

# CITY OF GREENBELT

**Date:** March 14, 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.
3. Attachment C is the camp registration report.



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Michael McLaughlin, City Manager

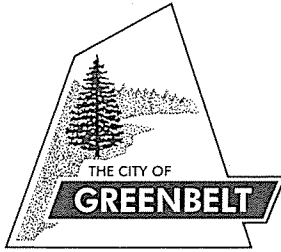


# March 2014

## City of Greenbelt

www.greenbeltmd.gov

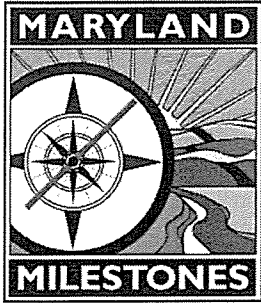
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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2	3 8 pm – Work Session – Greenbelt Station South Core TIF – MB	4	5 8 pm – Executive Session – Economic Development RFP – MB Library	6 7:30 pm – Work Session – GEAC – Greenbriar CC	7	8
9	10 8 pm – Council Meeting – MB	11	12 7:40 pm – Advisory Group Interview  8 pm – Work Session – BARC – CC	13	14	15
16	17 8 pm – Work Session – Organizational Study – MB	18	19 8 pm – Work Session – Transit Meeting – CC	20 7 pm – PGCMA – Greenbelt	21	22
23	24 8 pm – Council Meeting, ACE Educator Awards & FY 2015 Budget Presentation – MB	25	26 8 pm – Budget Work Session – Overview, Revenues & General Government – CC	27	28	29
30	31 8 pm – Budget Work Session – Greenbelt CARES– MB	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.				



**City Manager's Office  
Week Ending March 14, 2014**

1. Met on Green Ridge, Other Funds and Capital Funds budgets.
2. Attached is a summary of accomplishments of Maryland Milestones/Anacostia Trails Heritage Area (ATHA). Aaron Marcavitch, the Executive Director, will be at Council's April 7 meeting to give a brief presentation.
3. Prepared for teleconference work session.
4. Met with CBA negotiating team.
5. Began preparation of Playful City application.
6. Assistant City Manager –
  - a. Prepared testimony and handouts for bond bill hearings. Coordinated with State legislators and their staff.
  - b. Along with Council Member Mach, attended hearing on House Bill 1152 (Theater Bond extension).
  - c. Monitored & researched State & County Legislation & drafted correspondence to reflect City's position on key bills.
  - d. Met with City Manager and Museum Director on budget.
7. Information Technology
  - a. Attended Symantec Government Cybersecurity Symposium – DC
  - b. Moved server rack power (multiple servers) to generator backed circuit
  - c. Installed 8 fingerprint readers to Patrol
8. City Treasurer
  - a. Calculated impact of minimum wage increases and applied them to the FY 2015 budget.
  - b. Met with Planning and Public Works regarding FY 2015 budget.
  - c. Attended Collective Bargaining negotiations meeting.
  - d. Wrote revenue explanation for FY 2015 budget.
9. Prepared for Council meeting of 3/10, and work sessions of 3/12, 17 and 19.

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



February 28, 2014

Mayor Emmett V. Jordan  
City of Greenbelt  
25 Crescent Road  
Greenbelt, MD 20781



Dear Mayor Jordan,

Anacostia Trails Heritage Area Inc. continues to make major strides forward in the work we are doing for your community. We are excited to be working on new projects and would like to take a moment to tell you about how your membership fees have been put to use.

