

CITY OF GREENBELT

Date: February 7, 2014
To: City Council
From: Michael McLaughlin, City Manager
Subject: Weekly Report on Various Items

1. Attachment A is the Council Action Request (CAR) report.
2. Attachment B is a legislative update.



Michael McLaughlin, City Manager

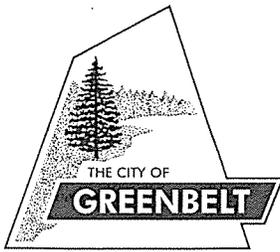


February 2014

City of Greenbelt

www.greenbeltmd.gov

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
MB – Municipal Building – 25 Crescent Road – 301.474.8000 CC – Community Center – 15 Crescent Road – 301.397.2208 Meetings subject to change Call 301.474.8000 for verification.						1
2	3 No Meeting	4	5 8 pm – Executive Session – Personnel/ CBA Negotiations – CC	6	7	8
9	10 7:20 pm – Advisory Group Interviews – MB 8 pm – Council Meeting – MB	11	12 8 pm – Executive Session – Personnel – CC	13	14	15
16	17 City Holiday	18	19 8 pm – Work Session - Garden Boundaries – CC	20 7 pm – PGCMA – North Brentwood	21	22
23	24 8 pm – Council Meeting – MB	25	26 6 pm - Legislative Dinner	27	28	*Tentative



City Manager's Office
Week Ending February 7, 2014

1. Enclosed is a copy of the grant application to the Chesapeake Bay Trust for funding to redesign Cherrywood Lane as a green street.
2. Attached is a revised draft Memorandum of Understanding (MOU) with GATE on use of the studio space in the Community Center. The City's original draft was too specific with the requirements. GATE responded with a draft which eliminated all specificity. This third version seeks to strike a balance by lessening some of the requirements and putting others in a range. It has been sent to GATE for reaction.
3. The owners and developers of Greenbelt Station South Core have indicated an interest in discussing with City Council establishing a tax increment financing district or a special tax district to fund infrastructure improvements in the South Core. The annexation agreement for this property included language that the City would consider such an action. Along with Planning and Community Development Director, participated in a conference call with the city's financial advisors which were involved in this seven years ago. A work session is suggested on Council's meeting list to brief you on discussions.
4. Along with City Treasurer met with Public Works Director and Assistant Director initial overview of its budget, opportunities and issues for FY 2015 budget. Also met with CARES Director on FY 2015 budget.
5. Assistant City Manager –
 - a. Posted Mowing & Landscaping RFP to Emaryland Marketplace and transmitted it to 350 potential vendors.
 - b. Monitored State Legislation and prepared agenda comments.
 - c. Worked with Delegate Gaines' office on Legislation to extend deadline for the 2007 Bond Bill funding.
6. Public Information Coordinator prepared video on existing HVAC conditions in theater.
7. Worked with CBA team during negotiating meeting.
8. Held senior staff meeting.
9. Attended COG CAO meeting.
10. Prepared for Council meeting of 2/10 and Executive Sessions of 2/5 and 2/12.

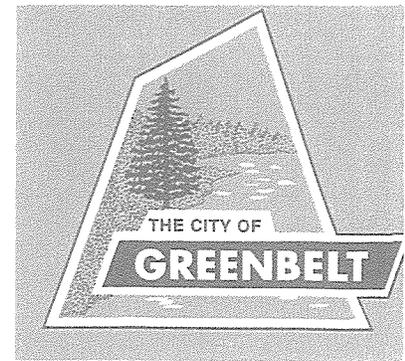
cc: Department Heads
David Moran, Assistant City Manager
Cindy Murray, City Clerk
Mary Johnson, Human Resources Officer
Robert Manzi, City Solicitor

CITY OF GREENBELT, MARYLAND

OFFICE OF THE CITY MANAGER

25 CRESCENT ROAD, GREENBELT, MD. 20770

February 4, 2014



Ms. Jen Wijetunga
Senior Program Officer
Chesapeake Bay Trust
60 West Street, Suite 405
Annapolis, MD 21401

