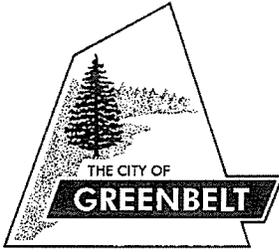


September 2014

City of Greenbelt

www.greenbeltmd.gov

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 City Holiday	2	3 8 pm – Work Session – City Manager Update – CC	4	5	6
7	8 8 pm – Council Meeting – MB	9	10 8 pm – Work Session – Greenbelt Theater Operations – CC	11	12	13
14	15 8 pm – Work Session – *Pepco – MB	16	17 8 pm – Work Session – *Transit Meeting – MB	18	19	20
21	22 8 pm – Council Meeting – MB	23	24 No Meeting	25	26	27
28	29 8 pm – Work Session – *Roosevelt Center Owner – MB	30	MB – Municipal Building – 25 Crescent Road – 301.474.8000 CC – Community Center – 15 Crescent Road – 301.397.2208 Weather Hotline – 301.474.0646 Meetings subject to change Call 301.474.8000 for verification.			



City Manager's Report Week Ending August 29, 2014

1. All City Departments worked very hard to prepare for the Labor Day Festival.
2. Met with Kelly Ivy and new carnival vendor to make additional accommodations for carnival trailers.
3. Celia, Cindy and I met to discuss the necessary steps to correct errors in the South Core annexation Resolutions.
4. Attached is an email from Megan Young indicating that Beltway Plaza will host the Museum's traveling timeline exhibit starting on September 8.
5. Assisted with preparations for Outstanding Citizen reception.
6. Distributed a total of 300 Welcome Packets to Franklin Park, Hunting Ridge, University Square, Lakeside North, Windsor Green and Glen Oaks.
7. Finance Department
 - a. City Treasurer participated with Maryland Property Assessment Work Group.
 - b. City Treasurer has been working on non-classified employee wage scale to comply with minimum wage law.
 - c. Sent survey letters to Greenbelt businesses to determine the number of employees employed in calendar year 2013. These figures are part of the City's Comprehensive Annual Financial Report (CAFR).
 - d. Continued preparing and gathering documentation for auditors.
8. Information Technology
 - a. Meet with Police Department re: IT response expectations
 - b. Meet with Liz Park re: video/ audio solution for parent training
 - c. View webinar re: Cyber Threats and Response
9. Staffed work sessions of 8/25 and 8/27. Prepared for 9/3 work session.
10. Enjoy the Festival!

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

David Moran

From: Megan Young
Sent: Friday, August 29, 2014 11:35 AM
To: David Moran
Subject: Update on Timeline Exhibit display at Beltway Plaza
Attachments: traveling exhibit.JPG

David,

I just wanted to give you an update regarding display of the Museum's current timeline exhibit at Beltway Plaza. I've just spoken with Kap Kapastin, Janubi Devendra, and Jon Enten (a marketing consultant working with Kap) and set a date to install the traveling version of the exhibit in the mall. This coincides with their anniversary celebration. I'll be installing the exhibition near the main entrance to the mall on Monday, September 8 and I committed to leaving it there for at least 6 months.

I'm very excited to be able to have a presence in the mall and grateful for the opportunity to do outreach in Greenbelt West. We may plan to do an event there at some point in conjunction with the exhibit, so I will update you if/when those plans come together, but for now, this is a great way to share Greenbelt's history with mall-goers and it's great exposure for the Museum. It is out in the open, so there is the possibility that damage or vandalism could occur, but its proximity to the security office should mitigate those chances.

I've attached a photo of the traveling exhibit from when I set it up at the city's Celebration of Spring earlier this year, just FYI.

Thanks,
Megan

Megan Searing Young
Director
Greenbelt Museum
15 Crescent Road
Greenbelt, MD 20770
301-507-6582
www.greenbeltmuseum.org