In 2013/2014, the organization has been:

- Continued to improve our public image to variety of stakeholders, emphasizing ability to be part of problem solving toolkit for communities looking for solutions related to heritage tourism;
- Working towards fuller implementation of marketing plan, including advertising in a variety of magazines, newspapers, and online sources;
- Finalized and printed new brochures and heritage driving routes, available on our website and other locations;
- Reached over 3000 unique hits on the organization website and followers on social media, as well as over 700 e-blast members;
- Continued work with the Battle of Bladensburg Task Force on implementing the War of 1812 Bicentennial – a program which will provide significant heritage tourism boosts for all the communities throughout the Heritage Area;
- Facilitated the opening of the historic site at Bostwick in Bladensburg for special events as part of War of 1812 commemoration;
- Participated in multiple community and organizational meetings, events, and conferences to spread word of Maryland Milestones;
- Worked with communities on brochures, walking tours, signage, and events development;
- Awarded grants to leverage income from municipalities toward management and special projects;
- Worked with the other 11 heritage areas to ensure full funding for the Heritage Areas Authority and approved multiple grants, mini-grants, and sponsorship requests;
- And much, much more!

As ATHA Inc. enters 2014/2015, we look forward to continuing our relationship with the Prince George's County Convention and Visitors Bureau as the strategic marketing plan is implemented. Marketing remains our most critical component for the work that we are doing for the region. We recognize that the great sites, programs, events, and communities of the Heritage Area are not seeing the tourism investment necessary and that is something we continue to work to change.

Now is the time that we are requesting your renewal for membership for the Fiscal Year 2015. We believe the City of Greenbelt is a vital and important part of our Heritage Area. The services we provide – grants and funding, technical assistance, partnerships building, educational programs, and access to our marketing and wayfinding programs are all part of your membership. While the grants and the “target investment zones” are the two most readily understandable ways of improving communities, ATHA Inc. is excited about utilizing our staff to provide high-quality technical assistance to help your community.

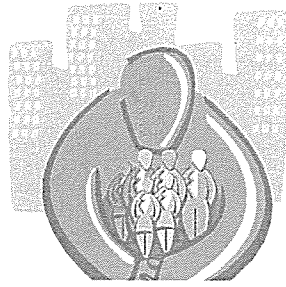
**The City of Greenbelt has a membership fee of 2999.** Checks may be made out directly to Anacostia Trails Heritage Area Inc. . Membership fees are due before August 31, 2014. We have attempted to provide this information during your budget session so that you can plan appropriately. All of your funds are matched by the Heritage Area Authority Management Grant, as well as funds from Prince George's County and non-profit sources. We appreciate your support and look forward to our continuing relationship.

Thank you,

A handwritten signature in black ink, appearing to read 'A. Marcavitch', written in a cursive style.

Aaron Marcavitch  
Executive Director

## CITY NOTES



### Greenbelt CARES

Week Ending March 14

On Friday, Rosalind C. Ceasar, Family Counselor, attended a training organized by the Maryland Center for Excellence on Problem Gambling. The training focused on looking at gambling as trauma for the gamblers, their families and loved ones.

On February 27, Green Ridge House partnered with Doctors Community Hospital to offer a 'Heart Healthy' event that included blood pressure, cholesterol and carotid artery screenings to all Green Ridge House residents and the Greenbelt community. The event was open from 10-12 and 1-3. The attendees gave nothing but positive feedback on how much they enjoyed this event.

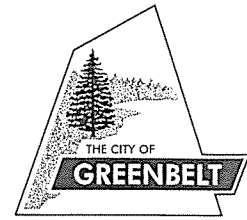
On Wednesday, Rosalind Ceasar and Jill Levi, MSW Intern, ended a teen group at ERHS. Seven students participated. The group was on improving school performance.

Judye Hering attended a half-day professional conference sponsored by MAACCE (Maryland Association for Adult in the Community and Continuing Education). The conference was held at Prince George's Community College on Friday, March 7. The workshop topics included: GED 2014, what's working, spelling and pronunciation, algebraic reasoning for Pre-GED and GED 2014 and working with lower level learners.

Judye Hering began publicizing the spring session GED course on Thursday. This 10-week class will begin on Monday, April 21 and end on Wednesday, June 25. This combined GED I and GED II course will teach students how to use the computer, as the GED test is now on-line. The class will be held at the Springhill Lake Recreation Center Clubhouse.

