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October 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	30	01 Greenbelt Aquatic & Fitness Center 25th Anniversary Event Active Aging Week Conta Dance, 7:00PM, CC
02 Active Aging Week Artful Afternoon, 1pm, CC	03 No Meeting Rosh Hashanah Purple Light Nights, Lighting Ceremony, 6:30PM, UM	04 Public Safety Advisory Committee, 7pm, CC	05 Interview for Advisory Group, 7:40 PM, CC Work Session - M-NCPPC Zoning Rewrite Module 3, 8PM, CC Public Forum on Security Cameras, 7pm, SHL	06	07	08 Annual Senior Open Forum, 1pm, CC Grilling in the Garden, 9am, SHL Free Babysitting Course
09	10 Youth Advisory Committee, 5:30pm, SHL Regular Meeting, 8PM, MB Columbus Day of Service at Buddy Attick Park, 10am	11 Community Relations Advisory Board, CANCELLED DUE TO YOM KIPPER	12 Green Team-Zero Waste Circle, 7:30pm, PW MML Fall Conference	13 MML Fall Conference	14 MML Fall Conference Oktoberfest 2016	15 MML Fall Conference Men Taking Leadership to End Domestic Violence, 8:30am, Largo Public Forum on Security Cameras, 11am, Greenbriar
16	17 Work Session - Economic Development, 8PM, MB	18 Advisory Committee on Trees, 7pm, PW Health and Wellness Fair, 10am-2pm, CC	19 Park and Recreation Advisory Board, 7:30 CC Work Session - Watershed Groups 8PM (CC)	20 Forest Preserve Advisory Board, 7pm, MB Get Out, Get Fit-FREE Exercise Clinics, 6pm, SHP	21	22 Field Visit of the Forest Preserve, 10am, Northway Field Electronics and Paint Recycling, 9am, PW
23	24 Regular Meeting - 8PM, MB	25 Senior Citizens Advisory Committee, 3:30pm, CC Advisory Committee on Education-PTA Presidents, 6:30pm, MB	26 Four Cities Meeting, 7:30 PM, MB	27 Free Produce Distribution, 2:30pm, GRH	28 Costume Parade	29 Shredding Event, 9am, RC Pumpkin Olympics Moonlit Movie-Ghostbusters
30 Advisory Group Appreciation Dinner (CC)	31 Executive Session - Personnel, 8PM Free Flu Shot Clinic, 1-7pm, SHL Trick-or-Treat	01	02	03	04	05



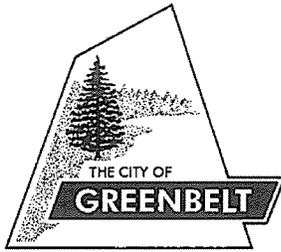


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November 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31	01 Arts Advisory Board	02 Advisory Group Interview, CC, 7:40 PM Work Session - Voting Age/Mandan Road Basketball Courts, 8PM, CC	03	04	05 Contra Dance, 7:00PM, CC
06 Community Art Drop-In, 1-3pm, CC	07 No Meeting - General Election	08	09 Work Session - Roosevelt Center Merchants Association, 8PM, CC,	10	11	12
13	14 Youth Advisory Committee, 5:30pm, SHP Regular Meeting, 8PM, MB	15	16 Park and Recreation Advisory Board, 7:30 CC No Meeting (NLC Conference)	17 Forest Preserve Advisory Board, 7pm, CC No Meeting (NLC Conference)	18 No Meeting (NLC Conference)	19 No Meeting (NLC Conference)
20	21 Work Session - Greenbelt Station North Core Detailed Site Plan (tentative), 8PM, MB,	22	23 No Meeting	24	25	26
27	28 Regular Meeting, 8PM, MB,	29 Senior Citizens Advisory Committee, 3:30pm, CC	30 Work Session - TBD, 8PM, CC	01	02	03





City Manager's Report Week Ending October 14, 2016

1. As of noon Friday, October 14, the final economic development report from the Hyattsville Community Development Corporation had not been received. It will be forwarded as soon as it is received.
2. Attached is a draft letter to Dr. Maxwell and the school system with the city's request that children living in Greenbelt Station attend Greenbelt schools. Also attached is an email from Mr. Johndel Jones-Brown, Director of the Pupil Accounting and School Boundaries office, which explains the process to request consideration of school boundary changes including the Community Forums being held over the next couple weeks. If you have any edits, please forward them to Anne Marie or me.
3. Ema Smith, the new chair of Youth Advisory Committee, will be attending the NLC conference in Pittsburgh next month. She is a member of the NLC Youth Delegate Planning Committee. She plans to attend with her mother. The city will cover her expenses.
4. Attached is the monthly financial report for September and the first quarter of the fiscal year. Revenues and expenditures are on target.
5. The August 2016 Police Statistical Report is attached.
6. Attached is information about a dog fight which occurred at the Animal Shelter Wednesday evening and resulted in one of the dogs being euthanized. We will do a staff review on the incident next week.
7. Along with Public Works Director and Human Resources Director interviewed five candidates for the position of Assistant Public Works Director. At this time, two candidates will be called back for second interviews.
8. Assistant City Manager
 - a. Along with several CRAB members, met with a potential police-community facilitator from University of Maryland.
 - b. Reviewed CB-93 and communicated with Council Member Turner.
 - c. Attended the MML Fall Conference.
9. Finance Department
 - a. Completed the September 2016 Financial Report.
 - b. Worked on the management discussion and analysis (MD&A) for FY2016.
 - c. Attended the MDGFOA Fall 2016 quarterly meeting in Baltimore.

10. Information Technology

- a. Along with Human Resources Director, attended the 10/5 and 10/8 public forums on security cameras being held by the Public Safety Advisory Committee. A third one is scheduled for October 15.
- b. Began configuring new firewall appliances.
- c. Built images for new PC's and laptops.
- d. Tested new Toughbook image in the field.

11. Prepared for Regular Meeting on October 10 and work sessions on October 17 and 19.

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

COUNCIL ACTION REQUESTS (CAR) REPORT

as of October 14, 2016

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (* = COMPLETED)
2016						
17	M & C Meeting	10/10	Develop recruitment bonus for recruiting police officers.	11/30/16	Mary/Mike	
16	M & C Meeting	10/10	Congratulatory letter for school board member Lupi Grady.	11/15/16	Cindy	
15	Work Session	9/28	Undertake study of configuration/geometrics/safety of intersection of Lakecrest Drive/Lakecrest Circle/ Legion Drive.	12/30/18		
14	Work Session	9/21	Work with FOGM to develop guidelines/policy to implement FOGM's fund raising campaign initiative – may need to amend city memorialization policy.	12/30/16	David	
13	Work Session	9/14	Prepare in-depth report on four (4) possible dog park locations.	12/30/16	Celia	
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.
10	M & C Meeting	7/11	Referral to CRAB on convening a community dialogue related to recent incidents across the nation including police actions and attacks on police.	12/30/16	David	In works by CRAB @ 10/11/16.
9	M & C Meeting	7/11	Referral to CRAB on proposal for Freedom Day holiday.	12/30/16	David	Referred @ 7/22/16.
6	M & C Meeting	4/11	Refer to PSAC – comprehensive review of security cameras in the City.	4/30/17	Mary/Jim C.	Underway. Meetings set for 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.