COUNCIL ACTION REQUESTS (CAR) REPORT

as of August 29, 2014

NO.	REQUESTED BY	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
2014						
27	Work Session	8/18	Revise outdoor event permit proposal following comments at 8/18 work session.	10/15/14	Joe	
26	Work Session	8/13	Check sidewalk condition and need for street tree pruning in Greenbrook Estates.	10/30/14	Kenny	
25	Work Session	8/13	Check on usage and behavior at University Square basketball court – Complaint about noise, language and hours of use.	9/30/14	Jim	Police Department has been advised.
24	Work Session	8/13	Check and report on operating status of crosswalk signals at Crescent & St. Hugh's and Green Ridge House.	10/30/14	Kenny	
23	Work Session	8/13	Monitor intersection of Lakecrest & Legion Dr. – Need stop sign to keep traffic from blocking other traffic?	10/30/14	Kenny	
22	Work Session	8/13	Need pedestrian bollard at Lakecrest & Prince James Way.	9/30/14	Kenny	
21	Work Session	8/13	Send Mr. Flynn the list of rented homes in Boxwood.	9/30/14	Celia	
20	M & C Meeting	8/11	Refer Schrom Hills Park fitness proposal to PRAB.	10/30/14	David/Julie	Document emailed to Julie on 8/13/14.
19	M & C Meeting	8/11	Produce a regularly updated status report on theater project.	9/30/14	Mike/Jim S.	
18	Work Session	8/4	Send Greenbelt Middle School Task Force Report to Dr. Maxwell.	8/8/15	David	Emailed on 8/5/14. *
17	M & C Meeting	7/14	Request installation of crosswalk on Southway in vicinity of B/W Parkway Ramp.	12/30/14	Mike	Sent to SHA.
16	Work Session	6/16	Draft action plan in response to Abell petition.	9/30/14	Mike	In works.
15	Work Session	6/18	Update playground inventory – include surface material info and condition of equipment.	8/30/14	David	Draft included in 8/15/14 City Manager report.
14	M & C Meeting	6/4	Research the recall processes in other communities.	9/30/14	John	

NO.	REQUESTED BY	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
13	Work Session	5/14	Explore with Green Ridge House the establishment of community gardens.	11/30/14	Kenny	Solicitation of interest has been placed in June/July newsletter.
12	M & C Meeting	4/28	Prepare response to petition for drinking fountain in Roosevelt Center.	7/30/14	Kenny	
10	Work Session	4/23	Research whether city can/ should enforce recycling for multi-family housing.	6/30/14	Bob/John	
9	Work Session	4/2	Prepare report on impact of providing sick leave to non-classified employees.	9/30/14	David	
8	Work Session	3/26	Status of removing double poles.	4/30/14	Kenny	Email sent 4/3/14. Discussed at GHI Work Session (6/30). Letters sent to Comcast and Verizon 7/14/14. Verizon responded 7/15/14. Reminder sent to Verizon 8/14/14.
3	M & C Meeting	1/27	Implement recommendations on Police signage plan, plus add signage for Fire Station.	5/30/14	Kenny	
2	M & C Meeting	1/13	Refer to PSAC request to review and update city's emergency plan – include Ms. Mach's NLC handout.	5/30/14	Jim/Mary	Briefing set for September 2014 meeting.
2013						
50	Work Session	12/11	Check into NLC waterline insurance program.	1/30/14	Mike	
45	M & C Meeting	10/28	Are there limitations on how long banner signs can be in use – County Zoning Code or City Covenants – Franklin Park signage issue?	1/31/14	Celia	
44	M & C Meeting	10/28	Develop policy on use of city property for festivals, gatherings, etc. – fees, set-up, clean-up, scheduling – Refer to PRAB, AAB and PSAC.	6/30/14	Julie	Work Session scheduled for 8/18/14.*
41	M & C Meeting	10/14	Prepare report on conditions and recent history of Greenbriar Park.	1/30/14	Kenny	
39	M & C Meeting	10/14	Prepare report on pros and cons of city having CB-89 type legislation by 12/30/13.	12/30/13	Bob/Mike	Awaiting response from County Executive @ 12/11/13. Email update provided 2/4/14. City Solicitor opinion provided 2/14/14.

NO.	REQUESTED BY	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
34	Work Session	7/15	Check on history of pipe in dam - Any agreement with SHA or WSSC? Any evidence that WSSC crushed pipe in install of 96 inch main?	12/30/13	Mike	
27	M & C Meeting	7/8	What would be next steps if County proceeds on Sunnyside project?	9/30/13	Bob	Met with City Solicitor on 9/11/13. Awaiting response from County Executive from 12/11/13 meeting.
12	M & C Meeting	4/22	Review and respond on proposal for campfire ring at Northway Fields.	6/30/13	Celia/Julie Kenny/Jim	In study.
10	Work Session	4/15	Develop volunteer brochure similar to Laurel's.	7/30/13	Liz	Done. In 8/22/14 City Mgr. Report. *

