager will be scheduled in the upcoming weeks.
- Prepared and sent out meeting materials for the April Maryland Municipal League Parks and Recreation Department meeting.
- Met with Aquatic and Fitness Center staff to review various items related to operations and upcoming programs at the facility.
- Met with Springhill Lake Recreation Center staff to review various items related to staff training, pass management system and program opportunities in the Greenbelt West community.
- Met with Community Center staff to review a number of items including budget preparation and increased issues being experienced with homeless visitors to the facility.
- Staff is reviewing applications received for Park Ranger positions. It is expected that Park Rangers will be back out in the parks next month.

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

- Camp registration continued for both Greenbelt residents and non-residents.
- Camp flyers and ad design work was completed and permission for distribution at Prince George's County Public Schools and Greenbelt Library was acquired.
- Camp planning continued with a focus on supply orders, field trip planning, returning staff assessment and school camp fair attendance.
- Met with Kap Kapastin to discuss use of the Beltway Plaza rear parking lot for bicycle skills classes in May.
- Youth Advisory Council members attended city council work session on Wednesday.
- 2017 Spring Activity Guide is now available online and in recreation facilities. Registration began on February 21 for residents and will begin on February 27 for non-residents. Classes begin on/after March 27.

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

- Russet Swim Club met on Sunday, February 19.
- Greenbelt Municipal Swim Team met on Sunday, Tuesday and Thursday.
- 10 kids ages 5-15 participated in the 1st Annual Presidents' Day event on Monday, February 20 from 12:30pm to 2:00pm.
- The Hot Tub closed for regular bi-weekly cleaning on Wednesday.
- Swim Instructor(s) provided a total of 17 Private Swim Lessons and 8 Personal Training Sessions (Friday-Thursday).
- Homeschool group of 15 children and 5 adults were scheduled to complimentary water chemistry event from 10:00am to 1:00pm on Thursday. Each student received the Health Pool Pamphlet with enclosed strips to do the water test on the deck. They had an overview of the filtration system and then they got to swim.
- A new Lifeguard/Swim Lesson Instructor started on Sunday.

**ARTS:**

- Ten applications have been received so far in the first week of the Festival of Lights Juried Art and Craft Fair application cycle. Recruitment and rolling admissions will be ongoing through the end of September.
- Preparations and publicity 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.
- 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: preparations for the convening of the Grant Review Panel; production support for the Greenbelt Youth Musical; routine program marketing; and development of spring and summer programming.

**Community Center:**

- Tickets for the Winter Youth Musical, Buried Treasure, are now on sale. Shows are on March 4, 5 & 11th. Buy early, we always sell out!
- The facility was open from 2-10 pm on President's Day.
- Supervisor participated in two Kitchen inspections with the County Health Department for food operations requesting permits to rent the Kitchen.
- Supervisor provided a tour of the Kitchen for a potential renter.
- Supervisor continued to field inquiries in regard to food operations rentals for the Commercial Kitchen. There have been 203 inquiries since April 2015. There are currently three food operations who 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.
- There were 6 facility reservations processed.
- There were 4 private rentals and 20 pattern rentals.
- The following groups received free space: Golden Age Club, Greenbelt Concert Band, Girl Scout Troop #23007, Greenbelt Labor Day Committee and Greenbelt Astronomy.
- The following City groups received space: Be Happy, Be Healthy Volleyball & Yoga, City Council and Forest Preserve Advisory Board.