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (* = COMPLETED)
2	Work Session	2/10	Raise with County – Allow sandwich boards – Roosevelt Center.	12/30/16	Mike	To be part of legislative program.
2015						
39	Work Session	10/14	Can there be signage on the Beltway for Roosevelt Center (e.g. – McDonalds)?	12/30/15	Celia	
37	M & C Meeting	10/19	Request from Mr. Drago to have periodic art sales at Roosevelt Center - Refer to AAB.	3/30/16	Julie/John S.	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	
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	Being prepared @ 9/23/15.
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	
6	M & C Meeting	1/26	Report on petition from Tim Cohen-Mitchell on application to Youth Advisory Committee.	3/30/15	Cindy	
2014						
32	Work Session	8/29	Assess pros and cons of relocating Parking Enforcement, Animal Control and/or Code Enforcement functions (Organizational Assessment).	12/30/14	Mike/Celia	Parking Enforcement moved to Police 7/1/16.

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
30	Work Session	8/29	Prepare report on Green Ridge House admission policies.	10/30/14	Mike	Amendments being worked on.
29	Mr. Putens	8/29	Develop position description for Deputy City Manager, Management Analyst and Deputy Chief positions.	11/30/14	Mary	Drafted @ 1/7/15. Deputy Chief presented 7/11/16.
17	M & C Meeting	7/14	Request installation of crosswalk on Southway in vicinity of B-W Parkway Ramp.	12/30/14	Mike	Sent to SHA. Discussed at 6/10/15 work session. Update provided 9/21/15. On SHA work program.
10	Work Session	4/23	Research whether city can/should enforce recycling for multi-family housing.	6/30/14	John	
2013						
45	M & C Meeting	10/28	Are there limitations on how long banner signs can be in use – County Zoning Code or City Covenants – Franklin Park signage issue?	1/31/14	Celia	
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	Mike	Situation will be examined during dam repair project (8/5/16).
2011						
9	Work Session	6/13	Look at need for lighting along walkways between 11 and 13 Court Ridge. Also look at condition of existing lighting, walkway and vegetation. Further survey and referral to PSAC.	9/30/11	Mike	Checking power availability at 11 - 13 Courts.
2010						
32	Mayor Davis	6/25	Does city need its own ordinance to limit roadside solicitation per 2008 State law?	8/30/10	John	City Solicitor response in 9/3/10 City Manager Report. A city ordinance is being drafted.
28	Work Session	6/9	Draft legislation to implement new planning authority (CB-16).	9/30/10	John	County legislation approved 5/3/11. City Solicitor drafting language @ 1/25/12.

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (* = COMPLETED)
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.

October 11, 2016

Dr. Kevin Maxwell, CEO
Prince George's County Public School
14201 School Lane
Upper Marlboro, MD 20772

Dear Dr. Maxwell:

This letter is submitted for consideration as part of the Community Forum process on School Boundaries.

The City Council of Greenbelt requests that school age children in the Greenbelt Station neighborhood be assigned to Greenbelt Elementary School, Greenbelt Middle School and Eleanor Roosevelt High School as part of school boundary changes for the 2017-2018 school year. At present, these children are assigned to Berwyn Heights Elementary School, Greenbelt Middle School and Parkdale High School.

As the Council indicated to you in letters dated January 30, 2014 and October 14, 2014, and when you met with the Council on August 4, 2014 and February 17, 2016, having Greenbelt children attend Greenbelt schools is very important to the community. It creates and reinforces a sense of community identity. Further, the city and its Advisory Committee on Education do a great deal for Greenbelt schools including offering grants, recognizing outstanding students and educators, funding science and reading clubs, and providing the School Resource Officer at Eleanor Roosevelt High School.

It is understood that Greenbelt Elementary School and Eleanor Roosevelt High School are overcrowded, but so are Berwyn Heights Elementary School and Parkdale High School. In the past, Eleanor Roosevelt High School has welcomed additional students as that results in additional resources and broader opportunities for their students.

While there are only a few students residing in Greenbelt Station now, it is a new development and more students will come to reside there as more homes are built. Now is the time to make the change.

The Greenbelt City Council urges you to change the assignment of the Greenbelt Station neighborhood, so that students residing there can attend Greenbelt Elementary School and Eleanor Roosevelt High School.

Sincerely,

Emmett V. Jordan
Mayor

/amb

cc: City Council
Honorable Rushern L. Baker, III
Honorable Todd M. Turner
Honorable Lupi Quinteros-Grady
Celia Craze, Director of Planning & Community Development
Liz Park, Director of Greenbelt CARES
Rosalind Ceasar, ACE Staff Liaison

8/3/16

Michael McLaughlin

From: Johndel Jones-Brown <jjonesbrown@pgcps.org>
Sent: Monday, October 10, 2016 2:40 PM
To: Michael McLaughlin
Cc: David Moran; Cindy Murray; Liz Park; Rosalind Ceasar; Edward Putens; Emmett Jordan; Judith Davis; Konrad Herling; Leta Mach; Ed Putens (Work); Rodney Roberts; Silke Pope
Subject: Re: Greenbelt children

Greetings Mr. McLaughlin,

It was my pleasure to meet with the Council in August.

The upcoming forums are an opportunity for the community to make known their concerns to Pupil Accounting and School Boundaries as we develop recommendations to Dr. Maxwell on possible changes for the 2017-2018 school year. Based on our previous meeting, I believe that both this Department and the CEO have an awareness and an appreciation of the City's stance on the boundaries of Greenbelt area schools and the boundaries for Greenbelt Station in particular.

As you noted, the break-out groups are directed at specific schools and does not lend itself to presentations. There will likely be a separate break-out group for topics not previously considered that the Community believes should be brought to the CEO's and/or Board's attention. Given the previous notice from the Council which included a direct request to the CEO, a written statement would be sufficient for this purpose. If you prefer, the meeting on October 27 at Bladensburg High School would likely be the most convenient for you. Either would ensure that there is public notice of the City's preferences.

Formal public hearings are expected in January where a representative of the City can make a brief presentation School Board members present. Specific dates for the Public Hearings have not been set. Thanks again for your active interest and support of the Prince George's County Public Schools.

/johndel jones-brown

Johndel Jones-Brown, Director
Dept of Pupil Accounting & School Boundaries
Prince George's County Public Schools
14201 School Lane, Rm 211
Upper Marlboro, MD 20772
(301) 952-6304

On Fri, Oct 7, 2016 at 5:08 PM, Michael McLaughlin <mmclaughlin@greenbeltmd.gov> wrote:

Mr. Jones-Brown

First, let me thank you on behalf of the Greenbelt City Council for meeting with them back in August. At that meeting, the Council stated its desire for Greenbelt children to attend Greenbelt schools. Specifically, they would like to see children in the new Greenbelt Station neighborhood attend an elementary school in Greenbelt and Eleanor Roosevelt High School.

