



I'm looking for...



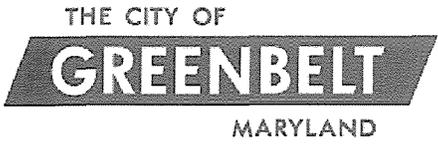
GOVERNMENT CITY SERVICES COMMUNITY VISITING I WANT TO...

October 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	01 GEAC Candidates' Night Purple Light Nights Lighting Ceremony Leave No Trace-10 Essentials of Hiking	02	03 Contra Dance, 7pm, CC
04 E & F Democratic Club-Immigration Talk, 3pm, Greenbriar Artful Afternoon & DIY Costume Workshop, 1pm, CC	05 No Meeting	06	07 Work Session - Hotels, 8PM, CC	08 Leave No Trace--5 Hikes to MD Waterfalls	09	10
11 Greenbelt Concert Band, 2:30pm, American Legion	12 Youth Advisory Committee, 5:30pm SHL No Council Meeting Columbus Day of Service Weed Warriors	13	14 Advisory Planning Board, 7:30pm, CC Work Session - Roosevelt Center Merchants, 8PM, CC Business Networking Coffee, 7:30am, MB	15 Free Prostate Screenings, 3:30pm, Doctors	16	17 Early Voting in Greenbelt East, 9AM-1PM Shredding Day, 9am-noon, RC Parking Lot Pumpkin Walk Clean Up, 10am-12pm, Northway Fields
18 Early Voting in Greenbelt East, 11AM-2PM	19 Early Voting - Greenbelt Municipal Building Regular Meeting, 8PM, MB	20 Early Voting - Greenbelt Municipal Building Greenbelt Health and Wellness Fair	21 Park and Recreation Advisory Board, 7:30pm, CC-CANCELLED Early Voting - Greenbelt Municipal Building Work Session - WMATA Access Trail/Buddy Attick Park Design Consultant Selection, 8PM, CC District 6 School Board Representative Community Session, 6pm, Just Middle School	22 Forest Preserve Advisory Board, 7pm, CC Early Voting - Greenbelt Municipal Building Four Cities Meeting -- 7:30 PM; Greenbelt	23 Early Voting - Greenbelt Municipal Building Community Pumpkin Carve Off, 5-8pm, Roosevelt Center Utopia Film Festival, Greenbelt Theatre & Arts Center American Red Cross - BLOOD DRIVE	24 Early Voting in Greenbelt West, 9AM-1PM Electronics Recycling, 9am-12noon, PW Schrom Fest Zero Waste Event Utopia Film Festival, Greenbelt Theatre & Arts Center 3 Sisters Garden Sculpture Dedication, 4pm, Schrom Hills Park Pumpkin Walk, 5-8:30pm, Northway Field Extended Fall Fest, 2-6pm, Schrom Hills Park
25 MML Conference Early Voting in Greenbelt West, 11AM-2PM Utopia Film Festival, Greenbelt Theatre & Arts Center	26 Early Voting - Greenbelt Municipal Building MML Conference-No Meeting	27 Advisory Committee on Education-Annual PTA Presidents, 6:30pm, MB Green ACES and Green Team, 7:30pm, CC Early Voting - Greenbelt Municipal Building	28 Senior Citizen Advisory Committee, 7pm Community Center Advisory Planning Board, 7:30pm, CC Early Voting - Greenbelt Municipal Building MML Conference-No Meeting Free Flu Clinic	29 Early Voting - Greenbelt Municipal Building District 2 School Board Representative Listening Session, 6pm, Greenbelt Middle	30 Early Voting - Greenbelt Municipal Building Costume Contest & Parade, 4pm, Roosevelt Center	31 Pumpkin Olympics, 10am, GAFC Ghoul Skate Party, 1pm, SHL Trick or Treat, 6-8pm



I'm looking for...

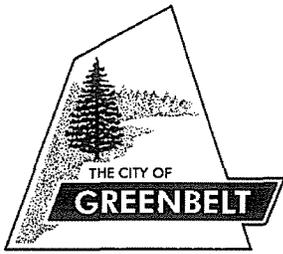


GOVERNMENT CITY SERVICES COMMUNITY VISITING I WANT TO...

November 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
01 3 Sisters Garden Sculpture Dedication, 3pm, CC	02 No Meeting	03 Arts Advisory Board, 7pm, CC City Council Election	04 National League of Cities- No Meeting	05 National League of Cities- No Meeting GEAC Legislators Meeting Free Produce Distribution	06 National League of Cities- No Meeting	07 National League of Cities- No Meeting Contra Dance, 7pm, CCC
08	09 Youth Advisory Committee, 5:30pm Schrom Hills Park Work Session - Organization of 41st Council, 7:30PM, MB- Library Charter Meeting - Swearing In of 41st Council, 8PM, MB	10	11 Advisory Planning Board, 7:30pm, CC City Holiday - Veterans Day	12	13	14 3 Sisters Garden Sculpture Dedication, 1pm, SHL
15 America Recycles Day	16 Executive Session - Legal Counsel/Aquisition of Property, 7:00PM, MB - Library Work Session - Greenbelt Station Phase III Detailed Site Plan, 8PM, MB	17	18 Senior Citizen Advisory Committee, 7pm Community Center Park and Recreation Advisory Board, 7:30pm, CC Work Session - Cherrywood Lane Green & Complete Street Redesign, 8PM, CC	19 Forest Preserve Advisory Board, 7pm, CC	20 American Red Cross- BLOOD DRIVE	21
22	23 Regular Meeting, 8PM, MB	24 Green ACES and Green Team, 7:30pm, CC	25 Advisory Planning Board, 7:30pm, CC No Meeting	26 City Holiday - Thanksgiving Gobble Wobble, 9am, YC	27 City Holiday	28
29	30 Work Session - Capital Office Park, 8PM, MB	01	02	03	04	05





City Manager's Report Week Ending October 30, 2015

1. Council - Best of luck in the upcoming election! The time you dedicate and the effort you put in on behalf of making Greenbelt a great place to live is greatly appreciated!
2. City Clerk conducted early voting. As of noon today, 320 people have voted, down 10% from two years ago (355).
3. Discussed with Acting Public Works Director notice from Prince George's County about closing of Materials Recycling Facility and options for handling the City's collections.
4. Following a letter to the *News Review* on taxes in the October 22 edition, the Assistant City Manager, City Solicitor and I have begun researching the history of the M-NCPPC tax as it relates to annexation. In brief, State legislation was passed in 1996 setting Greenbelt's boundaries for purposes of the M-NCPPC Park Tax. As a result, Greenbelt Station residents are not getting the same break in this tax that other Greenbelt residents do. Staff will have a report on this issue for Council by mid-November.
5. Attached is an explanation of sewer line rehabilitation work which WSSC plans to do in the coming months.
6. Attached are the monthly financial report for September and the quarterly hiring report and the monthly theater report. We are on target budget wise.
7. The quarterly Crisis Intervention Counselor report has been modified to more accurately report activity. A memo explaining the modifications is attached along with the report for April thru June of this year.
8. Reviewed with Greenbelt CARES Director a proposal for CARES to not run the Strengthening Families Program since interest in the program has declined. Instead, those funds will be used to offer a different, shorter parenting program, a bullying prevention program and possibly a program to help with addictions. A description is attached.
9. Enclosed is an update to Council Action Request (CAR) 2015-32 related to bench/table by the Step Club.
10. Met with the City Solicitor to review a number of matters.
11. Met separately with IT Director and the Recreation Director to get update on on-going projects.

12. Assistant City Manager
 - a. Attended MML Fall Conference in Cambridge.
 - b. Helped City Clerk with Election.

13. Finance Department
 - a. Completed first draft of Management Discussion & Analysis for FY2015 CAFR.
 - b. Met with Recreation, CARES and Police Department staff to work toward completion of FY2017 Tax Differential Application.

14. Information Technology
 - a. Troubleshoot Parking Enforcement LPR installation
 - b. Attended a new Call Box demo
 - c. Continued setup of replacement file server
 - d. Installed new card printer at Youth Center
 - e. Long term storage planning discussions

15. Prepared for election on November 3.

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

CITY OF GREENBELT, MARYLAND
MEMORANDUM

RECEIVED
OCT 28 2015

TO: Michael P. McLaughlin, City Manager *MPM*
FROM: Terri S. Hrubby, Assistant Planning Director *J*
VIA: Celia Craze, Director of Planning and Community Development *CWC*
DATE: October 26, 2015
SUBJECT: WSSC – Construction in the Right-of-Way Permits

The Washington Suburban Sanitary Commission (WSSC) reached a Consent Decree with the U.S. Environmental Protection Agency, the Maryland Department of Environment and several local environmental groups to implement various rehabilitation programs that will extend the useful life of its aging sewer system. Work to be undertaken includes renewing, replacing and repairing sewer pipes. Also where sewer components interact with streams, WSSC will be doing rehabilitation work, including restoration of impacted streams.

Staff recently reviewed and approved construction in the right-of-way permits for WSSC to complete sewer rehabilitation work in several locations in Greenbelt. Planning staff worked closely with Jim Sterling in the review and issuance of the permits, and a number of revisions were made to the originally submitted plans to avoid and/or minimize tree impacts and impacts to trails and fields.