Michael P. McLaughlin
City Manager

Re: Grant Application – Green Streets, Green Jobs, Green Towns
Cherrywood Lane Green and Complete Streets Design
City of Greenbelt, MD

Dear Ms. Wijetunga:

The following is a letter of endorsement and support for the development of a green and complete street concept design for Cherrywood Lane in Greenbelt, Maryland. Retrofitting Cherrywood Lane as a green and complete street presents Greenbelt an important opportunity to protect and enhance the water quality within the Anacostia watershed and will serve to reduce pressures on Indian Creek Stream Valley – an important environmental resource for the City as well as the Anacostia watershed. It will also serve as an opportunity for the City to lead by example in order to promote sustainable, high-quality design in areas east of Cherrywood Lane as redevelopment opportunities arise.

This project is a priority project for the City of Greenbelt, and was identified as a strategy of Prince George's County's Approved Greenbelt Metro Area and MD 193 Corridor Sector Plan and Sectional Map Amendment. It presents a unique opportunity to showcase how Green Infrastructure can be used in street retrofit projects to support the goals and objectives of the Watershed Implementation Plan (WIP) and help create a more sustainable Anacostia watershed. The City of Greenbelt will be working in partnership with the Low Impact Development Center, Inc. on the project. The Low Impact Development Center is considered a leader in the promotion and implementation of low impact development.

Please do not hesitate to contact me if you have any questions or require further clarification on our request. We look forward to working with you on this exciting and forward thinking project.

Sincerely,

A handwritten signature in black ink that reads 'Michael P. McLaughlin'. The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Michael P. McLaughlin
City Manager

/th

cc: City Council
Celia Craze, Director of Planning and Community Development
Terri Hruby, Assistant Planning Director
Kenneth Hall, Public Works Director
Jim Sterling, Assistant Director of Public Works



A NATIONAL HISTORIC LANDMARK
75th Anniversary – 1937-2012
PHONE: (301) 474-8000 www.greenbeltmd.gov



Michael McLaughlin

From: Terri Hruby
Sent: Monday, February 03, 2014 2:02 PM
To: Emmett Jordan; Michael McLaughlin
Cc: Celia Craze; Jim Sterling; Jaime Fearer
Subject: RE: CBT Green Streets-Green Jobs-Green Towns grant deadline 2/14

Mayor Jordan,

We are working with the Center for Low Impact Development to apply for funding for technical services for the Cherrywood Lane Complete Green Street project. We will submit our application prior to the 2/14 deadline.

Thanks,
Terri

Terri Hruby
Assistant Planning Director
City of Greenbelt
15 Crescent Road, Suite 200
Greenbelt, MD 20770
(301) 474-0569

From: Emmett Jordan
Sent: Monday, February 03, 2014 10:10 AM
To: Michael McLaughlin
Cc: Celia Craze; Jim Sterling; Terri Hruby; Jaime Fearer
Subject: CBT Green Streets-Green Jobs-Green Towns grant deadline 2/14

Attached is a RFP for the 2014 Chesapeake Bay Green Streets-Green Jobs-Green Towns Grant Program. The deadline is 2/14.

- Implementation/construction of green streets, urban tree canopy, and other green infrastructure projects -- \$250,000
- Conceptual planning - \$50,000
- Engineered designs - \$50,00

This looks like funding we can use to match the National Fish & Wildlife Foundation Grant. (The Cherrywood Lane streetscape, Southcore/Indian Creek trail system, or the SHL Rec Center/Franklin Park Green Gateway project)

Are we already looking into this?

Emmett

--

Emmett V Jordan
Mayor, City of Greenbelt
25 Crescent Rd. - Greenbelt. MD 20770

Memorandum of Understanding Between the City of Greenbelt and Greenbelt Access Television, Inc.

This Memorandum of Understanding (MOU) is entered into by the City of Greenbelt (City) and Greenbelt Access Television, Inc. (GATE) to define the relationship between the City and GATE as well as GATE's use of space in the Greenbelt Community Center.

History

The cable television franchises/systems serving the residents of Greenbelt provide for both municipal access and public access channels. Since the first cable franchise was issued by the City in 1982, the City has utilized the municipal access capability.