# WEEKLY REPORT

Planning and Community Development  
Week Ending: Friday, March 14, 2014



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

## **CODE ENFORCEMENT**

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**Commercial Properties:** Hanover Office Park was annually inspected; and 7525 Greenway Center Drive was re-inspected.

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**Rental Property:** Twenty-two rental properties were annually inspected; and One rental property was re-inspected.

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**Permits:** Six permits were issued – two commercial interior alteration, one mechanical, and three electrical; and Twenty-two notices were mailed for failure to apply for a City permit.

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

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**Animal Control:** One dog adopted;  
One dog impounded;  
One cat was trapped and is being housed at the shelter;  
One dog found running at large – owner cited; and  
Adoption event held at Green Ridge House for senior residents.

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**Alarms:** Two new burglar alarm licenses were issued; and Twenty-six false alarm notices were mailed.

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**Meetings:** Staff Met With:  
City Manager to discuss budget;  
Greenbelt Station representatives to discuss street light design and permits;  
Doug Brown, Esq. regarding court hearing on Roosevelt Center roof leaks;  
Director of the Environmental Finance Center regarding a grant project that they are working on to assist Prince George's County municipalities with meeting National Pollutant Discharge Elimination permitting requirements;  
Verde Apartments at Greenbelt Station multifamily development representatives to go over plan revisions;  
Greenbelt Station Phase I and Phase II development representatives on lighting plans; and  
Step Club for pre-construction meeting.

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**03/14/2014**  
**P&CD WEEKLY REPORT CONT...**

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*Staff Attended:*  
*City Council meeting;*  
*Maryland Department of Planning – Planning Directors Roundtable discussion; and*  
*Advisory Board meeting (APB).*

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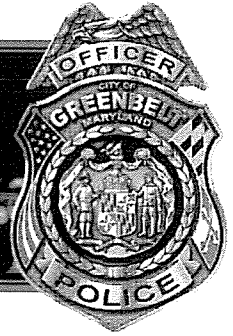
*Planning Projects:* *Responded to zoning inquiries;*  
*Reviewed applications for Community Planner position;*  
*Reviewed storm water regulations and requirements;*  
*Responded to questions regarding Greenbriar Park stream mitigation project;*  
*Worked on APB and staff reports on signage for the East Coast Greenway bike route through the city;*  
*Continued progress on Cherrywood Lane Roundabout review; and*  
*Prepped for pre-construction meeting for the Springhill Lake Elementary School Safe Routes to School project.*

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*Other Items of Interest:* *A guilty verdict on an animal bite case that Animal Control Officers investigated was handed down by a District Court judge; and*  
*District Court hearing on Roosevelt Center municipal infraction for roof leaks – received order of abatement allowing the city to enter the property and undertake repairs with the building owner being responsible for costs of abatement. Through the city attorney, sent a letter to the owner advising of the court action and giving notice of city’s intent to abate if repairs are not complete (or substantially complete) by April 1, 2014.*

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## CRIME REPORT

MARCH 9, 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](http://www.greenbeltmd.gov/police)

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

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

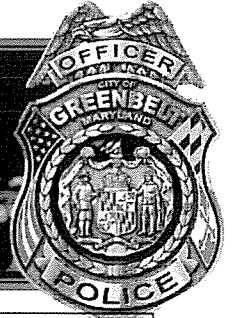
### CENTER CITY

03/06 8:34 P.M.	Area of Greenbelt Road and Walker Drive. DWI/DUI arrest. Michael Ceja, 30, of College Park, 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.
03/07 1:15 A.M.	6460 Capitol Drive. Trespass arrest. Bryant Anthony Keith, 44, of Greenbelt was arrested and charged with Trespass after he refused to leave TGI Friday's restaurant property after having been told to leave by management. The suspect was released on citation pending trial.
03/07 2:10 A.M.	400 block Ridge Road. Sheneia Shydae McGee, 25, of Washington, D.C. was arrested and charged with Possession of Marijuana as a result of the investigation of an occupied suspicious vehicle. The suspect was released on citation pending trial.
03/07 12:45 P.M.	151 Centerway. Commercial burglary. A television was taken from a basement storage area of the Meli Melo restaurant. A witness advised that he observed a suspect described as a black male, no further, place the television into the trunk of a vehicle described as a dark blue Buick and flee the scene.