You mentioned at the meeting that there would be a community forum(s) in the fall where the City Council should express this wish. I see on the PGCPs website that there are "Community Discussions on Balancing Enrollment" scheduled for October 20, 26 & 27. These seem to be directed at specific schools. Would one of these be the forum for the Council to present its issue or are there other more appropriate forums?

Thanks

Mike

Michael McLaughlin

City Manager

City of Greenbelt

301-474-8000

City of Greenbelt, Maryland

Memorandum

To: Michael P. McLaughlin, City Manager *MPM*
From: Jeffrey L. Williams, City Treasurer *JLW*
Date: October 11, 2016
Subject: September 2016 Financial Report

Revenues

September revenues are 63.8% of the adopted budget compared to 63.7% in FY 2016 and 64.8% for the historical first quarter average. Real estate tax revenue is 99.0% or approximately \$170,000 below the adopted budget. Because of the value of new construction in Greenbelt Station, including the 300 unit apartment building that is expected to be added to the City's tax roll this year, real estate revenue is on track to meet the adopted budget at this stage of the fiscal year.

The City received \$266,075 in highway user revenue in the first quarter which is in line with expectations. The remaining \$122,000 necessary to reach the adopted budget is expected in monthly payments over the remainder of the fiscal year.

The first quarter payment for the State Aid for Police Protection (SAPP) was \$120,269 which means the current State estimate for Greenbelt's SAPP grant is approximately \$481,000 or \$29,000 higher than the adopted budget.

Speed and red light camera revenues are received one month in arrears. Therefore, only two months' receipts have been recorded in FY 2017. However, early results show that speed and red light camera revenues are \$8,000 and \$38,000 lower respectively than their pace of a year ago. At this time, both red light and speed camera are expected to meet their respective budgets.

All recreation revenues are higher than a year ago. Of particular note is the Aquatic & Fitness Center. Revenue from this facility is \$186,473 which is the highest first quarter level since FY 2003. Summer camp revenue is 8% higher (\$16,000) than a year ago. Adult fitness and art revenue are modestly higher as well.

First quarter revenue places the City in a good financial position to meet the City's needs for the remainder of FY 2017.

Expenditures

Expenditures are 25.3% of the adopted budget compared to 26.1% in FY 2016 and 26.8% historically. Salary and benefits are 25.1% of the adopted budget which is approximately 0.8% lower than a year ago and the historical average.

Operating expense, e.g. utilities, building maintenance, etc., is 26.8% which is somewhat higher than the historical average of 25.2%. The higher percentage can be attributed to the timing of payments to vendors, e.g. red light camera expense is \$50,345 this fiscal year compared to only \$100 a year ago due to late billings by the vendor.

Premiums for workers' compensation insurance are currently \$5,000 lower than the adopted budget. However, it should be noted that Chesapeake Employers Insurance (formerly IWIF) has not issued a premium credit due from a recent audit of FY 2016 salaries. Therefore, these premiums are expected to be approximately \$40,000 lower than its adopted budget.

FY 2017 expenditures are in line with staff expectations.

City of Greenbelt
Revenues - FY 2017 vs. FY 2016 & Historical
September

Account Number	Description	FY 2017	Sep-16	% of FY 2017 Budget	% of FY 2016 Actual	Historical %
Taxes						
411100	Real Estate	\$15,901,800	\$15,734,279	98.95%	99.36%	99.71%
411210	Real Estate Abatements	(255,000)	0	0.00%	11.56%	5.39%
411220	Homestead Credit	(40,600)	(96,004)	236.46%	100.00%	100.02%
411230	Homeowner's Credit	(40,000)	(3,220)	8.05%	7.44%	8.16%
Personal Property						
412100	Local	12,000	1,217	10.14%	39.64%	31.49%
412110	Utility	300,000	7	0.00%	0.00%	5.62%
412120	Corporate	1,325,000	348,688	26.32%	16.75%	20.15%
412140	Local - Prior Years		0	0.00%	0.00%	76.48%
412160	Corporate - Prior Years	50,000	28,527	57.05%	69.94%	41.13%
412200	Abatements	(80,000)	0	0.00%	1.95%	25.57%
Other Taxes						
421100	Income	2,551,000	33,173	1.30%	2.12%	2.17%
421200	Admissions	145,000	0	0.00%	0.00%	0.00%
421300	Hotel/Motel	830,000	0	0.00%	0.00%	0.00%
422100	Highway	388,200	266,075	68.54%	0.00%	36.56%
Licenses						
431000	Permits	1,061,400	97,564	9.19%	10.09%	10.13%
433400	Cable	420,000	0	0.00%	0.00%	0.00%
Grants - State						
442101	Police	452,000	120,269	26.61%	24.31%	24.89%
442102	Youth Service	65,000	0	0.00%	0.00%	0.00%
Grants - County						
443106	Landfill	57,700	0	0.00%	0.00%	8.33%
443102	Youth Service	30,000	0	0.00%	0.00%	0.00%
443128	MNCPPC	234,000	0	0.00%	0.00%	0.00%
443127	School Resource Ofc.	80,000	0	0.00%	0.00%	0.00%
Other						
451000	Refuse/Recycling	687,600	0	0.00%	0.00%	0.00%
452000	Recreation	685,100	286,676	41.84%	34.65%	36.99%
453000	Fitness Center	545,800	186,473	34.17%	26.72%	28.96%
454000	Community Center	199,300	34,638	17.38%	14.54%	17.49%
460100	Fines/Foreitures	202,000	44,738	22.15%	25.28%	27.93%
460200	Red Light Cameras	360,000	89,792	24.94%	25.91%	25.59%
460300	Speed Cameras	420,000	78,935	18.79%	24.16%	16.61%
470000	Interest	6,000	1,222	20.37%	1.34%	5.86%
480400	Partnerships	126,000	5,583	4.43%	4.56%	8.65%
	Miscellaneous	433,300	75,376	17.40%	16.39%	10.82%
	Total	\$27,152,600	\$17,334,008	63.84%	63.73%	64.81%