Several projects are minor in nature and entail accessing manholes for bypass pumping or trenchless mainline lining. However, there are four off road projects that greater impacts associated with them and where staff delayed permit approval until revised plans were submitted that addressed staff's concerns to the extent possible. The four project locations are (refer to the attached drawings):

1. Buddy Attick Lake Park along the south end and west side of the trail system
2. Along the west side of the Public Works property
3. In the wooded area to the east of the stream that runs along the Aquatic & Fitness Center/Braden Field. The project requires WSSC to cross the stream to access a manhole located in the woods
4. Along the trail adjacent to the tennis courts

The four projects above involve bypass pumping and trenchless mainline lining through existing manholes. For these areas, staff worked closely with WSSC and its contractor to revise the plans to address tree and trail impacts. Tree impacts were avoided except in project number three where understory and two large trees need to be removed in order for WSSC to access a manhole. WSSC has submitted a reforestation plan. The reforestation plan submitted was

based on the original designs plans and staff foresees less plantings since tree loss has been reduced in the revised plans. The original plans called for the following trees and shrubs to be planted: Five American Holly trees, six Sweetgum trees, one Tullip Poplar tree, one White Oak tree, two Red Maple trees and one Highbush Blueberry shrub. Staff has requested that if a revised reforestation plan is proposed it must be reviewed and approved by city staff prior to work commencing in this project location. Also, a condition of WSSC's permit is that trees to be planted under power lines should be selected from the recommended replacement list compiled by the Advisory committee on Trees.

For the Buddy Attick Lake Park project a temporary trail access will be installed at the end of Lakecrest Drive for times when the existing lake trail may have to temporarily be closed for construction access. It is anticipated that the lake trail will be open for the majority of the project, but temporary closure of certain segments may be required for brief periods of time. Where available, WSSC will be using existing paths to access manholes with an understanding it is responsible for restoring paths to their original condition.

Staff notes that there is an additional project that WSSC has requested a City permit for that involves a stream restoration project on Parcel B, which is adjacent to the Sunrise Preserve Area. While no work is proposed in the Forest Preserve parcel, staff believes the scope of the stream restoration project warrants a full city review, including City Council approval. Staff is waiting for a response from WSSC.

WSSC is anxious to begin work, and it is anticipated work will start in the next few months. Staff will be monitoring the work for compliance with approved permits.

City of Greenbelt, Maryland

Memorandum

To: Michael P. McLaughlin, City Manager *MPM*
From: Jeffrey L. Williams, City Treasurer *JW*
Date: October 13, 2015
Subject: September 2015 Financial Report

Revenues

Revenues are 62.3% of the adopted budget compared to 62.2% in FY 2015 and 65.0% in the most recent five fiscal years. Real estate tax revenue is 98.6% which is 1.2% lower than a year ago. Typically, this shortfall would be difficult to overcome. However, the residential construction in Greenbelt Station has changed the real estate revenue pattern. While this new community is in the construction phase, the City should expect quarterly additions to the assessable base for real estate property which will close some and possibly all of this gap.

FY 2016 is the final year of the triennial assessment period. The owners of 6406 Ivy Lane (14th Springhill Lake Partnership) received abatements of \$159,400 in September. Approximately \$90,000 of the abatement relates to fiscal years 2014 and 2015. The last abatement for this property was in November 2012 which was the final year of the triennial assessment period ended in FY 2013. It is not unusual for large commercial properties to receive multiple abatements late in an assessment period.

In fiscal years in 2014 and 2015, the City received one-time payments of approximately \$220,000 from the State for Highway User Revenue (HUR). This payment was approved by the State for FY 2016, but it has not been received yet. This accounts for the unfavorable comparison in the revenue worksheet that shows much higher FY 2015 and historical percentages.

The first quarter payment for the State Aid for Police Protection (SAPP) was \$111,662 which means the State estimate at this time for Greenbelt's SAPP grant is approximately \$447,000 or \$32,000 lower 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 2016. However, early results show that speed and red light camera revenues are \$13,000 and \$10,000 higher respectively than their pace of a year ago.

Recreation revenues, excluding the Aquatic & Fitness and Community Centers, are in line with the results from FY 2015 and the five-year historical average. Fitness Center revenues will be lower this fiscal year compared to previous years due to the closing of the facility for the construction of the new roof over the indoor pool.

First quarter revenue places the City in a good financial position to meet the City's needs for the remainder of FY 2016.

Expenditures

Expenditures are 25.0% of the adopted budget compared to 25.8% in FY 2015 and 27.0% historically. The salary and benefit component of expenditures is 25.1% of the adopted budget which is 1.2% lower than a year ago and 0.7% lower than the historical average. Operating expense, e.g. utilities, building maintenance, etc. is 25.5% which is 3.1% higher than FY 2015, but in line with the historical average of 25.0%.

Premiums for workers' compensation insurance are currently \$60,000 higher 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 2015 salaries. The credit is expected to be approximately \$40,000. Therefore, this line item will be relatively close to the adopted budget upon receipt of the premium credit.

FY 2016 expenditures are in line with staff expectations.

City of Greenbelt
Revenues - FY 2016 vs. Historical
September

Account Number	Description	FY 2016	Sep-15	% of FY 2016 Budget	% of FY 2015 Actual	Historical %
Taxes						
411100	Real Estate	\$15,578,100	\$15,361,291	98.61%	99.79%	99.77%
411210	Real Estate Abatements	(300,000)	(161,922)	53.97%	4.86%	1.96%
411220	Homestead Credit	(20,000)	(18,836)	94.18%	100.40%	100.02%
411230	Homeowner's Credit	(50,000)	(2,882)	5.76%	8.92%	8.29%
Personal Property						
412100	Local	12,000	4,633	38.61%	28.05%	30.38%
412110	Utility	290,000	0	0.00%	9.90%	6.84%
412120	Corporate	1,400,000	212,061	15.15%	21.74%	20.75%
412140	Local - Prior Years	200	0	0.00%	5.87%	76.48%
412160	Corporate - Prior Years	30,000	49,330	164.43%	3.75%	36.81%
412200	Abatements	(80,000)	(1,436)	1.80%	35.58%	28.30%
Other Taxes						
421100	Income	2,434,000	56,756	2.33%	2.29%	2.18%
421200	Admissions	145,000	0	0.00%	0.00%	0.00%
421300	Hotel/Motel	710,000	0	0.00%	0.00%	0.00%
422100	Highway	362,000	0	0.00%	69.36%	51.79%
Licenses						
431000	Permits	1,094,000	100,957	9.23%	7.48%	10.14%
433400	Cable	415,000	0	0.00%	0.00%	0.00%
Grants - State						
442101	Police	479,400	111,662	23.29%	25.70%	25.01%
442102	Youth Service	65,000	0	0.00%	0.00%	0.00%
Grants - County						
443106	Landfill	57,700	0	0.00%	25.00%	10.00%
443102	Youth Service	30,000	0	0.00%	0.00%	0.00%
443108	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	657,000	0	0.00%	0.00%	0.00%
452000	Recreation	721,200	260,782	36.16%	39.06%	37.52%
453000	Fitness Center	530,600	131,984	24.87%	30.04%	29.35%
454000	Community Center	213,100	26,210	12.30%	16.37%	18.03%
460100	Fines/Foreitures	135,000	56,202	41.63%	20.40%	28.50%
460200	Red Light Cameras	300,000	97,461	32.49%	28.50%	25.51%
460300	Speed Cameras	350,000	116,849	33.39%	15.62%	13.32%
470000	Interest	1,000	122	12.20%	35.79%	8.88%
480400	Partnerships	126,000	5,583	4.43%	4.36%	9.35%
	Miscellaneous	433,800	70,007	16.14%	5.85%	9.97%
	Total	\$26,434,100	\$16,476,814	62.33%	62.19%	65.03%

City of Greenbelt
Expenditures - FY 2016 vs. Historical
September

Acct. No.	Department	FY 2016 Budget	Sep-15	% of FY2016 Budget	FY 2015	Historical %
100	General Government					
	Salary/Benefits	\$2,161,900	\$524,706	24.27%	25.47%	25.81%
	Operating Expense	707,900	186,667	26.37%	24.23%	27.13%
	Capital Outlay	7,000	903	12.90%	38.95%	0.00%
	Total General Gov't	2,876,800	712,276	24.76%	25.16%	26.14%
200	Planning/Comm. Dev.					
	Salary/Benefits	817,800	200,853	24.56%	26.42%	26.68%
	Operating Expense	252,700	10,742	4.25%	3.52%	10.78%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total Plan. & Comm. Dev.	1,070,500	211,595	19.77%	19.69%	23.73%
300	Public Safety					
	Salary/Benefits	8,568,500	1,998,271	23.32%	25.14%	24.22%
	Operating Expense	1,430,500	386,580	27.02%	28.27%	29.25%
	Capital Outlay	327,000	0	0.00%	2.38%	12.22%
	Total Public Safety	10,326,000	2,384,851	23.10%	24.83%	24.53%
400	Public Works					
	Salary/Benefits	1,866,100	400,766	21.48%	23.89%	23.43%
	Operating Expense	605,700	140,991	23.28%	17.64%	20.09%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total	2,471,800	541,757	21.92%	22.28%	22.59%
450	Waste Collection					
	Salary/Benefits	541,400	131,287	24.25%	24.39%	23.96%
	Operating Expense	184,300	39,060	21.19%	7.34%	11.85%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total	725,700	170,347	23.47%	20.16%	20.62%
	Total Public Works	3,197,500	712,104	22.27%	21.81%	22.11%
500	Cares					
	Salary/Benefits	921,100	222,213	24.12%	25.32%	25.11%
	Operating Expense	71,900	10,478	14.57%	22.76%	19.29%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total Cares	993,000	232,691	23.43%	25.14%	24.65%
600	Recreation					
	Salary/Benefits	2,421,800	801,298	33.09%	32.29%	31.67%
	Operating Expense	743,500	258,481	34.77%	27.85%	32.02%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total	\$3,165,300	\$1,059,779	33.48%	31.19%	31.75%
650	Aquatic & Fitness Center					
	Salary/Benefits	\$723,600	\$224,798	31.07%	30.17%	30.53%
	Operating Expense	371,400	90,001	24.23%	20.91%	20.19%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total	1,095,000	314,799	28.75%	26.91%	26.68%
	Total Recreation	4,260,300	1,374,578	32.26%	30.08%	30.41%