2012

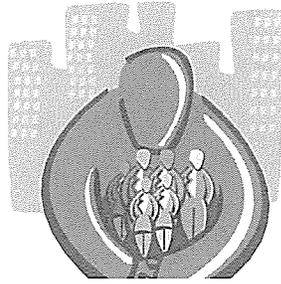
30	Work Session	8/27	Recheck trash area behind New Deal/ Credit Union/ Joe's – look for ways to make more attractive – include merchants and Planning Department. (CAR 2009-14) - Check screening of dumpsters.	10/30/12	Kenny	Discussed @ 10/9/13 and 4/16/14 Work Sessions with merchants.
11	M & C Meeting	5/14	Review of City Code for outdated sections including whether bikes need to be registered.	12/30/12	Cindy	Funds budgeted for full update of Code in FY 2015.
5	M & C Meeting	3/12	Refer to P&CD, Rec. Dept., PRAB and YAC – Should there be a dog park in center part of city? Details in meeting minutes.	10/30/12	Celia/Julie	Changed due date to October 2012 due to workload.
4	M & C Meeting	1/9	Refer Sustainable Land Care Policy to ACT, Green ACES, YAC and FPAB for review and comment.	3/30/12	Cindy	Referred at 1/13/12. FPAB has reviewed @ 7/19/12. YAC submitted report @ 9/19/12. ACT did detailed review in July and August 2013 and has submitted revised version @ 10/29/13.

2011

34	M & C Meeting	12/12	Begin work on Southway sign – Replace scratched glass ASAP.	6/30/12	Terri	Scratched glass replaced @ 1/6/12.
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NO.	REQUESTED BY	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
9	Work Session	6/13	Look at need for lighting along walkways between 11 and 13 Court Ridge. Also look at condition of existing lighting, walkway and vegetation. Further survey and referral to PSAC.	9/30/11	Mike	Checking power availability at 11 - 13 Courts.
2010						
42	Work Session	10/4	Implement a city employee identification card system.	4/30/11	Mary	In development @ 9/1/11. Draft proposal submitted by Human Resources @ 8/20/12.
32	Mayor Davis	6/25	Does city need its own ordinance to limit roadside solicitation per 2008 State law?	8/30/10	Bob	City Solicitor response in 9/3/10 City Manager Report. A city ordinance is being drafted.
28	Work Session	6/9	Draft legislation to implement new planning authority (CB-16).	9/30/10	Bob	County legislation approved 5/3/11. City Solicitor drafting language @ 1/25/12.
16	Work Session	4/21	Develop policy on when city will issue proclamation – Mayor’s authority?	7/30/10	Cindy	Ms. Davis has reviewed proclamations back to 2000 and working on report.
2009						
11	M & C Meeting	4/27	Should there be benches and trash cans at bus stops on Southway between Ridge & Greenbelt Road?	9/30/09	Celia/Kenny	
9	M & C Meeting	4/13	Review Section 11 – 42 of City Code – parking - in light of Bare complaint - amend?	9/30/09	Celia	Matter discussed at 2/3/10 Work Session and continuing to be worked.

CITY NOTES



Greenbelt CARES

Week Ending August 29

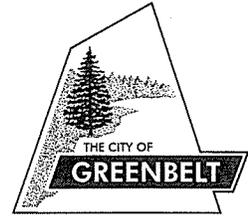
Tuesday, the Advisory Committee on Education (ACE) held its first meeting of the academic year. There were three (3) visitors – Mr. Kochell from GAVA/GATE, Ms. Melinda Brady, a prospective committee member and Ms. Dawson, a new city resident.

Monday, August 18 – Wednesday, August 20, Sharon Johnson attended the annual American Association of Service Coordinators (AASC) conference in Dallas, Texas and is looking forward to working with the residents to revamp and/ or develop new and exciting programs in the near future.

The Food for Four Legged Friends (4F Program) comes to an end: A \$5,000 grant obtained by the GAIL program, which allowed the Service Coordination program to purchase pet food for the little furry members of Green Ridge House, had their last quarterly distribution this month. Pictures and stories will be shared in the fall edition of the Green Ridge House Gazette.