City of Greenbelt
Expenditures - FY 2017 vs. Historical
September

Acct. No.	Department	FY 2017 Budget	Sep-16	% of FY2017 Budget	% of FY 2016 Actual	Historical %
100	General Government					
	Salary/Benefits	\$2,265,800	\$586,101	25.87%	25.99%	25.85%
	Operating Expense	715,600	206,712	28.89%	29.53%	27.55%
	Capital Outlay	12,000	995	8.29%	16.16%	0.00%
	Total General Gov't	2,993,400	793,808	26.52%	26.80%	26.27%
200	Planning/Comm. Dev.					
	Salary/Benefits	742,600	172,376	23.21%	25.35%	26.40%
	Operating Expense	244,600	24,065	9.84%	4.83%	9.18%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total Plan. & Comm. Dev.	987,200	196,441	19.90%	20.79%	23.09%
300	Public Safety					
	Salary/Benefits	8,603,500	1,925,809	22.38%	24.28%	24.23%
	Operating Expense	1,534,000	464,909	30.31%	24.14%	28.10%
	Capital Outlay	366,500	0	0.00%	0.00%	9.74%
	Total Public Safety	10,504,000	2,390,718	22.76%	23.49%	24.32%
400	Public Works					
	Salary/Benefits	1,990,600	434,191	21.81%	22.57%	23.25%
	Operating Expense	615,200	129,830	21.10%	20.46%	20.18%
	Capital Outlay	0	427	0.00%	0.00%	0.00%
	Total	2,605,800	564,448	21.66%	21.98%	22.46%
450	Waste Collection					
	Salary/Benefits	553,400	122,172	22.08%	24.82%	24.14%
	Operating Expense	187,400	36,146	19.29%	20.88%	13.59%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total	740,800	158,318	21.37%	23.79%	21.26%
	Total Public Works	3,346,600	722,766	21.60%	22.39%	22.17%
500	Cares					
	Salary/Benefits	994,300	249,317	25.07%	24.63%	25.01%
	Operating Expense	68,800	13,804	20.06%	16.11%	18.69%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total Cares	1,063,100	263,121	24.75%	24.06%	24.52%
600	Recreation					
	Salary/Benefits	2,505,100	842,407	33.63%	31.03%	31.53%
	Operating Expense	764,500	247,739	32.41%	34.49%	32.55%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total	3,269,600	1,090,146	33.34%	31.86%	31.78%
650	Aquatic & Fitness Center					
	Salary/Benefits	\$757,500	\$238,357	31.47%	32.53%	30.97%
	Operating Expense	378,200	90,167	23.84%	23.42%	20.81%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total	1,135,700	328,524	28.93%	29.49%	27.27%
	Total Recreation	\$4,405,300	\$1,418,670	32.20%	31.26%	30.60%

City of Greenbelt
Expenditures - FY 2017 vs. Historical
September

Acct. No.	Department	FY 2017 Budget	Sep-16	% of FY2017 Budget	% of FY 2016 Actual	Historical %
700	Parks					
	Salary/Benefits	\$993,700	\$288,663	29.05%	29.35%	28.79%
	Operating Expense	204,300	41,489	20.31%	19.17%	19.93%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total Parks	1,198,000	330,152	27.56%	27.57%	27.01%
900	Miscellaneous					
	Salary/Benefits	200,900	52,360	26.06%	26.55%	26.03%
	Operating Expense	13,900	11,102	79.87%	26.50%	18.75%
	Capital Outlay	20,000	1,326	0.00%	0.00%	0.00%
	Total Miscellaneous	234,800	64,788	27.59%	26.55%	25.00%
Operating Expenditures						
	Salaries/Benefits	\$19,607,400	\$4,911,753	25.05%	25.88%	25.83%
	Operating Expense	4,726,500	1,265,963	26.78%	24.59%	25.15%
	Capital Outlay	398,500	2,748	0.69%	0.27%	9.59%
	Total Operating Exp.	\$24,732,400	\$6,180,464	24.99%	25.27%	25.46%
985	Reserves/Fund Transfers					
	Res. Appr./Non-Dept.	205,200	35,077	17.09%	20.02%	9.65%
	IWIF Insurance	685,000	680,320	99.32%	106.28%	103.94%
	Interfund Transfers	1,605,000	0	0.00%	0.00%	0.00%
	Total Reserves/Non-Dept.	2,495,200	715,397	28.67%	37.29%	41.16%
	Total General Fund	\$27,227,600	\$6,895,861	25.33%	26.12%	26.81%

**GREENBELT POLICE DEPARTMENT
STATISTICAL REPORT**

August, 2016

Type of Offense (Includes attempts with exception of Murder)	Sector 1 Greenbelt Center			Sector 2 Franklin Park Area			Sector 3 Greenbelt East (Residential)			Sector 3 Greenbelt East (Commercial)			Sector 4 Beltway Plaza			Sector 5 Metro Site			Sector 6 Branchville Area			Total Offenses Minus Unfounded Cases	
	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month Minus Unfounded Cases	YTD Total
Murder	0		0	0		0	0		0	0		0	0		0	0		0	0		0	0	1
Rape	0		0	1		1	0		1	0		1	0		0	0		0	0		0	1	3
Robbery	1		4	3		9	3		11	0		3	0		2	0		0	0		0	7	29
Aggravated Assaults	2		5	3		22	0		4	0		1	0		5	0		0	0		0	5	37
Breaking or Entering	1		8	3		39	-1		7	0		2	1		5	0		0	1		1	5	62
Larceny	6		45	11		101	4		39	5		50	9		74	0		2	0		2	35	313
Motor Vehicle Theft	1		6	5		26	1		8	0		5	0		1	0		0	0		0	7	46
Totals by Sector	11		68	26		198	7		70	5		62	10		87	0		2	1		3	60	491

(*) Indicates that the unfounded incident was reported in a previous month, and therefore is subtracted from the 'YTD Total' incidents.

(-) Note that per Uniform Crime Reporting guidelines, offenses can be cleared either by arrest, administrative closure or incident unfounded.

Sector 1 – Kenilworth Avenue north from Greenbelt Road to Cherrywood Lane and Greenbelt Road east from Kenilworth Avenue to Southway Road.

Effective 1/1/97 Ivy Lane and Cherrywood Lane changed to Sector 2. Kenilworth Avenue addresses are in Sector 1.

Sector 2 – Kenilworth Avenue south from Greenbelt Road to Old Calvert Road and Greenbelt Road west from Kenilworth Avenue to Branchville Road.

Sector 3 – Greenbelt Road east from Southway Road to Mandan Road, Hanover Parkway north from Greenbelt Road to the Baltimore-Washington Parkway south from Greenbelt Road to Good Luck Road. Sector 3 has been divided to distinguish offenses that occur in the sector's commercial and residential areas.

Sector 4 – Beltway Plaza Shopping Center and businesses on Greenbelt Road from Cherrywood Lane to the City line at Branchville Road.

Sector 6 – South of the WMATA/Metro Station Property, north of Branchville Rd./Greenbelt Rd., west of Cherrywood Lane, east of the B&O RR tracks

II. Total Offenses Year to Date – Five Year Comparison – All Sectors

January 1 to August 31 of each year

Type of Offense (includes attempts with Exception of Murder)	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Murder	0	0	1	1	1
Rape	6	3	7	5	3
Robbery	37	45	36	29	29
Aggravated Assaults	28	29	17	31	37
Breaking or Entering	161	136	83	84	62
Larceny	405	369	357	331	313
Motor Vehicle Theft	69	76	60	33	46
TOTALS -----	706	658	561	514	491

III. Police Service Summary

	<u>2016 MONTHLY TOTAL</u>		<u>2015 MONTHLY TOTAL</u>		<u>2016 YEAR-TO-DATE TOTAL</u>		<u>2015 YEAR-TO-DATE TOTAL</u>	
Calls for Service	2,049		2,587		17,099		18,760	
Off-Duty Responses	432		415		3,809		3,482	
Premise Checks	144		178		1,381		1,714	
Traffic Stops	326		906		3,166		4,722	
Case Reports	218		256		1,588		1,751	
Field Ob. Reports	11		11		84		115	
ACRS Reports	36		20		244		191	
	Adult	Juvenile	Adult	Juvenile	YTD Adult	YTD Juvenile	YTD Adult	YTD Juvenile
Arrests	33	2	45	6	279	51	366	55