**A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY**

# **GREENBELT POLICE DEPARTMENT**



03/08 1:57 A.M.	Area of Southway and #295. DWI/DUI arrest. Alexander Matthew Saunders, 31, of Greenbelt 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.
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03/09 4:01 A.M.	Area of Greenbelt Road and Kenilworth Avenue. DWI/DUI arrest. Denys Juan Pineda-Rivera, 29, Suitland, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of a traffic accident investigation. The suspect was released on citations pending trial.
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## **FRANKLIN PARK/BELTWAY PLAZA/GREENBELT METRO/CAPITOL OFFICE PARK**

03/10 12:25 P.M.	5800 block Cherrywood Lane. Trespass arrest. Trever Aaron Kemp, 21, of Hyattsville, MD was arrested and charged with Trespass after he was found inside a vacant apartment. The suspect was released on citation pending trial.
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03/11 10:17 A.M.	5800 block Cherrywood Lane. Burglary arrest. Aquil Abdur Sudah, 18, of Washington, D.C. was arrested and charged with Burglary and Trespass after he was found hiding in a vacant apartment by officers responding to a violent disturbance call. The suspect was released to the Department of Corrections for a hearing before a District Court Commissioner.
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03/12 9:09 A.M.	6000 block Springhill Drive. Vandalism. Unknown person(s) broke out the bedroom window of a residence.
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03/12 3:05 P.M.	9100 block Springhill Lane. Attempt burglary. The victim advised that she was inside her living room when she observed the suspect attempting to enter her residence by prying on a window screen. Upon seeing the victim, the suspect fled the scene on foot. The suspect is described as a black male, 5'11", 165 pounds, wearing all black clothing.
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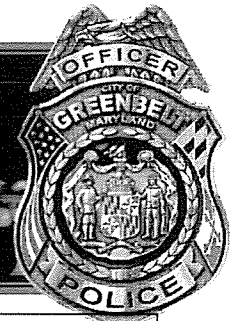
## **GREENBELT EAST/GREENWAY SHOPPING CENTER**

03/04 7:50 P.M.	6900 block Hanover Parkway. DWI/DUI arrest. Jamie Guzman, 30, of Lanham, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of a traffic accident investigation. The suspect was released on citations pending trial.
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***A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY***

# GREENBELT POLICE DEPARTMENT



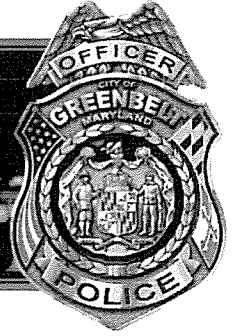
03/04 9:06 P.M.	7500 block Greenbelt Road. DWI/DUI arrest. Donald Edward Shreves, 33, of Silver Spring, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of a traffic accident investigation. The suspect was released on citations pending trial.
03/06 10:30 A.M.	7601 Hanover Parkway. Assault arrests. Manuel Maduh, 18, of Greenbelt and a 15 year old Greenbelt youth were arrested for 2 <sup>nd</sup> Degree Assault as a result of a physical altercation at Eleanor Roosevelt Senior High School. The youth was released to a parent pending action by the School Board and the Juvenile Justice System. A warrant was obtained charging the Maduh suspect with assault.
03/06 3:00 P.M.	7800 block Hanover Parkway. Vandalism. Unknown person(s) used unknown means to break out the kitchen window of a residence.
03/07 11:15 A.M.	7800 block Goodluck Road. Sound of shots. Officers responded to a report of several shots being fired in the area of the Turning Point Academy Charter School. The area was searched with negative results.
03/10 12:45 A.M.	Area of Greenbelt Road and Hanover Parkway. DWI/DUI arrest. Paul Nkenglefac Nkemasong, 40, of Lanham, 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.
03/11 8:39 P.M.	7500 block Greenbelt Road. Possession of paraphernalia arrest. Darryl Corwin Thompson, 48, of Washington, D.C. was arrested and charged with Possession of Paraphernalia during the investigation of a suspicious occupied vehicle. The suspect was found to be in possession of a pipe commonly used to ingest cocaine. A computer check revealed that the suspect also had open arrest warrants in Prince's George's County and the State of Virginia. The suspect was released on citation into the custody of the Prince George's County Sheriff's Office for service of the warrants.