WEEKLY REPORT

Planning and Community Development
Week Ending: Friday, August 29, 2014



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

CODE ENFORCEMENT

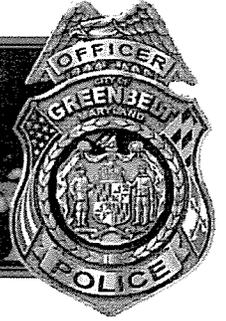
Commercial Properties:	<i>Smith Ewing commercials were annually inspected.</i>
Rental Property:	<i>Two rental properties were inspected.</i>
Apartments:	<i>Conducted annual re-inspection of Franklin Park at Greenbelt Station.</i>
Permits:	<i>Nineteen permits were issued.</i>
Complaints:	<i>Two complaints were logged regarding a small dog left in car unattended resulted in municipal infraction being issued, leaking pipes, roaches and bed bugs.</i>
Construction Sediment Erosion Control:	<i>Reviewed plans for construction in the City's right-of-way submitted by Comcast, Pepco, Washington Gas, WSSC and Greenbelt Homes, Inc. (GHI).</i>
Animal Control:	<i>Three cats and two dogs were found running at large; Two cats and one dog were adopted; One cat trapped, neutered and released; Removed carcass of an opossum and raccoon; Assisted resident with an injured cat; and Prepared for Labor festivities and parade.</i>
Alarms:	<i>One false alarm invoice and one false alarm warning notice were mailed; Two commercial alarm renewals were mailed; and One new commercial alarm license was issued.</i>
Noise:	<i>Three noise warnings were mailed.</i>
Meetings:	<i>Staff Attended: Advisory Planning Board meeting to discuss Planning Project updates; Staff Met With: Steve Montgomery, Greenbelt Station, regarding alley repairs and inspection; Joe Scallion to discuss the Jane Apartments; and Alicia Dennis of CohnReznick to discuss billing and collection procedures.</i>

08/29/2014
P&CD WEEKLY REPORT CONT...

Planning Projects: Responded to zoning inquiries;
Worked on reporting documents for Springhill Lake Youth Center parking lot project;
Prepared and submitted change order documents to State Highway Administration for the Springhill Drive Safe Routes to School project;
Prepared meeting minutes for the Advisory Planning Board;
Monitored operation of the flashing pedestrian crossing beacon on Crescent Road at Saint Hugh's and found it to be working on all occasions (staff will continue to monitor);
Reviewed materials for the Safe Routes to School project; and provided update to the State Highway Administration's project manager;
Rewriting the FEMA Dam Mitigation Grant;
Chesapeake Bay Trust grant program review/preparation for grant application;
Working on revisions to the trail map for the Anacostia Trails Historical Area Grant;
Preparing power point presentation on transportation, land use connections, bus stop safety and accessibility; and
Researching Greenhill Road Crosswalks and speeding issues utilizing the Maryland Manual Uniformed on Traffic Control Device (MDMUTCD).

Other Items of Interest: Delinquent fee audit and collection.

GREENBELT POLICE DEPARTMENT



CRIME REPORT

AUGUST 27, 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.

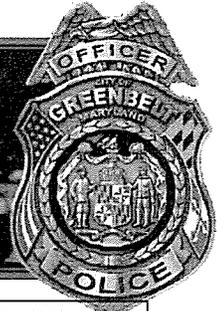
CENTER CITY

08/22 10:55 P.M.	200 block Lakeside Drive. Disturbing the Peace arrests. A 16 year old Greenbelt youth and a 15 year old Greenbelt youth were arrested for Disturbing the Peace after officers responded to a report of individuals being loud playing basketball after the courts were closed for the night. The youths were told to leave, but returned a short time later. The youths were released to a parent pending action by the Juvenile Justice System.
08/23 3:30 A.M.	Area of Greenbelt Road and Kenilworth Avenue. DWI/DUI arrest. Lakisha Lynn Mason, 33, of Fort Washington, 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.
08/24 12:23 A.M.	6900 block Greenbelt Road. DWI arrest. Winston Burris, 53, of Upper Marlboro, MD was arrested and charged with Driving While Impaired by Alcohol during a sobriety checkpoint. The suspect was released on citations pending trial.
08/24 1:57 A.M.	Area of Greenbelt Road and Lakecrest Drive. DWI/DUI arrest. Michael George, 61, of Lanham, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges during a sobriety checkpoint. The suspect was released on citations pending trial.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



08/24 10:35 P.M.	Unit block of Greenway Place. Theft. The victim advised that he saw the suspect sitting on a bench crying on Crescent Road. The suspect advised that she was homeless. The victim brought the suspect to his residence, leaving her unattended while he went outside. A short time later a second suspect came to his residence asking for the first suspect. The second suspect was then let inside unattended. The victim went back inside and noticed money missing. Both suspects denied taking the money and left the area. The victim then noticed knives, jewelry and other items missing. The suspects are described as an unknown female, 5'5", 125 pounds, with black hair and a medium complexion, wearing a 'flowered' shirt and blue jeans and an unknown male, 5'7", 160 pounds, with a light complexion and short black hair, wearing all black.
08/26 3:42 P.M.	Unit block of Greenway Place. Burglary. Unknown person(s) used unknown means to enter his residence. A wallet and cash were among the items taken. The victim believes that the burglary is somehow related to the above-listed incident.
08/27 6:40 P.M.	59 court Ridge Road. Theft. Unknown person(s) removed a parcel package from the doorstep of a residence.