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

<u>Speed Camera Location</u>	<u>August 2016 Violations</u>	<u>August 2015 Violations</u>	<u>Violations 2016 YTD</u>	<u>Red Light Camera Locations</u>	<u>August 2016 Citations</u>	<u>August 2015 Citations</u>	<u>Violations 2016 YTD</u>
300 Crescent Road	97	73	568	EB Greenbelt Road@ Mandan Road	65	87	397
5900 Cherrywood Lane N/B	467	444	3,061	WB Greenbelt Road @Mandan Road	53	55	490
5900 Cherrywood Lane S/B	523	402	3,123	WB Greenbelt Road@Cherrywood	91	93	772
7700 Hanover Parkway E/B	47	47	275	NB Kenilworth Avenue@Cherrywood	186	161	1,140
7700 Mandan Road N/B	156	182	911	NB Kenilworth Avenue@NB I95- Off Ramp	44	31	320
7700 Blk MD193E/B	63	20	316	NB Kenilworth Avenue@SB I-95 Off Ramp	147	129	933
7700 Blk MD 193 W/B	211	467	1,830				
Totals -----	1,564	1,635	10,084	Totals -----	586	556	4,052

	<u>2016 MONTHLY TOTAL</u>	<u>2015 MONTHLY TOTAL</u>	<u>2016 YEAR-TO-DATE TOTAL</u>	<u>2015 YEAR-TO-DATE TOTAL</u>
Traffic Tickets	288	616	2,076	2,785
Parking Tickets	10	9	93	131
ERO's	32	92	343	509
Warnings	276	930	3,141	4,702

IV. Traffic Statistics – Year-to-Date Totals

<u>Accidents</u>	<u>YTD – 2016</u>	<u>YTD – 2015</u>		<u>YTD – 2016</u>	<u>YTD – 2015</u>
Property Damage	715	680	DUI Arrests	90	109
Personal Injury	91	61	Other Traffic Arrests	212	350
Fatal	0	1*			
TOTALS	806	742			

* Fatal accident occurred on Capital Beltway within the City limits, investigated by Maryland State Police.

Michael McLaughlin

From: Celia Craze
Sent: Thursday, October 13, 2016 1:43 PM
To: Michael McLaughlin
Cc: Terri Hruby
Subject: Incident at animal shelter

Mike. Yesterday 2 dogs at the shelter got into a fight and both sustained injuries. One was euthanized for medical and behavioral reasons. I will forward you 2 emails explaining the situation in detail. While I was not consulted on the decision I agree with it and would have directed that the dog be euthanized for behavioral reasons. We will discuss the status of the 2nd dog when I return.

Celia

Sent from my iPhone

Michael McLaughlin

From: Celia Craze
Sent: Thursday, October 13, 2016 1:44 PM
To: Michael McLaughlin
Cc: Terri Hruby
Subject: Fwd: Dog fight Bailey/Blue

Sent from my iPhone

Begin forwarded message:

From: Terri Hruby <thruby@greenbeltmd.gov>
Date: October 13, 2016 at 5:15:10 AM PDT
To: Howard Stanback <hstanback@greenbeltmd.gov>, Celia Craze <ccraze@greenbeltmd.gov>
Subject: RE: Dog fight Bailey/Blue

Hi Howard,
How are Bailey and Blue doing?

Terri

Terri Hruby, AICP
Assistant Planning Director
City of Greenbelt
15 Crescent Road, Ste. 200
Greenbelt, MD 20770
301-474-0569

From: Howard Stanback
Sent: Wednesday, October 12, 2016 8:10 PM
To: Celia Craze; Terri Hruby
Subject: Fwd: Dog fight Bailey/Blue

FYI this is what took place

Sent from my iPhone

Begin forwarded message:

From: Francine Holland <fholland@FunwalksDogTraining.com>
Date: October 12, 2016 at 8:07:14 PM EDT
To: Howard Stanback <hstanback@greenbeltmd.gov>, "nortiz@greenbeltmd.gov" <nortiz@greenbeltmd.gov>, "LCrossed@greenbeltmd.gov" <LCrossed@greenbeltmd.gov>, Kris White <krswht@yahoo.com>
Subject: Dog fight Bailey/Blue

Hello, an hour ago, I made some terrible mistakes: Blue and I came back from a good walk, there were people in the cat room, so I put Blue in the outside, far right kennel. I secured the right side well, with a leash, not realizing the left side opens also.

I left Blue's muzzle, Harness and leash on. My plan was to play fetch with Bailey in the yard. Blue layed down, we fetched, all was well for three minutes...

Then, Bailey Nudged open the side yard door, so I went over there, called her back, and closed the door. (She had quickly dug a hole under the fence last summer).

Bailey bee lined to Blue's kennel. He stood up. They postured at the left side of the kennel. OMG, it opened.

I grabbed the pooper scooper which was near by. I used it as a bite stick.

I yelled for Nelly to help. She called the police. We had no spray, The hose was too far away, I had no bowls of water to throw, I did not have a second leash to wrap around Bailey's hips, and I failed to communicate to Nelly that was what I needed.

Meanwhile, I kept seperating Bailey and Blue with the pooper scooper, possibly a dozen times, and each time, Bailey kept aggressing. Blue, who had his muzzle on still, had tried to retreat a few times before he layed into her, possibly twisting her leg, with her shoulder on the ground, her butt in the air. Blue bit her through the muzzle at that time.

Then, after I seperated them again, bailey re attacked blue and pulled him under the deck, while I was yelling for Nelly and sticking the pooper scooper handle in Baileys mouth and holding Blue back by the harness...

A policeman showed up, Bailey and Blue and I were near the steps, I asked him to please grab Baileys hips and help me keep her off Blue, since he didnt have a leash either. He assesed the situation, asked Nelly for a leash, and finally, the dogs were seperated.

I took blue into a kennel, he had bite marks on his face, Bailey was limping, (Howard told me).

I am so sorry. I wanted to be at the emergency vet to say goodbye to sweet Blue if that was the decision. I wouldnt feel too bad about Bailey being put down. Bailey is edgier than Blue, and they are both basiclly unadoptable. I dont trust Bailey at all. Im so sorry this happened.