Soon after, the City Council appointed an advisory committee to research and recommend a structure for public access in Greenbelt. This advisory committee recommended the establishment of a non-profit public access corporation (GATE). The advisory committee also served as the basis for the first GATE Board of Directors consisting of eight elected members and one Council appointed Director for a total of nine. In 1986, a public access corporation, GATE, was created to promote and provide public access. Over the years, the City's cable operation and GATE have worked in cooperation with each other assisting the development of each other's programming and that relationship still exists today. In 1996, GATE was granted space in the Greenbelt Community Center for the purpose of having a studio for its productions.

Purpose

This MOU is intended to define the relationship between the City and GATE.

1. Since its studio was established in the Greenbelt Community Center, GATE has had access to that space rent-free.
2. In exchange for continued use of the studio space in the Community Center on a rent-free basis, GATE will provide the following services to the City.
 - A. In the event assistance from GATE is needed to cablecast City Council meetings, the City will make the request to GATE at least five (5) days in advance of the meeting when possible. GATE agrees to cover up to six (6) City meetings annually.
 - B. GATE will coordinate with the City to cover Labor Day events annually as needed. GATE will provide its own production crews to cover at least 10 hours of the events and provide the edited programming to the City by the end of the year.
 - C. GATE members or staff will assist in covering regional meetings concerning Public, Educational and Government (PEG) access and represent the interests of PEG access in Greenbelt. The City will make every attempt to attend such meetings, but will request GATE attendance when it cannot do so. GATE will provide a report or video on the meeting attended within a week of the meeting.

- D. GATE will provide additional programming, of municipal interest, to the City when requested. These productions may also be shown on GATE's channel and should be clearly labeled as GATE productions. The total amount of programming provided to the City should range from 10-20 hours annually.
 - E. In addition to these services, GATE agrees to coordinate with the City to assist in covering important municipal events when City staff is not available.
3. GATE and the City agree to share production equipment when needed. Use of the equipment will depend on whether or not the equipment is in use at the time of the request.
 4. GATE and the City will reference each other's services when requests are made for the coverage of City and organizational events. Referrals will be made depending on the how the request fits into each organization's goals.
 5. In January of each year, GATE will provide a report on what it has done in connection with the MOU during the previous year, including a list of services provided with their monetary value.
 6. This MOU applies to the studio space at the Greenbelt Community Center which is approximately 620 square feet. Should the studio space change, this MOU will be renegotiated.
 7. This MOU has a term of two years, and will renew automatically unless one party notifies the other party that modifications are needed at least sixty (60) days prior to its renewal.
 8. Should there come a time that the City is no longer receiving Public, Educational and Government (PEG) access fees, or is no longer supporting GATE, this MOU shall be terminated.

This MOU is signed and agreed to this day, February _____, 2014.

 President, GATE

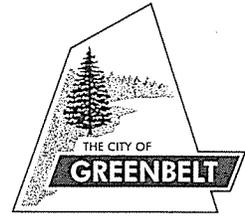
 Mayor, City of Greenbelt

 Printed Name

 Printed Name

WEEKLY REPORT

Planning and Community Development
Week Ending: Friday, February 7, 2014



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

CODE ENFORCEMENT

Commercial Properties: Hanover Office Park, 6401 Golden Triangle, 7833 Walker Drive, and Greenway Shopping Center were annually inspected.

Apartments: Annual Inspection of Franklin Park at Greenbelt Station began; and
Crescent Square II was re-inspected for completion of code violations.

Rental Property: Thirteen rental properties were annually inspected.

Permits: Four permits were issued – one commercial exterior alteration, one commercial electrical, one commercial interior alteration, and one grading for home addition.

Complaints: Two complaints were logged regarding rodent infestation and severe mold on walls, floor and in closets; and
Two prior complaints were re-inspected.

Animal Control: One dog and two cats were found running at large;
One dog, ferret, and hamster were adopted;
Carcass of a fox removed; and
One squirrel was freed from having its head stuck in a dumpster.