City of Greenbelt
Expenditures - FY 2016 vs. Historical
September

Acct. No.	Department	FY 2016 Budget	Sep-15	% of FY2016 Budget	FY 2015	Historical %
700	Parks					
	Salary/Benefits	1,004,200	264,051	26.29%	27.77%	28.63%
	Operating Expense	212,600	44,733	21.04%	20.93%	20.11%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total Parks	1,216,800	308,784	25.38%	26.53%	26.86%
900	Miscellaneous					
	Salary/Benefits	198,200	54,074	27.28%	25.55%	25.89%
	Operating Expense	29,200	6,083	20.83%	8.25%	7.16%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total Miscellaneous	227,400	60,157	26.45%	18.89%	20.19%
Operating Expenditures						
	Salaries/Benefits	\$19,224,600	\$4,822,317	25.08%	26.30%	25.82%
	Operating Expense	4,609,700	1,173,816	25.46%	22.39%	25.03%
	Capital Outlay	334,000	903	0.27%	3.14%	11.88%
	Total Operating Exp.	\$24,168,300	\$5,997,036	24.81%	25.13%	25.45%
985	Reserves/Fund Transfers					
	Res. Appr./Non-Dept.	191,000	27,635	14.47%	29.11%	10.20%
	IWIF Insurance	595,000	654,390	109.98%	100.00%	103.53%
	Interfund Transfers	1,745,200	0	0.00%	0.00%	0.00%
	Total Reserves/Non-Dept.	2,531,200	682,025	26.94%	35.43%	42.87%
	Total General Fund	\$26,699,500	\$6,679,061	25.02%	25.84%	26.99%

MEMO

To: Michael P. McLaughlin, City Manager *MPM*

From: Mary Johnson, Director of Human Resources *MJ*

Date: September 21, 2015

Re: CLASSIFIED EMPLOYEES HIRED FROM APRIL 1, 2015 THRU JULY 31, 2015

The following is a list of classified position openings from April 1, 2015 thru July 31, 2015. Included in this memo are the number of applications received for each position, the number of applicants interviewed for each position, who participated in the interview panel, if testing was done and the applicant who was hired for the position.

RECREATION SUPERVISOR

- 112 applications received
- 9 applicants were initially interviewed. The initial interview panel consisted of Julie McHale, Director of Recreation, Greg Varda, Assistant Director of Recreation, and me. The second interview panel consisted of the first panel and John Marshall, Chief of Parks & Program Services, Howard County.
- Second interviews were held and 4 applicants were re-interviewed (3 in-house and 1 outside applicant). The applicants consisted of 2 WF and 2 WM.
- **HIRED** – Ann Oudemans (WF) was hired. Ms. Oudemans has a Master's Degree in Recreation and was the past President of Maryland Recreation & Parks Association, Recreation & Leisure Services Branch. Ms. Oudemans worked for the City of Greenbelt as a Recreation Supervisor from October 1981 to August 1989. At the time of hire, Ms. Oudemans was a Special Education Instruction Asst. with Fairfax County Public Schools.

PARKING ENFORCEMENT OFFICER (P/T)

- 158 applications were received
- 4 applicants were scheduled for interviews. Two applicants were "no shows". Of the two applicants interviewed one was a BM and the other a WM. The interview panel consisted of Celia Craze, Director of Planning & Community Development, Chris Fields, Parking Enforcement Officer and me.
- **HIRED** – Charles Graham (WM) was hired. Mr. Graham has worked as a Park Ranger for us since October 2014. Prior to that he worked for MPSI Security Firm as a Sergeant Supervisor from 2012 to 2015 at which time he was laid off.

CRISIS INTERVENTION COUNSELOR (P/T)

- 30 applications were received



- 5 applicants were scheduled for interviews. One applicant cancelled the interview. The interview panel consisted of Liz Park, Director of Cares, Teresa Smithson and me.
- Second interviews were held and 2 applicants were re-interviewed. The applicants consisted of 1 BF and 1 WF.
- **HIRED** – Faith Adebule (BF) was hired. Ms. Adebule has a M.A. in Clinical Psychology and holds the certification of LGPC. She worked at Change Health Systems as a Mental Health Clinician. Prior to that, she worked at Mountain Manor Treatment Center as a mental health Counselor.

COMMUNITY DEVELOPMENT INSPECTOR I

- This position was posted in-house only. Mr. Crump was the only employee who applied.
- **HIRED** - Anthony Crump (BM) was hired in the classified service. Prior to this Mr. Crump served in this capacity as a non-classified employee. Mr. Crump is a retired Firefighter Rescuer from Montgomery County Fire & Rescue.

ADMINISTRATIVE ASSISTANT I

- 465 applications received
- 20 applicants were invited to participate in the Clerical Exam
- 11 applicants took the Clerical Exam
- 5 applicants passed the Clerical Exam and were interviewed
- **HIRED** – Mildred Debord (HF) was hired as an Administrative Assistant I in the Planning & Community Development Department. Ms. Debord was the Assistant Manager, Dulce Vida Bakery, Inc. Prior to this, Ms. Debord worked for Leake & Watts Services, Inc., NY, as an Administrative Assistant.

POLICE OFFICER

- 224 applications received and invited to testing
- 52 applicants participated in testing
- 24 passed both the physical agility and written portion of the test. As of now, we have 11 active candidates.
- **HIRED** – Konetta Brown (BF) and Sean Kennedy (WM)

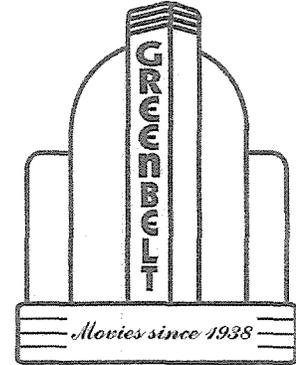
COMMUNICATIONS SPECIALIST

- 318 applications received and invited to testing
- 89 applicants participated in testing
- 25 applicants passed testing
- **HIRED** – Michael Halpert (WM) was hired as a Communications Specialist in the Police Department. Mr. Halpert worked as a Deputy Recruit for St. Mary's County Sheriff's Office from June 2015 – April 2014.

Jobs were advertised in-house, www.greenbeltmd.gov, Washington Post, Diversity working.com, Latpro.com, Diversity-Job.com, USMilitary.com, IHireVeterans.com, Hire-A-Patriot.com, DisabilityJobs.net and indeed.com.

Friends of the Greenbelt Theatre

Memo



To: City Council
Cc: Mike McLaughlin
From: Caitlin McGrath
Date: 10/20/15
Re: Old Greenbelt Theatre
September 2015 Monthly Report

Dear City Council,

Attached please find our September financial report. As you can see, our financial profit and loss statement is far more detailed now that we have our Chart of Accounts fully in place. All our usual reports are included and, as you can see, we reached our goal of 600 new members, keeping the pace of just under 100 new members a month.

The news continues to be very positive. We had a great meeting with our accountant, who was pleased to see our actual budget aligning very well with our projected budget. Despite being a new venture, and having to work hard to gain back audiences that drifted away after nearly a year of closure, we are hitting all the marks we set for ourselves.

We had some great community events in September: the Aviva Kempner documentary, Rosenwald (a sold-out show!) and the free Pixar shorts for Labor Day were the two most memorable. We also held fundraisers for The Prince George's County Historical Society and MakerSpace.

If you have any questions about any of this information, or any data that isn't provided here, please let me know. (Caitlin@greenbelttheatre.org, or 301-456-5076.)