Francine Holland, CPDT-KA
(202) 491-8373

Michael McLaughlin

From: Celia Craze
Sent: Thursday, October 13, 2016 1:45 PM
To: Michael McLaughlin
Subject: Fwd: Bailey

Sent from my iPhone

Begin forwarded message:

From: Celia Craze <ccraze@greenbeltmd.gov>
Date: October 13, 2016 at 7:03:05 AM PDT
To: Terri Hruby <thruby@greenbeltmd.gov>
Subject: Fwd: Bailey

Sent from my iPhone

Begin forwarded message:

From: Howard Stanback <hstanback@greenbeltmd.gov>
Date: October 12, 2016 at 9:25:04 PM PDT
To: Celia Craze <ccraze@greenbeltmd.gov>
Cc: Nelly Ortiz <nortiz@greenbeltmd.gov>
Subject: Bailey

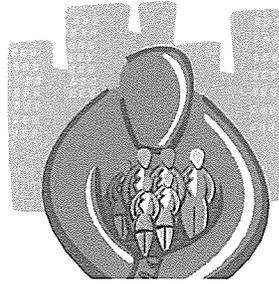
Nelly and I are currently at Bowie dog and Cat Emergency hospital after consulting with the vet Nelly, Lauren, and I have made a difficult decision to have her euthanized. With us not having an account with Bowie dog and cat hospital and the severity of her injuries we felt a decision had to be made tonight and we all were in agreement it needed to be Bailey. She was badly injured tonight and her treatment plan exceeded over \$1,000. Her treatment if permitted would consist of 2 Laceration repairs, IV catheter placement, Penrose drain placement, 3 different suture repairs, and anesthesia monitoring. She would need to be under heavy sedation but it would have been risky because of her heart murmur. This also would have required to stay overnight. Bailey has been a returned adoption three times, two because of her aggression towards other dogs and once because she lunged at a child. Francine (trainer) has also recommended Bailey be euthanized because of her dog aggression. We all agreed that it would be a liability to adopt her out knowing her history and tonight she made an attack without provocation and it was a terrible sight for volunteers and staff to witness. We are fortunate that no one was injured and greatly appreciate the police assistance with separating the two dogs. I have tried to make contact with Terri but it's pretty late and I'm sure she's away from her phone.

We will be taking blue back to the shelter tonight but he is also injured and may require stitches. He has been examined and is being allowed to be housed at the shelter tonight. We will take him to spay now first thing tomorrow morning. I believe a discussion is needed on blues status but can wait until your return.

Sent from my iPhone

CITY NOTES

Greenbelt CARES



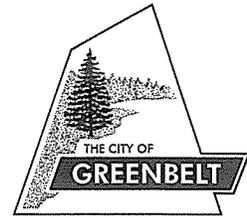
Week Ending October 14

Darren Stephenson was appointed to the State Juvenile Council/State Advisory Group (SAG) and participated in the New Member Orientation & Training. He was provided with an Overview of the JJDP A Roles & Responsibilities of Members as well as other topics such as Compliance Monitoring and Disproportionate Minorities Contact (DMC). Darren will serve a 2 year term on the Council.

Rosalie Genova, NCC, PhD, Director of Staff Development for the national substance abuse treatment and recovery program, The Haven at College, visited CARES staff meeting to present on their program, and to learn more about services offered by CARES. The Haven at College specializes in treatment of college age young adults, to assist them in recovery, abstinence and reaching academic goals. They are visiting the College Park campus of UMD to explore the possibility of establishing a recovery program for the campus. They offer an array of services, from outpatient, to inpatient rehabilitation and sober living facilities. Ms. Genova is also the Program Director for The Haven at Drexel, serving Drexel University.

Judye Hering held the fall session of CARES' babysitting course on Saturday, October 8. The purpose of the course is to teach students responsibility and safety issues around babysitting. Students who complete the course are eligible to participate in CARES Odd Jobs/Job Bank. Sixteen (16) students attended the course.

WEEKLY REPORT
Planning and Community Development
Week Ending: Friday, October 14, 2016



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

**CODE
ENFORCEMENT**

Commercial Properties: Ivy Lane commercial buildings, 7600 Hanover Parkway and St. Hugh's Church were annually inspected; and
Three daycares, BP Gas Station, Belle Point Office Park, and 125 Centerway were re-inspected.

Apartments: Charlestowne North Apartments were re-inspected.

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

Complaints: Seven prior complaints were re-inspected.

Permits: Eleven permits were approved and issued.

Windshields: Windsor Green was observed for putting trash at curb in trash bags and not in appropriate trash container – 80 violation notices were issued; and
Observed exterior lighting at 9011 Breezewood Terrace parking lot in Franklin Park.

Animal Control: One cat and one dog were adopted;
Three adult cats and three kittens were surrendered; and
One stray rabbit was picked up.

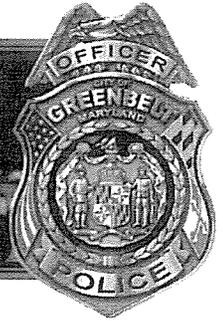
Meetings: Staff Attended:
Greenbelt Lake Dam bi-weekly status meeting; and
Bi-weekly progress status meeting with Woodlawn Development to discuss ongoing construction of Greenbelt Station South Core Development.

10/14/2016
P&CD WEEKLY REPORT CONT...

Planning Projects: *Reviewed proposed County legislation;*
Assisted new resident with zoning questions;
Reviewed zoning re-write modules;
Coordinated pre-construction meeting for WSSC stream work;
Reviewed bus ridership data;
Reviewed Draft Consolidated Transportation Program;
Project Management for Greenbelt Lake Dam Repairs;
Continued to monitor WSSC response to water quality testing at
Greenbelt Station;
Updated permit files for sediment and erosion control
permits/reviewed revised plans and issued notification of fees
and bonds to Woodlawn Development; and
Responded to citizen inquiries regarding planning issued in the
city.

Other Items of *Worked on vacant/blighted property list; and*
Interest: *Continued work on collection of Fines for Unregistered Burglar*
Alarms and False Alarms.

GREENBELT POLICE DEPARTMENT



CRIME REPORT

OCTOBER 12, 2016

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

www.greenbeltmd.gov/police

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

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

CENTER CITY

10/10 4:15 P.M.	Area of Crescent Road and Hillside. Robbery. The victims advise that they were walking down the path near the underpass when a subject approached them displaying a handgun and announced a robbery. As many as three other suspects then surrounded the victims. After getting money from one victim and a purse from the second victim, the suspects fled the scene on foot. The suspects are described as a young, short black male, wearing a hat, a grey hooded sweatshirt and jeans and three black males, dressed in all black, no further. The facts of the incident are under investigation.
10/10 5:30 P.M.	99 Centerway. Theft. An unattended coat was taken at the Greenbelt Youth Center.

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

10/05 8:30 P.M.	6200 block Springhill Court. Burglary. Unknown person(s) possibly entered the residence by breaking out a window. Jewelry was taken.
10/08 5:23 P.M.	5800 block Cherrywood Terrace. Burglary. The victim advised that between September 30 th and October 1 st , unknown person(s) climbed onto his balcony and removed a black Purefix men's touring bicycle. Unknown why the victim delayed reporting the incident.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



10/09 1:38 A.M.	6000 block Springhill Drive. Burglary. Unknown person(s) possibly entered the residence by way of the unlocked sliding glass door. Two purses were taken.
10/09 11:56 P.M.	5700 lock Greenbelt Metro Drive. Assault arrest. Kevin Cecil Warren, 41, of Alexandria, VA was arrested and charged with Second Degree Assault after he spit on an officer responding to a report of a suspicious person in the parking lot of the Greenbelt Metro Station. The suspect was transported to the Department of Corrections for a hearing before a District Court Commissioner.
10/11 9:00 A.M.	5900 block Cherrywood Terrace. Trespass arrest. Henry Bradley, 24, of Capitol Heights, MD was arrested and charged with Trespass after he was located inside a vacant apartment by officers responding to a report of a trespasser. The suspect was released on citation pending trial.
10/11 11:47 P.M.	9100 block Springhill Lane. Burglary. Unknown person(s) entered the residence by way of an unsecured sliding glass door. Keys were taken.
10/12 4:13 P.M.	6000 block Greenbelt Road. Assault. The victim advised that she was driving on Cherrywood Lane when she almost struck a pedestrian while making a U-turn. She then parked her vehicle in the 6000 block of Greenbelt Road and entered the Chipotles Restaurant. The subject she almost struck came and engaged in a verbal altercation with the victim, at one point threatening to shoot her. The victim then produced a knife to protect herself. The suspect pulled an object that the victim thought might have possibly been a handgun. Both the victim and suspect fled the scene. The suspect is described as a Latino male, 18 to 23 years of age, 5'9" to 5'11", 160 pounds, wearing all white clothing.