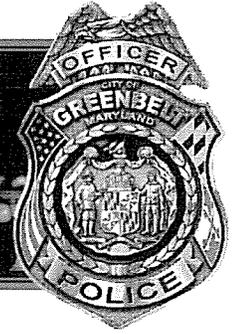
Meetings: Staff met with:
Citizen regarding community gardens;
Chair of PSAC to discuss upcoming PSAC meeting regarding crosswalks;
Greenbelt Station developers to discuss street light placement in south core, permitting, and TIF;
City Manager and Assistant Director of Public Works to discuss proposed maintenance zone at community gardens;
South Core development team on current and future projects on the site;
North Core development team and others on transportation planning for the site; and
States Attorney for Prince George's County.

Staff attended:
Status meeting regarding Roosevelt Center roof issues; and
National Capitol Area Chapter of the American Planning
Association board meeting.

Planning Projects: *Coordinated with Pepco on class of service for Greenbelt Theater;*
Prepared back-up materials for Council agenda regarding
Greenbelt Theater;
Finalized FPAB reports for submission to City Council;
Conference call with city consultants regarding possible TIF for
Greenbelt Station South Core;
Followed up on references for economic development consultants;
Submitted grant agreement for Springhill Lake Parking lot
Greening project;
Reviewed draft application for technical services for making
Cherrywood Lane a complete green street prepared by Center
for Low Impact Development for Chesapeake Bay Trust grant
program;
Worked on Quality Assurance Project Plan for Springhill Lake
parking lot retrofit project;
Worked on easement application for Community Center HVAC
project;
Reviewed proposed County legislation; and
Finalized an updated Greenbelt Lake Dam Emergency Action Plan
with our engineering consultant.

Other Items of *Received \$1.3 million from Greenbelt Station South Core*
Interest: *developers for first phase Greenbelt West capital improvement.*

GREENBELT POLICE DEPARTMENT



CRIME REPORT

FEBRUARY 2, 2014

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.

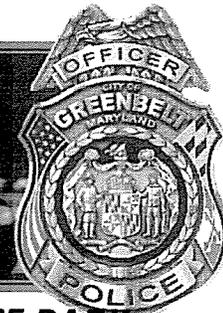
CENTER CITY

01/30 9:30 A.M.	6400 block Ivy Lane. Theft. An unattended Kindle tablet was taken from a desk in an office suite.
01/31 1:45 A.M.	Unit block of Parkway. Traffic stop/Possession of paraphernalia arrest. Benjamin Walter Roston, 32, of Greenbelt was arrested and charged with Possession of Marijuana and Possession of Paraphernalia after the suspect was stopped for a traffic violation. Suspected drug paraphernalia was located in plain sight in the vehicle. The suspect was arrested and found to be in possession of a quantity of suspected marijuana. The suspect was released on citations pending trial.
02/02 6:59 P.M.	Area of Kenilworth Avenue and #495. DWI/DUI arrest. Samuel Forkwar, 48, of Hyattsville, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of a traffic violation. The suspect was released on citations pending trial.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