Best wishes,
Caitlin

Friends of Greenbelt Theatre

PROFIT AND LOSS

September 2015

	TOTAL
Income	
5100 Contribution Income	
5110 Donations	
5111 Individual Donations	1,205.00
5112 Corporate Donations	675.00
Total 5110 Donations	<u>1,880.00</u>
5120 Grants	
5123 City Of Greenbelt	8,333.33
Total 5120 Grants	<u>8,333.33</u>
Total 5100 Contribution Income	10,213.33
5200 Earned Income	
5210 Box Office	21,799.00
5220 Sales - Concessions	7,482.25
5230 Merchandise	235.00
5250 Sales - Membership	3,905.00
Total 5200 Earned Income	<u>33,421.25</u>
Total Income	\$43,634.58
Cost of Goods Sold	
6000 Cost of Goods Sold	
6100 Concessions	1,991.04
6200 Film COGS	
6220 Freight & delivery - COS	27.44
6230 Licensing/Distribution	7,759.07
Total 6200 Film COGS	<u>7,786.51</u>
6300 Taxes	
6310 Sales & Use Tax	529.73
6320 Amusement	1,513.50
Total 6300 Taxes	<u>2,043.23</u>
6400 Merchant/Credit Card Fees	323.02
6600 POS Fees	532.69
Total 6000 Cost of Goods Sold	<u>12,676.49</u>
Total Cost of Goods Sold	\$12,676.49
Gross Profit	\$30,958.09
Expenses	
7000 Expenses	
7100 Administrative Expenses	
7110 Advertising	2,049.46
7130 Bank Charges	51.40
7140 Dues & Subscriptions	135.70
7150 Freight & Delivery	19.71
7160 Insurance	

7162 Insurance - Liability	297.18
Total 7160 Insurance	<u>297.18</u>
7170 Legal & Professional Fees	
7173 Non Film Booking	250.00
Total 7170 Legal & Professional Fees	<u>250.00</u>
7180 General and Admin Expenses	
7181 Office Expenses	71.91
Total 7180 General and Admin Expenses	<u>71.91</u>
Total 7100 Administrative Expenses	<u>2,875.36</u>
7300 Payroll Expenses	
7310 Wages	10,775.31
7320 Taxes	3,963.41
7330 Benefits & Insurance	250.00
Total 7300 Payroll Expenses	<u>14,988.72</u>
7600 Building	
7620 Utilities	1,775.77
7630 Cleaning	1,650.00
Total 7600 Building	<u>3,425.77</u>
Total 7000 Expenses	<u>21,289.85</u>
Total Expenses	<u>\$21,289.85</u>
Net Operating Income	<u>\$9,668.24</u>
Net Income	<u><u>\$9,668.24</u></u>

Tuesday, Oct 13, 2015 02:32:01 PM PDT GMT-4 - Cash Basis

Greenbelt Theatre
 129 Centerway
 Greenbelt, MD 20770

BOX OFFICE SUMMARY for 9/1/2015 to 9/30/2015

BOX OFFICE SALES

Film	Running Dates	Screenings	Days	Sold	Void	Total	Gross	% Admits	% Gross	Rk
Grandma	9/18/2015 to 10/8/2015	31	13	806	0	806	\$6,246.00	32.50%	32.63%	1
Rosenwald	8/28/2015 to 9/23/2015	9	9	784	0	784	\$6,029.00	31.61%	31.50%	2
Phoenix	9/4/2015 to 9/17/2015	22	13	502	0	502	\$3,971.00	20.24%	20.74%	3
Meru	9/11/2015 to 9/17/2015	9	7	131	0	131	\$1,054.00	5.28%	5.51%	4
Monty Python and the	9/4/2015 to 9/4/2015	1	1	85	0	85	\$697.00	3.43%	3.64%	5
Blade Runner	9/18/2015 to 9/18/2015	1	1	60	0	60	\$508.00	2.42%	2.65%	6
The End of the Tour	8/21/2015 to 9/3/2015	3	3	36	0	36	\$296.00	1.45%	1.55%	7
National Velvet	9/26/2015 to 9/26/2015	1	1	25	0	25	\$151.00	1.01%	0.79%	8
The Reflektor Tapes	9/23/2015 to 9/23/2015	1	1	15	0	15	\$123.00	0.60%	0.64%	9
Zarafa	9/12/2015 to 9/12/2015	1	1	15	0	15	\$67.00	0.60%	0.35%	10
B.B. King: The Life	9/19/2015 to 9/19/2015	1	1	21	0	21	\$0.00	0.85%	0.00%	11

Box Office Totals 2480 0 2480 \$19,142.00

	Total	Gross
Sales for Show Times Before 5:00 PM	413	\$2,759.00
Sales for Show Times Starting 5:00 PM	2067	\$16,383.00

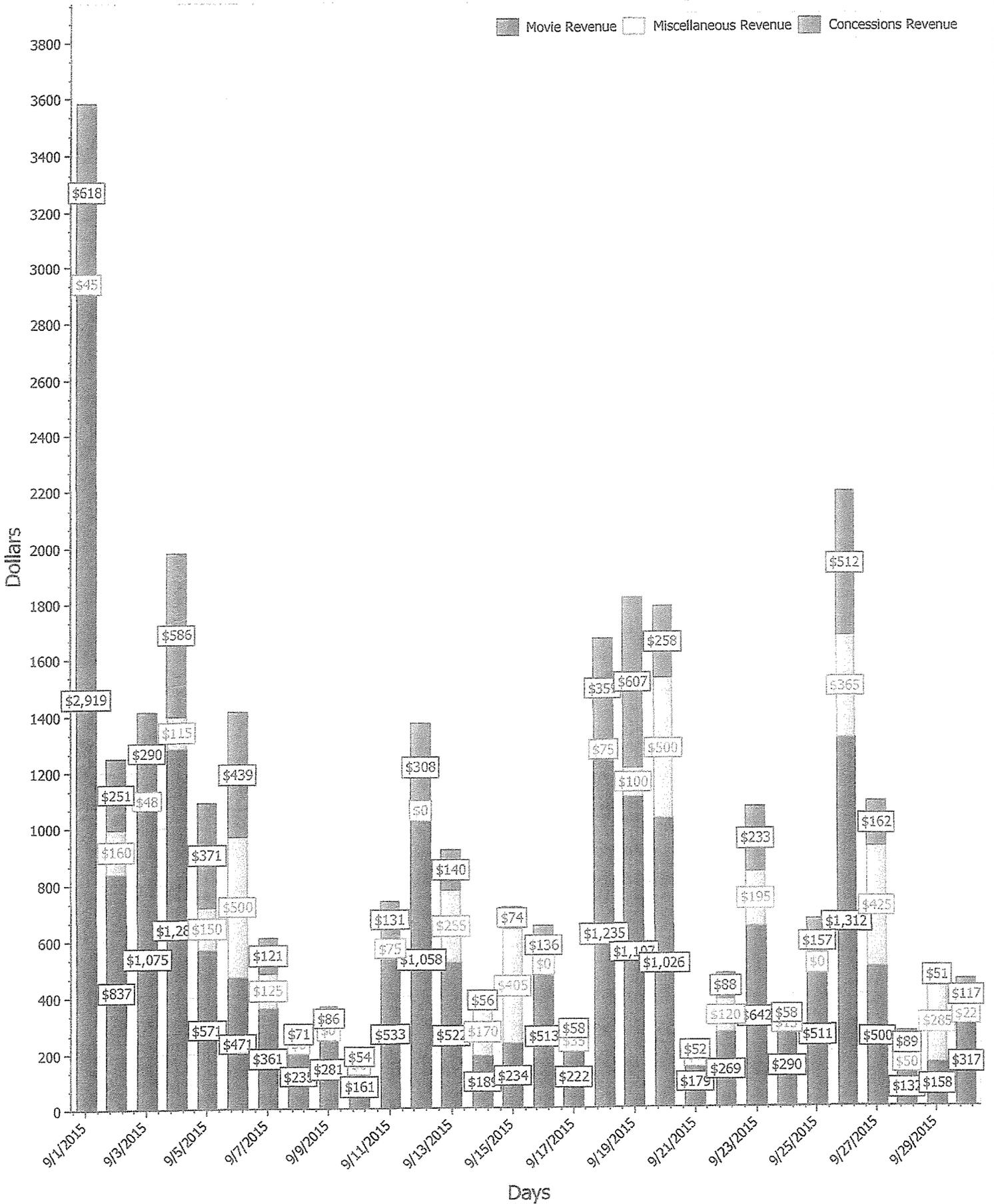
Greenbelt Theatre
 129 Centerway
 Greenbelt, MD 20770

OPERATING SUMMARY BY MONTH from Tuesday, September 01, 2015 to Wednesday, September 30, 2015

Month	Total Attendance	Total Revenue	Concessions Revenue	Misc Revenue	Movie Revenue	Total Showings	Average Ticket Price	Per Capita Concession
September	2,480	\$29,903.25	\$6,528.25	\$4,233.00	\$19,142.00	80	\$7.72	\$2.63
Totals	2,480	\$29,903.25	\$6,528.25	\$4,233.00	\$19,142.00	80	\$7.72	\$2.63
Weekday	1,156	\$13,187.25	\$2,500.25	\$1,673.00	\$9,014.00	41	\$7.80	\$2.16
Weekend	1,324	\$16,716.00	\$4,028.00	\$2,560.00	\$10,128.00	39	\$7.65	\$3.04