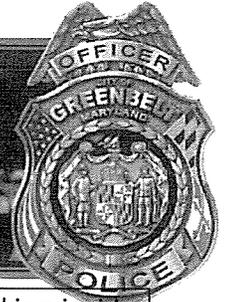
GREENBELT EAST/GREENWAY SHOPPING CENTER

10/08 3:10 P.M.	7300 block Greenbelt Road. Theft. The victim advised that her wallet was taken from her purse at the Poyo Cabanna Restaurant.
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A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



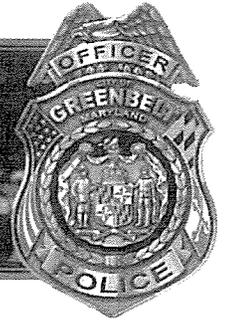
10/09 12:01 A.M.	7600 block Greenbelt Road. Robbery. The victims advised that they were working inside the garage at the Greenbelt Exxon when two suspects got out of a vehicle described as a black Acura MDX SUV. Both of the suspects produced handguns and ordered the victim's to the ground, with one suspect striking one of the victims in the head with a gun. The second suspect kicked the other victim in the face. After taking the victim's wallets both suspects then got back into the vehicle and fled the scene. One of the victims refused treatment for a head laceration. The suspects are described as a black male, 5'5" to 5'7", 130 to 165 pounds, wearing denim jeans, a black hooded sweatshirt and a black mask and a black male, 5'7" to 5'9", 150 to 190 pounds, wearing denim jeans, a black hooded sweatshirt and a black mask. A third unknown suspect was driving the vehicle.
10/10 6:37 P.M.	7300 block Sunrise Court. Possession of marijuana arrest. Christopher Jameel Rashad Richmond, 21, of Greenbelt was arrested and charged with Possession of Marijuana by officers responding to a report of a suspicious occupied vehicle. The suspect was released on citation pending trial.

Automotive Crime - City Wide

10/06	8200 block Canning Terrace. Vandalism to auto. Unknown person(s) drilled a hole in the gas tank of a vehicle.
10/07	7500 Greenbrook Drive. Unknown person(s) possibly used a rock to break out the rear windshield of a vehicle.
10/09	9100 block Edmonston Terrace. Stolen auto. A 2006 Honda Accord 4-door. The vehicle was recovered October 12 th in the 9100 block of Edmonston Court. No arrests.
10/09	7800 block Lakecrest Drive. Vandalism to auto. Unknown person(s) drilled a hole in the gas tank of a vehicle.
10/10	7800 block Mandan Road. Attempt theft from auto. Unknown person(s) entered a possibly unlocked vehicle. The vehicle was rummaged through, but nothing appeared to have been taken.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



CRIME REPORT TALLY SHEET

WEEK OF OCTOBER 12, 2016

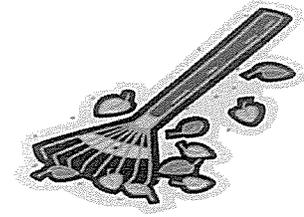
The following list is comprised of the actual numbers of offenses reported during the week. Not all reports are included as narratives, only incidents of interest, unusual or public safety related items are included.

<u>GENERAL CRIMES</u>		<u>GENERAL CRIMES (CON'T)</u>	
Carjacking		Animal Bite	
Rape (Suspect known to victim)	1	Disruption of School Activities	
Armed Robbery	2	Transporting a Handgun in a Vehicle	
Attempt Armed Robbery		Reckless Endangerment	
Strong Armed Robbery		Emergency Commitment Petition	1
Attempt Strong Armed Robbery		Missing Person	
Burglary	4	Fraud	
Attempt Burglary		Unattended Death	
Assault	2	Alcohol Violation	
Domestic	2	False Report	
Drugs	1	Harassment	
DUI/DWI		Field op (suspicious person)	1
Theft	3	Notification for other agency	
Vandalism			
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	1
Trespass		Recovered Stolen Vehicles	1
Disorderly Conduct		Recovered Stolen Tags	
Failure to Obey Lawful Order		Theft From Vehicles	
Credit Card Offense		Attempt Theft From Vehicles	1
Telephone Threats	1	Attempt Theft of Vehicle	
Counterfeit Money		Vandalism to Vehicles	3
Indecent Exposure (Anonymous hang-up call)	1	Accidents	8



Department of Public Works

Week Ending October 14, 2016



ADMINISTRATION

- Continued inspections of the Greenbelt Forebay Project.
- Continued inspection duties on the Greenbelt Dam Project.
- Met with the manufacturer to look at various fan coil units at the Community Center.
- Jim Sterling, the Human Resource Director and the City Manager interviewed candidates for the Assistant Director position.

STREET MAINTENANCE/SPECIAL DETAILS

- Took down unwanted signs and checked for graffiti.
- Pushed debris at Northway Fields.
- Repaired banners.
- Transported risers to Schrom Hills Park for Moonlight Movies.
- Re-marked the parking lot along with the handicap sign at the McCarl's dental office.
- Installed thermo plastic stop lines throughout East Greenbelt.

HORTICULTURE/PARKS

- Cut grass throughout the City.
- Filled in a sink hole on the outskirts of the playground at 1 Court of Southway.
- Blew leaves off blacktop walkways.
- Prepared ballfields for league play.
- Transported picnic tables to Schrom Hills Park for Fall Fest.
- Assisted the contractor with the installation of the fan coil units at the Community Center.
- Cleaned the pavilions and made sure picnic tables were ready for Fall Fest at Schrom Hills Park.
- Worked on the door jambs at the *News Review* office.
- Removed dead/hazardous trees and pruned a large oak tree on Gardenway.
- Cleaned the landscaping at the Police Station.
- Met with and reviewed the 2015 Pepco Vegetation Management Plan to be completed next week.

FACILITIES MAINTENANCE

- Assisted the contractor with installation of the fan coil units at the Community Center.
- Painted the iron gate at the Greenbelt Cemetery.
- Changed filters in various City buildings.