## Automotive Crime - City Wide

03/09	6100 block Breezewood Drive. Recovered stolen vehicle. Officers responded to a report of a vehicle fire. Investigation revealed that the vehicle, a 2001 Chevrolet Tahoe SUV, had been stolen from Glen Burnie, MD. There were no arrests.
03/11	7600 block Hanover Parkway. Theft from Auto. Two tires were taken off a vehicle.



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## CRIME REPORT TALLY SHEET

WEEK OF MARCH 9, 2014

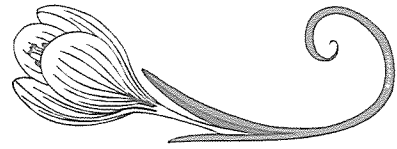
The following list is comprised of the actual numbers of offenses reported during the week. Not all reports are included as narratives, only incidents of interest, unusual or public safety related items are included.

<u>GENERAL CRIMES</u>		<u>GENERAL CRIMES (CON'T)</u>	
Carjacking		Animal Bite	
Rape		Disruption of School Activities	
Armed Robbery		Transporting a Handgun in a Vehicle	
Attempt Armed Robbery		Reckless Endangerment	
Strong Armed Robbery		Emergency Commitment Petition	2
Attempt Strong Armed Robbery		Missing Person	
Burglary	1	Fraud	2
Attempt Burglary	1	Unattended Death	1
Assault	1	Alcohol Violation	
Domestic		False Report	
Drugs	2	Harassment	1
DUI/DWI	6	Field op (suspicious person)	
Theft	4	Notification for other agency	
Vandalism	2	Sound of Gunshots	1
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	
Trespass	2	Recovered Stolen Vehicles	1
Disorderly Conduct		Recovered Stolen Tags	
Failure to Obey Lawful Order		Theft From Vehicles	1
Credit Card Offense		Attempt Theft From Vehicles	
Telephone Misuse		Attempt Theft of Vehicle	
Counterfeit Money		Vandalism to Vehicles	
Suspicious Person		Accidents	4



# *Department of Public Works*

## *Week Ending March 14, 2014*



### **ADMINISTRATION**

- Kenny Hall and Jim Sterling met with the City Manager regarding the budget.
- Jim Sterling met with Planning staff, the developer and engineer regarding street lights at the Greenbelt Station.
- Jim Sterling met with the Garden Club regarding access to gardens at Hamilton.
- Jim Sterling attended the Maryland Building Officials training for the International Plumbing Code Design, Installation and Inspection.

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

- Took down unwanted signs.
- Pushed debris at the Northway Fields compost site.
- Cleaned storm drains around the City.
- Attended a First Aid/CPR class.
- Repaired potholes around the City.
- Worked at the community gardens with the Parks Crew.
- Repaired a banner on Cherrywood Lane that was wind damaged.
- Replaced bollards on Cherrywood Lane, Hanover Parkway and Breezewood Drive that were hit during snow storms.
- Washed trucks.

### **HORTICULTURE/PARKS**

- Removed six (6) tree stumps in Boxwood with the stump grinder.
- Repaired a mailbox that was damaged in the recent snow storm. It had been discovered in a 5-foot pile of snow.
- Continued working on the community gardens.
- Attended a First Aid/CPR class.
- Responded to tree emergencies on Cherrywood Lane after hours.
- Removed down trees from the wind storm in the Greenbelt Cemetery and Hanover Parkway.
- Replaced a basketball goal and padding at the Springhill Lake Recreation Center.
- Installed chair rails in the Greenbelt CARES offices.
- Prepared Braden and McDonald fields for baseball use.
- Brian Townsend assisted with the Storm water Solutions: Rain Barrels and More workshop held on Saturday at Public Works.