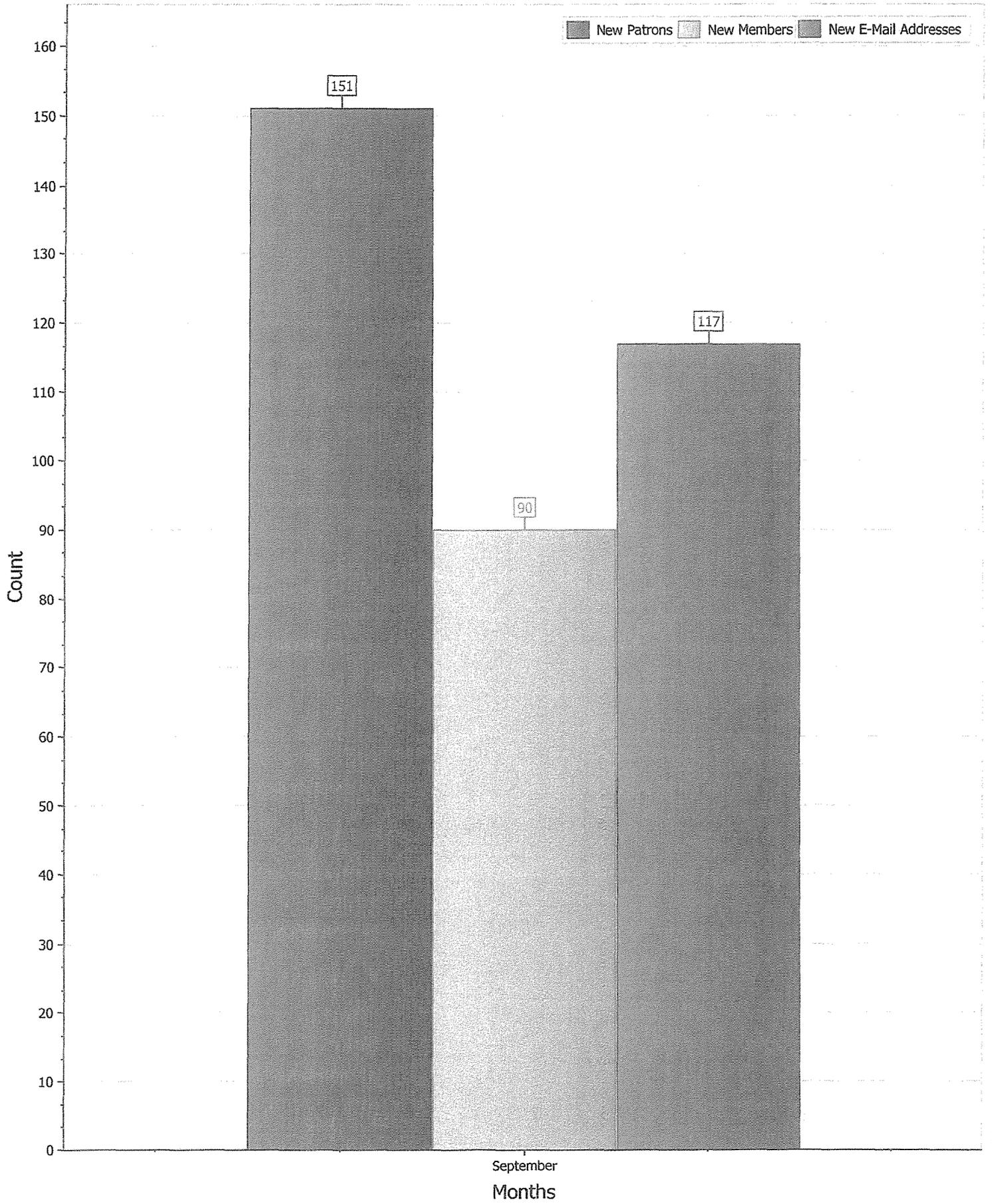
Greenbelt Theatre

Income Between Tuesday, September 01, 2015 And Wednesday, September 30



Greenbelt Theatre

/Members Between Tuesday, September 01, 2015 And Wednesday, September 02, 2015



FGT Community Events, August 2015

Date	Film Title	Category/Collaboration	Attendance
9/1/2015	Rosenwald with Aviva Kempner	Community Outreach	370
9/4/2015	Monty Python	Community Outreach	85
9/5-6/2015	Free Pixar films during Labor Day Festival	Family Programming	450
9/12/2015	Zarafa	Family Programming	15
9/13/2015	Prince of a County - PG Co. Historical Soc.	Community Outreach	40
9/19/2015	Blade Runner	Community Outreach	60
9/20/2015	B.B. King: The Life of Riley -- Blues Festival	Community Outreach	100
9/23/2015	The Reflektor Tapes	Community Outreach	15
9/26/2015	National Velvet	Family Programming	25
9/26/2015	Spare Parts	Community Outreach	30

Greenbelt Theatre
129 Centerway
Greenbelt, MD 20770

NEW MEMBERS BY MONTH from Tuesday, September 01, 2015 to Wednesday, September 30, 2015

Month	New Members
September	90
Total New Members :	90

Greenbelt Theatre
129 Centerway
Greenbelt, MD 20770

ACTIVE MEMBERSHIP SUMMARY for Tuesday, October 13, 2015

Membership	Quantity
Actor	14
Actor - Family	6
Adult	62
Couples	195
Director	3
Director - Family	1
Family	164
Founder's Circle	8
Senior	158
Star	4
Student	1
Student Gratis	6
Total	<hr/> 622

Memorandum

To: City Manager McLaughlin *MPM*
From: Liz Park, CARES *LP*
Date: 9/30/15
Re: Revised Crisis Intervention Counselors Quarterly Report

Attached is a new proposed Quarterly Report for the CIC program. We have updated the CIC data collection and now it is all in Access. This will make the data easier to retrieve and compile. The one change to the report is the elimination of the Summary of Direct Client Contact Hours. This data required the CIC to track the amount of time they spent each day working with various clients. This data was important for many years to ensure that the program was well utilized; however I believe this has been established. The summary chart below, of the time spent by CIC from 2011-2014 directly working with clients, shows that this time has increased over time. I believe the CIC do make good use of their time and that this is reflected better in the number of clients served and the types of issues they address with clients. Attached is a copy of the revised report.

	Crisis Counseling	Phone	GPD Call Out	Walk-in clients	Family Clinic	Group	Festival	Eviction relief	Home Visit	Other *	Total
2014	264	17	10	29	478	0	4	0	8	15	825
2013	223	39	13	38	484	89	4	1	4	24	919
2012	126	23	33	27	355	0	0	1	5	16	586
2011	201	11	13	14	333	6	0	3	0	11	592

CIC QUARTERLY ACTIVITY REPORT

Months/Year:

Prepared by:

TOTAL GPD PAGES and POLICE REFERRED CLIENTS

# Total Received	On-Site Intervention	Office Consultation	
		In Office	Telephone

GPD PAGE and POLICE REFERRED CLIENT LOCATIONS

Police Beat 1 Old Greenbelt	Police Beat 2 Springhill Lake	Police Beat 3 Greenbelt East	Police Beat 4 Beltway Plaza	TOTAL

OTHER CRISIS CALLS

# Total Received	On-Site Intervention	Office Consultation	
		In Office	Telephone

These are crisis calls not originating through the Greenbelt Police Department.

POLICE REPORT REFERRAL TOTALS

TOTAL # Received in Quarter	**Accepted Services at CARES	Letters Sent

Accepted Services = clients seeking services in direct response to letters sent.

TOTAL NON-POLICE CLIENTS

Total Received	Accepted Services Walk-In	Accepted Services Telephone	Accepted Referrals

SUMMARY of ALL CLIENT TYPES BY CATEGORY

Referral Source	Alcohol Drugs	Child Abuse/Neglect	Domestic Violence	ECP/Suicide	Family ¹ Issues	Grief/Death	Physical/Sexual Assault	Runaway/Missing Person	Homeless	Eviction Relief	Other ²
Police Reports TOTAL:											
Police Pages TOTAL:											
Non Police Crisis TOTAL:											
Non Police TOTAL:											

¹ Includes child abuse/neglect and family issues not included in domestic violence.

² Includes all other mental health related client issues.

TOTAL CLIENT REFERRALS Reported in Summary:

Ongoing CIC clients at Quarter's End:

Total Eviction/Rental Assistance Clients:

COMMENTS:

Memorandum

To: Chief Craze, Captain Moreland, City Manager McLaughlin
From: Liz Park, CARES *LP*
Date: 9/30/15
Re: Crisis Intervention Counselors' 2015 Quarterly Report

Attached is the quarterly report for the period of April - June 2015

CICs were engaged with police referred clients 5 times during the quarter. This number includes 3 direct pages from the police department and 2 clients responding to CIC outreach originating with police report outreach letters, direct police referrals and phone contact.

28 police reports were received this quarter and outreach letters were sent. 1 person responded to the letter and was provided support services.

CICs worked with 31 non-police referred clients. CICs had 5 on-going clients at the end of the quarter.

Total clients contacts for the quarter was 64.

18 Eviction relief Clients contacted CARES for services. 10 of those clients received monetary assistance. All clients received appropriate referrals.

Other Highlights for this Period Include:

During this quarter one of the CICs retired and one other notified the director that she would be leaving in June. Advertisement and interviewing for the 2 open positions began.