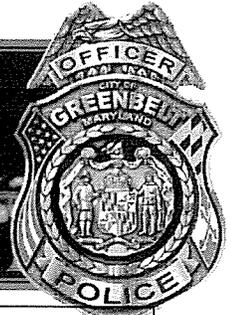
FRANKLIN PARK/BELTWAY PLAZA/GREENBELT METRO/CAPITOL OFFICE PARK

01/30 7:40 A.M.	6100 block Breezewood Court. Vandalism. Unknown person(s) used unknown means to break out a bedroom window. An unknown subject observed running from the scene is described as wearing a black jacket and a red and black hat, no further.
01/30 4:24 P.M.	5900 block Greenbelt Road. Counterfeit money. Counterfeit money was passed at the CVS Pharmacy. The suspect is described as a black male, 5'8" to 5'10", 190 pounds, wearing a black hat, a black jacket, a black t shirt and black jeans.
01/31 8:14 P.M.	9300 block Edmonston Road. DWI arrest. Ronald Franklin Alvarenga, 20, of Lanham, MD was arrested and charged with Driving While Impaired by Drugs and other traffic-related charges as a result of a traffic accident investigation. The suspect was released on citations pending trial.
02/01 1:55 P.M.	6000 block Greenbelt Road. Counterfeit money. A counterfeit bill was passed at Beltway Aquarium. The suspect is described as a black male, 5'8", 180 pounds, wearing a blue winter hat, a black shirt, black pants and black and silver Nike sneakers.
02/02 7:20 P.M.	5800 block Cherrywood lane. Robbery. The victim advised that he was walking down the street when he was approached from behind by the two suspects. One of the suspects placed what the victim believed to be a handgun to his back and announced a robbery. After obtaining the victim's wallet, both suspects fled the scene on foot. The suspects are described as two unknown males, both approximately 5'9" and 140 pounds, wearing dark clothing.
02/03 8:20 P.M.	In reference to a first degree assault which occurred February 2 nd at 7:21 P.M. I at the Marshall's Department Store, 6000 Greenbelt Road, during which security guards investigating a shoplifting complaint were threatened with a hypodermic syringe, arrest warrants were obtained charging the following subject with four counts of First Degree Assault, four Counts of Second Degree Assault and four counts of Reckless Endangerment: Ellen Harper, 42, of Washington, D.C.
02/03 8:20 P.M.	9100 block Springhill Lane. Vandalism. Unknown person(s) threw a bottle through the glass balcony door of a residence, shattering it.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



02/05	6200 block Springhill Court. Vandalism. Unknown person(s) used unknown means to break out the living room window of a residence.
10:00 A.M.	

GREENBELT EAST/GREENWAY SHOPPING CENTER

01/31	7601 Hanover Parkway. Theft arrests. A 15 year old Greenbelt youth and a 16 year old Greenbelt youth were arrested for Theft after the 15 year old allegedly took an unattended cell phone from a classroom and handed it to the 16 year old at Eleanor Roosevelt Senior High School. Both youths were released to parents pending action by the School Board and the Juvenile Justice System.
10:45 A.M.	
02/04	7800 block Hanover Parkway. Vandalism. Unknown person(s) used unknown means to burn graffiti into the ceiling of the stairwell.
7:00 A.M.	

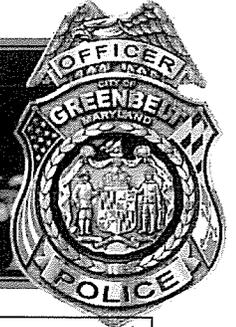
Automotive Crime - City Wide

01/30	6300 block Ivy Lane. Stolen vehicle. A white 2009 Ford Econoline van, Maryland tags 60427M4.
02/01	7600 block Greenbelt Road. Theft from auto. The victim advised that she was pumping gas at the Exxon station when unknown person(s) removed her purse from her vehicle.
02/01	Area of Kenilworth Avenue and #495. Stolen vehicle arrest. Alfred Clovis Ngha, 48, of Silver Spring, MD was arrested and charged with Motor Vehicle Theft during the investigation of a motor vehicle accident. The vehicle, a 2009 Ford Econoline E-450, was reported stolen to the Prince George's County Police Department. The suspect was released to the Department of Corrections for a hearing before a District Court Commissioner.
02/02	6900 block Hanover Parkway. Theft from auto. Hand tools and phone chargers were taken.
02/02	6000 block Springhill Drive. Vandalism to auto. Unknown person(s) punctured two tires.
02/02	400 block Ridge Road. Vandalism to auto. Unknown person(s) slashed three tires.
02/03	7800 block Somerset Court. Attempt theft from auto. Unknown person(s) rummaged through an unsecured vehicle. Nothing was taken.
02/03	7800 block Somerset Court. Theft from auto. Unknown person(s) removed a camera and purse from an unsecured vehicle.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

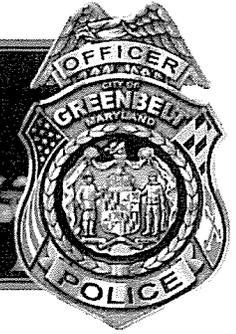
GREENBELT POLICE DEPARTMENT



02/03	7800 block Somerset Court. Attempt theft from auto. Unknown person(s) rummaged through an unsecured vehicle. Nothing was taken.
02/03	6000 block Greenbelt Road. Recovered stolen auto. A 1995 Honda Accord 4-door, reported stolen to the Prince George's County Police Department. No arrests.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



CRIME REPORT TALLY SHEET

WEEK OF FEBRUARY 2, 2014

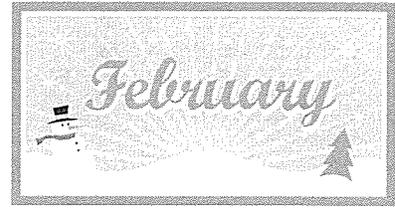
The following list is comprised of the actual numbers of offenses reported during the week. Not all reports are included as narratives, only incidents of interest, unusual or public safety related items are included.