REFUSE/RECYCLING/SUSTAINABILITY

- Collected 25.35 tons of refuse and 10.76 tons of recyclable material.
- William Smith held an active shooter training for staff.
- Hauled scrap tires to the landfill.
- Cleaned up Greenbelt East recycling center.
- Composed Green ACES minutes and sent to group for comments. Sent Green Team's Stream Group Circle report to Green ACES, Public Works, Planning, and the City Manager as requested by the circle. Composed the October agenda.
- Continued taking the Erosion & Sediment Control Training Course.
- Attended the Zero Waste Circle meeting.
- Prepared for and attended the Festival del Rio Anacostia on Saturday.
- Assisted intern with setting up for the Columbus Day of Service to remove English ivy at Buddy Attick Park where five (5) volunteers liberated 15 trees.
- Edited and submitted the proposal to the Jim Cassels and Greenbelt Community Foundation grants for a TerraCycle Drop-off Center.
- Submitted a *News Review* article about composting pumpkins.
- Sent emails to recruit volunteers for composting pumpkins, Clean-Up Green-Up, and America Recycles Day.

AUTO MAINTENANCE

- Started preparing certain vehicles for winter.
- Replaced the batteries on a dump truck and rewired some cables.
- Performed preventative maintenance on a pick-up.
- Replaced the brooms and the gutter broom mower on Sweeper #199.
- Repaired the front suspension on two pick-up trucks.

Greenbelt Recreation Department

Weekly Report

Week Ending October 14, 2016

ADMINISTRATION:

- Attended the Council Meeting for the approval of the new Recognition Group application process.
- Finalized the October 19 PRAB Agenda. Greg Varda will attend the meeting to review and answer questions about the approved Recognition Group application.
- Final edits were made to the Marketing and Communications audit survey. The survey went live to participants in our data base for the past two years (actual FY14 and actual FY15); stay tuned for results!
- Budget process has begun and the first set of reports from staff is due to the Management Team by 10/21/16.
- Scheduled a Supervisors meeting for Tuesday, October 18 at the Youth Center.
- Director plans to stop by the information day at Lakeside North Apartments and Fall Fest at Schrom Hills Park scheduled for this weekend. Met with Aquatic and Fitness Center staff to review various items.
- Attended Youth Advisory Committee meeting where Ema Smith was elected as the new Chair of the Committee.
- Work on the Springhill Lake Gym floor began. The gym will remain closed until October 30.
- Held meeting with staff to review and prepare schedule of Weather and Information Hotline assignments for the winter months.
- Met with CARES and Police staff to discuss issues encountered with a facility patron.
- The Recreation and Park Facilities Master Plan was publicized on the E-Maryland Market Place website, the City website and the *Greenbelt News Review*.

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

- 2016 Fall program registration continued on a space available basis.
- Continued planning for Fall Fest, Halloween, and the remainder of our Moonlit Movie Series.
- Fall Fest is Saturday, October 15 from 2pm – 5pm at Schrom Hills Park. Highlights of the event include a pumpkin patch, pumpkin crafts, hayrides, moon bounce, inflatable games, live music, mechanical bull ride, fitness zone clinic and much more! Enjoy delicious food and drink while supporting the Greenbelt Babe Ruth and Greenbelt Soccer Alliance programs. Babe, our Moonlit Movie, will be shown at 7:00pm. The weather forecast calls for a sunny day in the mid 60's, so please join us to celebrate Fall in Greenbelt this weekend.
- School's Day Out programs are scheduled for Friday, October 21, Monday, October 31 and Tuesday, November 8. Registration and planning for activities and staffing for the fun filled days continued.
- Attended Youth Advisory Board meeting.
- Attended Labor Day Committee Evaluation meeting.
- Winter 2017 Activity Guide production continued as staff finalized plans for Winter classes, programs and special events, as well as continued the editing process of the quarterly guide.
- Began FY17/18 budget preparation.

AQUATIC AND FITNESS CENTER:

- GAFC staff invited to participate in MRPA General Membership Panel discussing Professional Development within the field of Recreation.
- Public Works and a contactor began the process of replacing damaged window panes on the indoor pool deck.
- Conducted the monthly merchandise and uniform inventory audit.
- Pumpkin Olympics email blast sent to city employees and patrons.
- Patrons receive \$1.00 off of their daily admission on Friday, October 14, 2016 if they wear or display the pink ribbon to increase awareness of the Breast Cancer disease.

COMMUNITY CENTER:

- The HVAC replacement project is in its second week. 57 of the 72 new units have been installed.
- Congratulations to Becky Sutfin for being recognized by the American Red Cross as an outstanding Blood Drive coordinator. The City summer Blood Drives exceeded goals each time.
- Coordinator attended the October session of the Maryland Recreation and Parks Association Leadership Institute in Howard County.
- Supervisor has been communicating with the WSSC FOG (Fats Oils & Grease) Unit Coordinator in regard to food operations in the Kitchen being required to have a grease trap permit. The facility currently has two permits for the grease trap and this additional requirement will add a permit for each existing and future food operation, with the fees passed onto the food operation. It is estimated the WSSC will receive \$1,500 per year in permit fees for the grease trap.
- Supervisor continued to field inquiries in regard to food operations rentals for the Commercial Kitchen. There have been 171 inquiries since April 2015. There are currently six caterers who received all permits and may rent the Kitchen.
- The facility hosted an American Red Cross Blood Drive.
- There were 4 facility reservations processed.
- There were 2 private rentals and 17 pattern rentals.
- The following groups received free space: Golden Age Club, Greenbelt Concert Band, Girl Scout Troop #23007, Girl Scout Troop #2799, PG Peace & Justice Caucus, Greenbelt Arts Center, Greenbelt Labor Day Committee, Charlestowne Village, Greenbelt Baseball, Greenbrook Estates and Greenbelt Community Foundation.
- The following City groups received space: City Council, Be Happy, Be Healthy Volleyball & Yoga, Senior Citizen's Advisory Committee, CARES and Advisory Planning Board.

ARTS:

- A special woodfire workshop will take place this weekend at Monocacy River Pottery. Staff are also coordinating a fall workshop with Mom's Morning Out presented by the Prince George's African American Museum and Culture Center.
- The winter program schedule and brochure are in development. Ceramics workshops will be offered next session at the Community Center with guest artists Janet Greer and Trisha Kyner.
- Participated in an open studio tour throughout last weekend, visiting dozens of studios and meeting with artists as part of our ongoing recruitment efforts for the art gallery.
- Prepared materials for the FY18 budget.
- Ongoing tasks include: processing Art and Craft Fair exhibitor registration; preparing for the implementation of newly updated Recognition Group application procedures; routine program marketing (web page, email blasts, fliers, Facebook); booking performances and planning workshops for FY17 Artful Afternoons and Community Art Drop-In days.

THERAPUTIC RECREATION:

- Thirty-five seniors traveled to Shrewsbury, PA to pick apples (and raspberries) on Thursday. All had a great time as it was a beautiful fall day. Lunch was at the Markets at Shrewsbury and then they went for some tastin' at Naylor's Winery.
- The annual Oktoberfest was held Friday. Entertainer Helmut Licht provided the music and then fresh picked apples, along with hot cider and pigs in a blanket were served.