CIC QUARTERLY ACTIVITY REPORT

Months/Year: April - June 2015

Prepared by: S. Blair

TOTAL GPD PAGES and POLICE REFERRED CLIENTS

# Total Received	On-Site Intervention	Office Consultation	
		In Office	Telephone
5	3	2	0

GPD PAGE LOCATIONS and POLICE REFERRED CLIENTS

Police Beat 1 Old Greenbelt	Police Beat 2 Springhill Lake	Police Beat 3 Greenbelt East	Police Beat 4 Beltway Plaza	TOTAL
5	0	0	0	5

OTHER CRISIS CALLS

# Total Received	On-Site Intervention	Office Consultation	
		In Office	Telephone
5	0	2	3

These are crisis calls not originating through the Greenbelt Police Department.

POLICE REPORT REFERRAL TOTALS

TOTAL # Received in Quarter	Accepted Services at CARES	Letters Sent
28	1	28

Accepted Services = clients seeking services in direct response to letters sent. Number of letters sent varies based on issues such as permanent address out of area; current CARES client, etc.

TOTAL NON-POLICE CLIENTS

Total Received	Accepted Services Walk-In	Accepted Services Telephone	Accepted Referrals
31	18	12	1

SUMMARY of ALL CLIENT TYPES BY CATEGORY

Referral Source	Alcohol Drugs	Child Abuse/Neglect	Domestic Violence	ECP/Suicide	Family ¹ Issues	Grief/Death	Physical /Sexual Assault	Runaway/Missing Person	Homeless	Eviction Relief	Other*
Police Reports TOTAL: 28	0	3	4	8	0	5	7	1	0	0	0
Police Pages TOTAL: 5	0	0	0	0	0	5	0	0	0	0	0
Non-Police Crisis TOTAL: 5	0	0	2	1	0	2	0	0	0	0	0
Non-Police TOTAL: 26	3	0	0	0	2	0	0	0	1	13	7

¹Category includes child abuse/neglect and family issues not included in domestic violence.

*Includes all other mental health related client issues.

TOTAL CLIENT REFERRALS Reported in Summary: 64

SUMMARY of DIRECT CLIENT CONTACT HOURS – ALL CLIENTS¹

	Crisis Counseling	Phone	GPD Call Out	Walk-In Clients	Family Clinic	Group	Festivals	Eviction Relief	Home Visits	Other*	TOTAL
Hours	103	7	7	3	96			1			217

¹Direct client contact includes face-to-face contact with clients and direct services to clients. It does not include hours spent in staff meetings, supervision, paperwork, research, training and continuing education.

* Includes school meetings, DSS meetings, etc.

Ongoing CIC client cases at Quarter's End: 5

Total Eviction/Rental Assistance Clients: 18

COMMENTS:

INTEROFFICE MEMORANDUM

TO: MICHAEL MCLAUGHLIN, CITY MANAGER *MPM*
FROM: LIZ PARK, CARES *LP*
SUBJECT: CARES BUDGET
DATE: OCTOBER 27, 2015
CC:

In CARES FY16 budget, there is \$6,000 budgeted for the Strengthening Families Program (SFP). For the last few years, the SFP has not been as successful at attracting interested families and we are planning to move to the Active Parenting (AP) program. AP is shorter in duration lasting 8 weeks (SFP was 14 weeks) and will be facilitated by CARES staff. Staff were trained as AP Facilitators in FY15 with monies from the Prince George's Department of Family Service. CARES is working with ERHS and GBMS to ideally offer the program at one of the schools. The training is for parents of teenagers. <http://www.activeparenting.com/>

I would also like to use the money budgeted for SFP in 3 ways:

- 1) To offer a Bullying Prevention Group at Springhill Lake Elementary (SHLE). This will be run by Darren, Glenda and Ms. Mendoza, SHLE Parent Liaison. The school requested this group as bullying has been an issue at the school this year and last school year.
- 2) I would also like to use the funds to continue Glenda's role in the mentoring program on a limited basis. She will work with the youth there for 2-4 hours each week on Saturdays. We were not awarded the Federal mentoring grant we had submitted in partnership with several other county mentoring programs.
- 3) We are also researching starting some groups in the community related to addiction. Some of the funds would be put towards this effort. Teresa Smithson and one of the CICs will be trained in Smart Recovery. This is a model that is based on Cognitive Behavioral Therapy and is for individuals facing a variety of addictions. "The SMART Recovery 4-Point Program[®] helps people recover from all types of addiction and addictive behaviors, including: drug abuse, drug addiction, substance abuse, alcohol abuse, gambling addiction, cocaine addiction, prescription drug abuse, sexual addiction, and problem addiction to other substances and activities." <http://www.smartrecovery.org/> We would work with the STEP Club to establish this group.

Approved
MPM
10/27/15

Michael McLaughlin

City Mgr Rpt.

From: Terri Hruby
Sent: Thursday, October 29, 2015 10:21 AM
To: Michael McLaughlin
Subject: Step Club request for table and/or sitting area

Mike,

Staff has reviewed the Step Club's request for table and chairs/benches out front of its space. Whether the furniture is on private or public property, the City has review and approval authority per the façade easement. Staff does not feel the table and/or bench proposed by the Step Club is appropriate and has concerns about aesthetics, space limitations and equity. Staff is concerned that approval would set a precedent for other businesses that front Centerway to request tables and/or seating. Staff does believe that the east end of Centerway is lacking a seating area and recommends two benches similar to those installed on the west end near Curves be installed along Centerway in front of the Step Club space. Planning Staff met with Jim Sterling and Richard Fink and staff has identified an area between two street trees almost directly in front of the Step Club space. The benches would be placed to match the placement of those located on the west end. Public works plans to modify the benches so that they can accommodate an adopt a bench plaque.

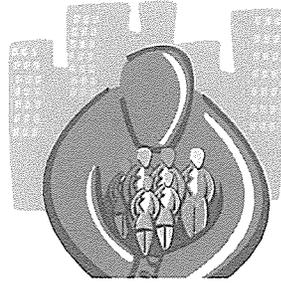
Please let me know if you have any questions.

Terri

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

CITY NOTES

Greenbelt CARES



Week Ending October 30

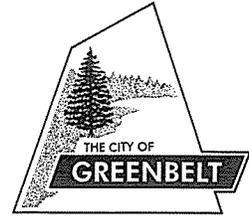
Darren Stephenson attended the Franklin Park Day on Saturday, October 17. This event was well organized and planned by the staff of Franklin Park. There were several vendors who displayed various merchandise and goods. There was music, dancing and food provided for the residents. Darren presented information on Greenbelt's upcoming early voting, programs at CARES, YAP, fresh produce giveaway, as well as informational packets on Self-esteem, Anger Management, Conflict Resolution, Tobacco usage, Domestic Violence, etc.

On Tuesday, Rosalind Ceasar, ACE Staff Liaison, attended the ACE annual meeting with PTA presidents. Greenbelt Elementary School, Greenbelt Middle School, Dora Kennedy French Immersion School and Eleanor Roosevelt High School presidents attended. Among the issues discussed were how to improve membership, participation and communication.

WEEKLY REPORT

Planning and Community Development

Week Ending: Friday, October 30, 2015



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

**CODE
ENFORCEMENT**

Commercial Property:	Walker Drive, 9200 Edmonston Road and Beltway Plaza were inspected.
Rental Property:	Five rental properties were annually inspected.
Apartments:	Lawrence Apartments were annually inspected; and Franklin Park was re-inspected.
Complaints:	One complaint from Franklin Park was logged regarding a water leak and mold in bedroom closet; and Eight prior complaints were re-inspected.
Windshield Inspections:	Greenbelt East and Beltway Plaza were observed.
Permits:	Eighteen permits were reviewed and issued.
Animal Control:	One dog bite incident was investigated; One dog was found running at large and returned to owner; Two stray cats were found running at large; Two dogs were abandoned at Buddy Attick Park; A mother and her puppy were surrendered to the shelter, and two cats were surrendered; and One cruelty to an animal complaint was investigated.
Unlicensed Rentals:	Forty non-owner occupied letters were mailed – possible unlicensed rentals.
Meetings:	Staff Attended: Focus group meeting at the County on the zoning re-write project; A demo on emergency call boxes under consideration for installation on the WMATA trail; State Highway Administration meeting on Greenbelt 495 full Interchange Project; and Advisory Planning Board meeting for Greenbelt Station South Core Phase Three Detailed Site Plan.

Staff Met With:

Staff from Low Impact Development Center to discuss potential storm-water improvement projects at Greenbelt Lake;

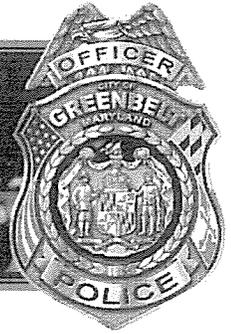
Business owner to discuss Departure from Parking and Loading Standards application;

Neil Weinstein from Low Impact Development Center to discuss possible locations for water quality improvement practices in the city; and

Woodlawn Development Group representative to discuss Stream Valley Trail Alignment.

Planning Projects: *Responded to requests for information;*
Reviewed trail map revisions;
Reviewed proposal submitted by Hyattsville Community Development Corporation;
Trained administrative staff on invoicing;
Prepared update memo to City Manager on approved WSSC construction in the right-of-way permits for sewer rehabilitation project;
Reviewed Departure from Parking and Loading Standards application; and
Greenbelt Station South Core - 1. Began preparation of staff comment memo on Phase Three detailed site plan; 2. Ongoing communications with site developers; and 3. Continued review of WMATA trail plans.