<u>GENERAL CRIMES</u>		<u>GENERAL CRIMES (CON'T)</u>	
Carjacking		Animal Bite	
Rape		Disruption of School Activities	
Armed Robbery	1	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		Fraud	1
Attempt Burglary		Unattended Death	
Assault	1	Alcohol Violation	
Domestic Assault	1	False Report	
Drugs	1	Harassment	
DUI/DWI	2	Field op (suspicious person)	
Theft	5	Notification for other agency	
Vandalism	4		
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	1
Trespass		Recovered Stolen Vehicles	2
Disorderly Conduct		Recovered Stolen Tags	
Failure to Obey Lawful Order		Theft From Vehicles	3
Credit Card Offense		Attempt Theft From Vehicles	2
Telephone Misuse		Attempt Theft of Vehicle	
Counterfeit Money	2	Vandalism to Vehicles	2
Suspicious Person		Accidents	



Department of Public Works

Week Ending February 7, 2014



ADMINISTRATION

- Kenny Hall attended the senior staff meeting.
- Kenny Hall and Jim Sterling met with the City Treasurer regarding the budget.
- Jim Sterling met with Planning Department staff and Greenbelt Station developers regarding street lights.
- Continued oversight of the Pepco infrastructure work in the right-of-way.
- Kenny Hall, Jim Sterling and Luisa Robles participated in a conference call regarding a solar energy initiative in the region.
- Kenny Hall and Jim Sterling met with the City Manager regarding the budget.

STREET MAINTENANCE/SPECIAL DETAILS

- Repaired numerous potholes around the City due to the winter storms.
- Cleaned storm drains and underpasses throughout the City.
- Cleaned up gravel and debris from a water main break on Southway; also did some repair work on the potholes left.
- Salted icy road spots when needed throughout the City.
- Installed a new snow plow blade on Truck #115.
- Repaired a post office sign that had been hit by a vehicle.
- Pushed debris at the Northway Fields compost site.

HORTICULTURE/PARKS

- Serviced two high capacity water pumps used by the Streets Crew.
- Refurbished or replaced wall pads in the Youth Center gymnasium.
- Repaired the electrical system harness on a tractor.
- Salted icy areas on sidewalks around the City throughout the week.
- Cleaned perennial beds and pruned trees.
- Held the second Beaver Protection Workshop on Saturday.
- Rebuilt two snow plow pumps.
- Continued Christmas tree removal from designated areas.
- Continued work on a new wooden sign for the Police Station.
- Performed playground maintenance.

BUILDING MAINTENANCE

- Installed an emergency shut-off switch on the boilers at the Aquatic & Fitness Center.
- Repaired bathroom partitions at the Springhill Lake Recreation Center.
- Continued working on the HVAC system at the Greenbelt Theater.
- Installed the first of eight LED lights in the Youth Center gymnasium.
- Provided cleaning services in all City buildings.
- Assisted the contractor with installing electric circuits for heating units in the Planning Department and at the Aquatic & Fitness Center.
- Finished performing preventative maintenance on HVAC units in all City buildings.

REFUSE/RECYCLING/SUSTAINABILITY

- Collected 27.44 tons of refuse and 15.95 tons of recyclable material.
- Took measurements at GIS location points for the Greenbriar stream and continued putting together the recommendations from Green ACES and the watershed groups for Council.
- Attended the Beaver Protection Workshop with CHEARS intern, Alex Palmer, to assist with logistics.
- Attended a subgroup of the Green ACES/Green Team and watershed groups to talk about prioritizing streams in Greenbelt mentioned in the Anacostia Watershed Restoration Plan.
- Prepared electronics recycling for shipment.
- Picked up pallets and cardboard from the food distribution held at the Springhill Lake Recreation Center.