## **REFUSE/RECYCLING/SUSTAINABILITY**

- Collected 29.51 tons of refuse and 13.46 tons of recyclable material.
- Cleaned the curbs and gutters at the Greenbelt East recycling center.
- Worked on refuse truck #262.
- Picked up pallets from the produce distribution at the Springhill Lake Elementary School.
- William Smith put together and assisted with a First Aid/CPR class for Public Works employees held at the Community Center.
- Luisa Robles met with Jeannie Jacovazzi about her volunteering with CHEARS and Public Works. She is a “Friend” of Green ACES and the Green Team and is getting a degree in environmental sciences and has some time to help us with our projects.
- Luisa Robles met with Alex and Kim of CHEARS and Jeannie Jacovazzi to fine-tune our projects, the Storm water Solutions workshop, etc.
- Luisa Robles attended the Council meeting on Monday to speak about Green ACES recommendations for the Greenbriar stream mitigation.
- Luisa Robles attended the Rooftop Solar Challenge meeting for Prince George's County on March 11th via phone. This is to streamline the process for residents to go solar.
- Luisa Robles attended the Maryland Multi City Boards and Commissions meeting on Wednesday where Bowie hosted this time.
- Luisa Robles met with the Streams sub-group looking into prioritizing streams and wetlands for future restoration efforts.
- Luisa Robles attended a meeting with Terri Hruby and Joanne Throw from the Environmental Finance Center about Greenbelt’s responsibility regarding our National Pollution Discharge Elimination System permit (NPDES).
- Luisa Robles attended and spoke at the Storm water Solutions workshop on Saturday.

## **FACILITIES MAINTENANCE**

- Replaced an outlet by the flagpole at the Veteran’s Memorial in Roosevelt Center.
- Replaced the bulletin board in the Multi-Purpose Room at the Community Center.
- Rebuilt a faucet in the men’s restroom at Buddy Attick Park.
- Repaired the slow-fill CNG pump at Public Works.
- Ran wiring for Verizon FiOS in the GATE office at the Community Center.
- Painted Room 114 in the Community Center and two ceilings in the restrooms at the Youth Center.



# **Greenbelt Recreation Department** **Weekly Report**

Week Ending March 14, 2014

## **ADMINISTRATION:**

- The Youth Advisory Committee visited the State House in Annapolis to learn about the legislative process and meet with State Senator Paul Pinsky. The Committee watched the Senate in action during their evening session.
- Continued to work on the FY 2015 budget.
- Met with group interested in using the Braden Field Tennis Courts this summer.
- Met with Public Works staff to discuss field maintenance and schedule of work as the spring youth sports activities get underway.
- Continued to collect Contribution, Recognition and Civic group applications.

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

- Flyers were created for upcoming events and classes.
- Registrations for camps continue to be processed.
- Permits continue to be processed for parks.
- Computer Lab at the SHLRC continues to be a popular activity at the center.
- New backboard pads and rims were installed at the SHLRC. Thanks Public Works!