Other Items of Interest: *In service training with inspection staff; and*
Staff attended Capital Grants Training for Greenbelt Lake Bond Bill.



CRIME REPORT

OCTOBER 28, 2015

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.

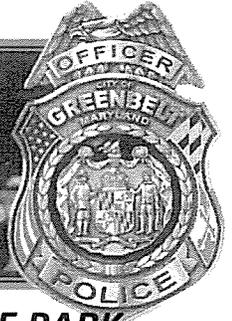
CENTER CITY

10/22 12:07 A.M.	6400 block Capitol Drive. Disorderly conduct arrests. Anthony Alvarenga Canales, 18, of Hyattsville, MD and Karroll Jordan Hinton, 30, of Hyattsville, MD were arrested and charged with Disorderly Conduct by officers investigating a report of suspicious activity inside T.G.I.Friday's restaurant. The Canales suspect was released on citation pending trial. The Hinton suspect was released on citation into the custody of the Prince George's County Sheriff's Department for service of two open arrest warrants.
10/22	99 Centerway. Burglary. Unknown person(s) used unknown means to force open a door at the Greenbelt Youth Center. Snack foods appeared to have been taken.
10/25 7:00 A.M.	99 Centerway. Burglary. Unknown person(s) entered the Greenbelt Youth Center by forcing a door open. Nothing appears to have been taken.
10/25 2:37 P.M.	100 block Crescent Road. Theft. A wallet was taken at St. Hugh's Church.
10/26 4:57 P.M.	58 court Ridge Road. Burglary. A key was possibly used to enter the residence. The suspect is known to the victim. Investigation is ongoing.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



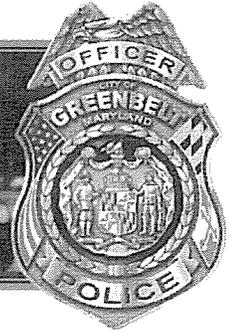
FRANKLIN PARK/BELTWAY PLAZA/GREENBELT METRO/CAPITOL OFFICE PARK

10/20 2:37 P.M.	Area of Southway and the Baltimore/Washington Parkway. DWI/DUI arrest. Taquan Maleek Lucas, 21, of Greenbelt was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges during the investigation of a traffic accident. The suspect was released on citations pending trial.
10/22 4:30 P.M.	5900 block Greenbelt Road. Counterfeit money. The victim, a cashier at the CVS store, advised that a subject entered the store and attempted to purchase merchandise with what turned out to be counterfeit money. The subject apparently was unaware that the bill was counterfeit.
10/23 3:45 P.M.	9100 block Edmonston Terrace. Vandalism. Unknown person(s) damaged the front door of a residence, possibly by kicking it.
10/24 12:15 P.M.	6100 block Breezewood Court. Burglary. A black and green Ninja Turtle bicycle and a silver Razor Brand scooter were taken from the patio area of a residence.
10/24 4:30 P.M.	6000 block Greenbelt Road. Counterfeit money. A subject passed counterfeit money at the Silver Diner. The suspect is described as a black male, 5'9", 140 pounds, with black hair and brown eyes, no further.
10/25 3:33 P.M.	5700 block Cherrywood Lane. Counterfeit money. Two subjects passed counterfeit money at the Shell FoodMart. The suspects are described as a black male juvenile, wearing a white shirt and black shorts and a black male juvenile, wearing a black shirt and black shorts. Both suspects left the area on bicycles.
10/28 6:57 A.M.	9100 block Edmonston Road. Trespass arrest. Antonio Antwon Austin, 34, of No Fixed Address 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.
10/28 3:22 P.M.	6000 block Greenbelt Road. Trespass arrest. Antonio Antwon Austin, 34, of No Fixed Address was arrested and charged with Trespass after he was found on the grounds of Beltway Plaza after having been banned from the mall by agents of the property. The suspect was transported to the Department of Corrections for a hearing before a District Court Commissioner.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



GREENBELT EAST/GREENWAY SHOPPING CENTER

10/21 8:15 P.M.	7900 block Greenbury Drive. Theft. Unknown person(s) removed the PEPCO electrical box from the side of a residence.
10/21 4:00 P.M.	7601 Hanover Parkway. Theft. An unattended book bag containing a cell phone was taken at Eleanor Roosevelt Senior High School. The book bag was recovered the next day in the 7700 block of Hanover Parkway, but the phone was missing.
10/27 4:45 P.M.	7500 block Greenway Center Drive. Theft. An unattended book bag containing a laptop computer and a camera was taken from outside an office building.
10/28 6:52 P.M.	8100 block Mandan Terrace. Attempt burglary. The victim advised that he was inside his residence when he heard a loud bang at his front door. Investigation revealed that an unknown subject attempted to kick open the front door, damaging it. The victim also believes that the suspect attempted to force open a rear door as well. Entry was not gained. The area was searched with the assistance of a K-9, with negative results.

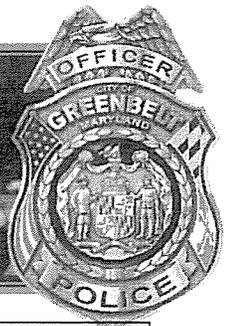
Automotive Crime - City Wide

10/22	Area of Greenbelt Road and Lakecrest Drive. Theft from auto. The victim advised that he was working in the area when he noticed the suspect carrying items from his vehicle. As the victim approached the suspect, the suspect began running from the scene while dropping some of the victim's property. The suspect fled the scene on foot. The victim discovered that his wallet and a cell phone were taken and not recovered. The suspect is described as a black male, wearing a black shirt and blue jeans.
10/22	9100 block Springhill Court. Vandalism to auto. Unknown person(s) used a rock to break out the rear windshield of a vehicle.
10/24	6100 block Breezewood Court. Vandalism to auto. Unknown person(s) used permanent markers to write graffiti on a vehicle.
10/25	5800 block Cherrywood Lane. Stolen auto. A gold 2001 Honda Civic 4-door, Maryland tags 7BN9978.
10/25	6800 block Green Crescent Court. Vandalism to auto. Unknown person(s) used a rock to break the front windshield of a vehicle.
10/25	100 block Westway. Tampering. Unknown person(s) entered an unlocked vehicle and tampered with the fuse box.



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GREENBELT POLICE DEPARTMENT

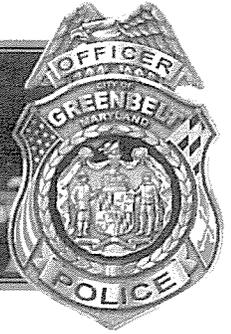


10/26	7600 block Mandan Road. Stolen auto. A white 2004 Ford Crown Victoria 4-door, bearing Maryland tags 1BX157 that do not belong on the vehicle.
10/26	5800 block Cherrywood Terrace. Recovered stolen motorcycle. A 2008 Kawasaki Vulcan motorcycle, reported stolen to the Montgomery County Police Department. No arrests.
10/26	6100 block Springhill Terrace. Theft from auto. A rear tag, Maryland 2CB994, was taken.
10/27	7500 block Greenway Center Drive. Vandalism to auto. Unknown person(s) broke out the rear windshield of a vehicle.
10/28	6900 block Hanover Parkway. Theft from auto. Unknown person(s) used unknown means to enter a locked vehicle and remove money and a case of bottled water.



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GREENBELT POLICE DEPARTMENT



CRIME REPORT TALLY SHEET

WEEK OF OCTOBER 28, 2015

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.

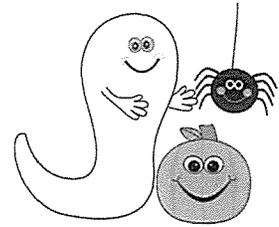
<u>GENERAL CRIMES</u>		<u>GENERAL CRIMES (CON'T)</u>	
Carjacking		Animal Bite(Dog bite)	
Rape		Disruption of School Activities	
Armed Robbery		Transporting a Handgun in a Vehicle	
Attempt Armed Robbery		Reckless Endangerment	
Strong Armed Robbery		Emergency Commitment Petition	1
Attempt Strong Armed Robbery		Missing Person	
Burglary	3	Fraud	1
Attempt Burglary	1	Unattended Death	
Assault		Alcohol Violation	
Domestic	1	False Report	
Drugs		Harassment	
DUI/DWI	1	Field op (suspicious person)	6
Theft	6	Notification for other agency	
Vandalism	1		
Child in Need of Supervision	1	<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	1
Trespass	1	Recovered Stolen Vehicles	1
Disorderly Conduct	1	Recovered Stolen Tags	
Failure to Obey Lawful Order		Theft From Vehicles	3
Credit Card Offense		Attempt Theft From Vehicles	
Threats	1	Tampering	1
Counterfeit Money	3	Vandalism to Vehicles	4
Suspicious Person		Accidents	



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

Department of Public

Week Ending October 31, 2015



ADMINISTRATION

- Jim Sterling, Tim Houchens and Luisa Robles met with the contractor about the upcoming MEA Grant Phase III project.
- Continued providing construction oversight of the roof replacement project at the Aquatic & Fitness Center.
- Richard Fink met with a University of Maryland student to develop a map of Pepco tree removals and pruning.
- Arranged for an urn interment for Saturday at the Greenbelt Cemetery.
- Put out neighborhood signs for curbside leaf removal starting next week.