Greenbelt Recreation Department **Weekly Report**

Week Ending February 7, 2014

ADMINISTRATION:

- Staff is reviewing and preparing information related to replacement, capital projects and building capital reserve budgets.
- Worked on agenda for the February 19 PRAB meeting.
- Developed February 10 Youth Advisory Committee agenda and posted meeting notice in the *News Review*.
- Budget meetings with the City Manager were scheduled for the week of February 18.
- Staff met to discuss new minimum wage proposal. A draft proposal was completed and sent to Personnel and Finance for review. It is assumed that the current minimum wage legislation will pass at some level so staff is preparing.
- Although applications have been posted online, few Contribution/Recognition Groups have applied. Staff and PRAB members will be offering training and assisting with filling out the forms on February 13 at the Community Center. Currently only one group has responded.

YOUTH CENTER/ SPRINGHILL LAKE/PARK RANGERS:

- Processed a variety of reservations for use of space at the Youth Center, Springhill Lake Recreation Center and park picnic areas.
- Centers opened at noon on Wednesday since the Prince George's County Public schools were only scheduled for half day.
- Summer 2014 Camp Registration began Monday for residents. Non-Resident registration will begin on February 18. Information is available online and in Recreation facilities.
- Postcards announcing the Spring Activity Guide will be delivered next week.
- A Family Fit Night was held at Springhill Lake Recreation Center on Friday. Attendance numbers will be posted in next week's weekly report.
- Staff used this week to prepare for spring class registration. Resident registration begins Monday, February 10.

ARTS:

- An Artful Afternoon took place on Sunday, February 2. Skyview Gymnastics performed for a packed house with over 200 guests in attendance. Preceding the show, Artist in Residence Mary Gawlik provided a craft workshop, which was also at capacity. A closing reception was held for painter Valerie Watson's current exhibition in the art gallery.
- New Art Studio Manager Peter Holden officially took over for outgoing manager Beth Fendlay.
- Production work and rehearsals are ongoing for the 2014 Greenbelt Youth Musical.
- Staff is collaborating with the Public Information Coordinator to create an online application for the Artist in Residence Program, and online applications for the 2014 Festival of Lights Juried Art and Craft Fair through the Civic Plus Form Center. These applications should all go live within the next two weeks.

AQUATIC AND FITNESS CENTER:

- Winter session 2 of water exercise classes began February 3 and 4.
- Participated in webinar on Designing for Inclusive Play, sponsored by Vortex Aquatic Structures.
- Working with Public Works on ceiling leaks in Fitness Wing.
- Working with enerG Wellness to schedule delivery of 2 new Ellipticals.

COMMUNITY CENTER:

- There are currently three Center Leader shifts open.
- Staff met with the *News Review* staff in regard to lease agreement.
- CC Supervisor attended a MRPA Conference Exhibit Committee meeting in Bowie.
- Processed 8 facility permits, 4 private rentals and 15 pattern rentals.
- The following groups received free space: Golden Age Club, Greenbelt Writer's Group, Greenbelt Concert Band, Greenbelt Climate Action Network and PG Peace & Justice Caucus.
- The following City groups received free space: Be Happy, Be Healthy Volleyball & Yoga, City Council, CARES and Public Safety Advisory Committee.

THERAPEUTIC RECREATION:

- The Spring 2014 brochure blueline was edited and returned to the printer. The final proof was approved on Wednesday. The brochure is now posted on the website and the printed copies will hopefully be here at the beginning of next week.
- 26 seniors travelled to the Baltimore Museum of Art on Thursday. Despite initial issues with the new bus, all went well and everyone really enjoyed the trip, not to mention lunch at Gertrudes.
- Explorations Unlimited speaker on Friday is Karen Haseley. She is presenting on Ageless Grace and introducing the Wii Balance Board.
- Email blasts have been sent out every 2 weeks informing individuals of upcoming trips and Explorations Unlimited topics. These email blasts have been very effective and staff plans to continue to use them for advertising.