## **ARTS:**

- Spring session arts education programs begin next week. Registration is ongoing. Staff are assisting prospective students, preparing the studios, restocking supplies, updating and disseminating studio guidelines, providing rosters and administrative materials to instructors, and interviewing college arts education students for volunteer classroom assistant positions with our afterschool arts programs.
- Prepared content for the summer 2014 activity guide.
- Reviewed FY 2015 Contribution Group applications from alight dance theater, Chesapeake Education Arts and Research Society, Friends of New Deal Café Arts, Greenbelt Arts Center, and Greenbelt Concert Band. Appointments are scheduled for April 1 for these groups to meet with the Greenbelt Arts Advisory Board. Staff are compiling the Board's reviews of several recognition groups for incorporation into a later report to Council.
- Provided additional materials for the FY 2015 proposed budget, including reformatted attendance numbers, updated program offerings, course evaluation data and comments from program participants and Maryland State Arts Council panelists.
- The Greenbelt Youth Musical closed on Saturday after delighting large audiences at all four performances. Staff is in the process of cleaning, sorting, storing and returning costumes and props.
- Working with the Public Information Coordinator to format and post applications for the 2014 Festival of Lights Juried Art and Craft Fair.
- Currently on view at the Greenbelt Community Center Art Gallery: Intertidal Souls – Artwork by M. Jordan Tierney. Through collage and nautically-themed mixed media sculpture, Tierney presents imagined vessels and artifacts speaking to life's many journeys. This show continues through April 11.

## **AQUATIC AND FITNESS CENTER:**

- Spring water exercise classes have started.
- Working with Public Works on repairs to the showers.
- The hot tub received its bi-weekly cleaning.
- Attended MRPA workshop on Top Ten Techniques of Managers Who Excel.
- Homeschool swim lessons start March 14, Saturday children's swim lessons start March 15.

## **COMMUNITY CENTER:**

- The MPR opened on Wednesday with the new Marmoleum floor installed.
- The 2014 Winter Youth Musical Perseus and the Gorgon closed last weekend. A total of 774 tickets were sold for four shows.
- Registration for Bike to Work Day on Friday, May 16, 2014 is now open. Register at [www.biketoworkmetrodc.org](http://www.biketoworkmetrodc.org). The Greenbelt Pit Stop will be in front of GAFC from 6:30am-8:30am. Along with Anacostia Trail Heritage Area, Proteus Bicycles, Arrow Bicycle and Greenbelt COOP as 2014 sponsors, the Pit Stop welcomes Chef Lou who will be providing freshly baked breakfast snacks.
- CC Coordinator instructed a CPR class for ten Public Works staff.
- A new refrigerator for the MPR kitchenette was purchased and delivered.
- CC and PW staff met with a Forbo representative in regard to the install of the new MPR Marmoleum floor.
- CC Supervisor participated in a Bike to Work Day meeting at COG in DC via conference call.
- CC Coordinator attended a Maryland Recreation and Parks Association workshop in Howard County on Ten Behaviors of Managers Who Excel.
- There are currently two Center Leader shifts open.
- The facility hosted an American Red Cross Blood Drive.
- Camp registration continued.
- Budget preparation continued.
- There were 5 facility permits processed.
- There were 2 private rentals and 17 pattern rentals.
- The following groups received free space: Greenbelt Concert Band, Golden Age Club, Greenbelt Writers Group, GIVES, Greenbelt Community Foundation, Greenbelt Labor Day Committee, Girl Scouts of the Nation's Capitol, Charlestowne Village, Greenbelt Baseball and Greenbelt Computer Club.
- The following City groups received free space: Be Happy, Be Healthy Yoga & Volleyball, CARES, Advisory Planning Board, City Council and GAIL.

## **THERAPEUTIC RECREATION:**

- The first and second brochure generators were run for the summer brochure. The layout process will begin on Monday.
- Met with GAIL staff on Tuesday to discuss upcoming events, clients and planning future events and workshops.
- TR Staff trained the Community Center's new office assistant how to process the credit card reports and send them to Finance.
- Six individuals went to Annapolis Mall on Thursday using the Connection van for transportation.
- The trip to Spamalot (March 19) and to the Amish Farm and Moses (April 17) are both filled.
- The 17th Annual Ice Cream Social, featuring the Retro Rockets, took place on Friday, March 14 in the Community Center gym, kitchen and dining halls.

## **KIDS**

- Most Winter classes wrapped up this week.
- Spring classes start on Monday, March 17.
- Summer Activity Guide coordination is underway.
- Adjustments were made to the Mom's Morning Out fee schedule due to the inclement weather.
- Staff is coordinating Celebration of Spring to be held on May 17.