STREET MAINTENANCE/SPECIAL DETAILS

- Pushed up debris at the Northway Fields compost site.
- Took down Utopia Film Festival and Co-op Month banners.
- Cleaned the storm drains and underpasses around town.
- Created maps for salt and plow trucks.
- Practiced working with the new backhoe at the Northway Fields.

HORTICULTURE/PARKS

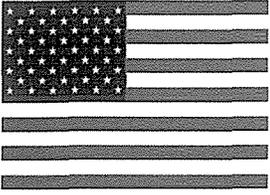
- Blew leaves off of tennis courts at Braden Field, the back area of the lake, playgrounds and city walkways.
- Continued clearing overgrowth behind the Braden Field tennis courts.
- Met with the playground contractor.
- Ground various stumps around the city.
- Chipped branches that citizens had called in.
- Hauled a load of woodchips to the Gardenway gardens.
- Performed routine maintenance on chainsaws.
- Trained on the new backhoe.
- Planted various spring bulbs in the landscape beds.
- Mulched the Southway and Ridge Road median as well as Boxwood Village and parts of the Buddy Attick Park entrance.

FACILITIES MAINTENANCE

- Repaired a leak in the Community Center's Dance Studio.
- Began the monthly preventive maintenance on the Community Center HVAC system.
- Repaired the compressor at the Police Department.
- Painted the stairwell handrails in the Municipal Building.
- Continued working with the contractor on the roof project at the Aquatic & Fitness Center.
- Replaced several lamps in the hallways of the Community Center.
- Replaced five (5) ballasts in the lobby of the Springhill Lake Recreation Center.
- Replaced an old fixture with an LED light outside of the front door at the Youth Center.
- Put together a shelving unit in the Planning & Community Development office.
- Replaced a light in the Community Center gymnasium.

REFUSE/RECYCLING/SUSTAINABILITY

- Collected 24.22 tons of refuse and 12.83 tons of recyclable material.
- Shipped out the electronic recycling items received on Saturday.
- Picked up pallets from the Green Ridge House food distribution.
- Found two roaming, unattended dogs at Buddy Attick Park and transported them to the Animal Shelter.
- Conducted a conference call with CUSP (Climate and Urban Systems Partnership) to de-brief about Fall Fest at Schrom Hills Park.
- Attended a Green ACES/Team meeting. Put agenda together and recorded the minutes.
- Posted an ad for the Greenbelt Time Bank orientation for the News Review, social media and flyers.
- Started preparations for Win With Your Bin Recycle Right – America Recycles Day contest.
- Answered the COG survey for CEEPC priorities (Climate, Energy and Environment Policy Committee).



Greenbelt Recreation Department

Weekly Report

Week Ending October 30, 2015

ADMINISTRATION:

- As part of our healthy initiatives, met to discuss upcoming budget objectives which include re-establishing the employee wellness program 'Be Happy, Be Healthy' and new ideas in programming for the 45-65 year old age group.
- On Wednesday, Director met with City Manager to discuss several items regarding the upcoming budget process.
- Attended the Halloween Costume Contest and Parade.
- Director participated in two free webinars - "Prepare to Profit: How to Research Your Market to Find Money-Making App Opportunities" and "Sustainability in the City of Portland, Oregon."
- Meetings with the Management Team were held to continue the budget preparation.
- Several annual staff evaluations were reviewed and sent for approval.
- Next week, Director is scheduled to attend the Director's and Past Presidents Forum scheduled for Friday, November 6.
- The Greenbelt Aquatic and Fitness Center is open and operating under its normal conditions. Please come down to the facility and check out all of the new improvements, including the new roof over the indoor pool.
- Met with Aquatic and Fitness Center staff to review various items.
- The Springhill Lake Recreation Center hosted the Prince George's County Health Department flu clinic. Free flu shots were provided to all who stopped in.
- Early voting occurred at the Springhill Lake Recreation Center last weekend. The Springhill Lake Recreation Center will serve as a polling place for the City election next week.
- Met with IT Director to discuss options for purchase and installation of security cameras at the Youth Center.
- Met with Public Works staff to review schedule for facility maintenance and the Schrom Hills Park restrooms.
- Finalizing schedule for the Weather and Information hotline over the winter months. Assignments will be sent out next week.
- The Springhill Lake Recreation Center gym will be closed beginning Monday, November 2 through Sunday, November 8 for annual floor maintenance. The gym will re-open on Monday, November 9.
- Permits for use of the gym at the Youth Center and the Springhill Lake Recreation Center have been issued to the Greenbelt Boys and Girls Club for their upcoming basketball program.

COMMUNITY CENTER:

- Coordinated logistics for the City elections next Tuesday.
- Coordinator updated Welcome Desk resources.
- Supervisor continued to field inquiries in regard to caterer rentals for the Commercial Kitchen. There have been 55+ inquiries since April. There were two meetings scheduled with potential caterers.
- There were 6 private rentals and 13 pattern rentals.
- The following groups received free space: Golden Age Club, Greenbelt Writers Group, Greenbelt Concert Band, Girl Scout Daisy Troop #1161, Girl Scout Troop #2799, PG Peace & Justice Caucus, Maryland 4-H Youth Development, Greenbrook Village HOA, Green ACES, Greenbelt Arts Center, CCRIC and Friends of the Greenbelt Museum.
- The following City groups received space: City Council, Be Happy Be Healthy Yoga & Volleyball, CARES, Advisory Planning Board and Senior Citizen's Advisory Committee.

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

- Continued planning, preparing and promoting Fall special events. We celebrated Halloween this week with two special events: Halloween Costume Contest and Parade on Friday, October 30 beginning at 4pm in Roosevelt Center and a Ghoulish Skate Party on Saturday, October 31 from 1-3pm at Springhill Lake Recreation Center. Thanks to the Roosevelt Center Merchants for their support of the Halloween Parade!

- Staff is also looking ahead to Winter and early Spring programs and preparing the Winter brochure publication.
- Continued to work with the MSDE Office of Child Care regarding the licensing process for Mom's Morning Out.
- Attended a Roosevelt Center Merchants Association meeting.

AQUATIC AND FITNESS CENTER:

- Set dates for annual survey which will run November 23-December 11.
- The Indoor Pool, Hot Tub, Fitness Wing and Locker Rooms all opened at 6am on Monday, October 26. Patrons were thrilled!
- Sent out e-mail blast promoting Fall water exercise classes which start November 2.
- Pumpkin Aqualympics has 10 adults and 22 children currently registered; a number of others have said on Facebook they plan to attend.
- Attended weekly meeting with the Assistant Director.

ARTS:

- A free Community Art-Drop will be held on Sunday, November 1 at the Greenbelt Community Center. Activities will include a collage workshop with Artist in Residence Sherill Gross (1-3pm), along with opportunities to visit the Lenore Thomas Straus and Hoesy Corona exhibits and tour the Greenbelt Museum. Following that event at 3pm will be the second Three Sisters Demonstration Garden sculpture dedication with CHEARS and alight dance theater at the Community Center garden. The third dedication will take place at the Springhill Lake Recreation Center on November 14 at 1pm.
- Congratulations are extended to Greenbelt Pottery Group, the Greenbelt Community Church and Mishkan Torah on the success of their Empty Bowls fundraising event on 10/24. Over \$5,000 was raised for Help By Phone, an organization providing emergency food assistance and other support in Prince George's County.
- A free "Show Me Sunday" workshop was hosted in the ceramic studio on 10/25 with Greenbelt Pottery as part of a continuing series. Volunteer artist Terry Murray taught participants how to create animal forms using slabs. Another Show Me Sunday is planned for this coming weekend, at which Recreation Department instructor and Artist in Residence Karen Arrington and her students will show their wood-fired wares and discuss the exciting and challenging wood-fire process.
- Upcoming fall programs include two outdoor raku firings on 10/31 and 11/14 and badge workshops for local girl scouts.
- Final roster changes were made and all outstanding payments were collected for the 2015 Festival of Lights Juried Art and Craft Fair. The show is full, but applications continue to be received for the waitlist. The exhibitor roster was prepared and submitted to the State Comptroller. A press release was issued, and it was picked up first by the Arts Opportunities blog of MNCPPC:
http://mncppcapps.org/pgparks/arts_opportunities_blog/arts_article.aspx?articleid=119 Postcards are being distributed to participating exhibitors for further dissemination. A memo was provided to Public Works to coordinate preparations for the event and on-site staffing.
- Contracts are expected to be signed on 10/30 with Greenbelt authors Larry Suid and Dolores Haverstick for short-term (four month) use of an Artist in Residence Program studio which is currently vacant.
- Now on view at the Greenbelt Community Center Art Gallery – Relics: Sculpture and Costumes by Hoesy Corona. This exhibit continues through November 6. Preparations are being made for the next exhibition which will feature the unique paintings of Maryland artist Chris Zickefoose.
- Assisted with the Halloween Costume Contest and Parade.
- Website updates and Facebook promotions for all arts programs are ongoing.