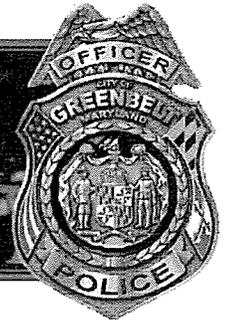
FRANKLIN PARK/BELTWAY PLAZA/GREENBELT METRO/CAPITOL OFFICE PARK

08/22 12:34 A.M.	5700 block Cherrywood Lane. Vandalism. The victim, a cashier at the Shell FoodMart, advised that the suspect entered the store and attempted to purchase alcohol. When the victim refused, the suspect punched the front door several times before leaving, breaking the glass. The suspect is described as a black male, no further.
08/23 11:00 P.M.	6000 block Springhill Drive. Burglary. Unknown person(s) entered the residence by forcing open the patio door. A television, a notebook-type computer and a table saw were among the items taken.
08/24 8:53 P.M.	5700 block Cherrywood Lane. Possession of Marijuana arrest. Sean Joseph Whitmire, 23, of Lanham, MD was arrested and charged with Possession of Marijuana and Possession of Paraphernalia after officers stopped a vehicle for a traffic violation. The suspect was released on citations pending trial.
08/25 3:00 P.M.	6000 block Greenbelt Road. Theft. Unknown person(s) removed the victim's wallet from her purse at the Laundroland Laundromat.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



GREENBELT EAST/GREENWAY SHOPPING CENTER

08/22 4:47 P.M.	7500 block Hanover Parkway. Theft. Unknown person(s) removed an unattended purse from a medical office.
08/26 10:30 P.M.	7600 block Greenbelt Road. Robbery. The victim, a cashier at the Exxon Service Station, advised that the two suspects entered the store wearing ski masks, one armed with a handgun. The suspects ordered the registers to be opened. After taking money the suspects left the store and ran to a nearby vehicle driven by a third suspect and fled the scene. The suspects are described as a black male, 5'9", with black hair in dreadlocks and a black male, 5'10", with black hair in dreadlocks, wearing a black t shirt. No description was given for the driver of the suspect vehicle, described as a white in color SUV.

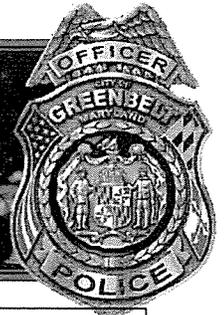
Automotive Crime - City Wide

08/23	9300 block Edmonston Road. Theft from auto. A registration sticker was taken from a vehicle tag.
08/24	6000 block Greenbelt Road. Recovered stolen auto. A 1997 Chrysler Town and Country van, reported stolen to the Alexandria City Police Department. No arrests.
08/24	6000 block Greenbelt Road. Attempt stolen auto. The victim advised that he was walking to his vehicle in the parking lot of Beltway Plaza when he noticed a subject sitting inside his vehicle. When he confronted the suspect the suspect threatened him with a rock and knife. The suspect then entered the below stolen vehicle and fled the scene. The suspect is described as a black male, 5'8", 150 pounds, with black hair and brown eyes.
08/24	6000 block Greenbelt Road. Stolen auto. A red 2003 Dodge Caravan, Maryland tags 2BG2496.
08/25	6700 block Lake Park Drive. Stolen auto. A 2009 Chevrolet Malibu 4-door. The vehicle was recovered the same evening by the Metropolitan Police Department in the 2800 block of Fairlawn Street N.E., Washington, D.C. No arrests. The tags on the vehicle at the time of theft, Maryland 8BE8989, were not recovered and are still out as stolen.
08/26	7500 block Mandan Road. Stolen auto. A 2014 Ford Econoline van. The vehicle was recovered prior to it having been reported stolen by the Prince George's County Police Department in the 2300 block of 51 st Place, Hyattsville, MD. No arrests were made.
08/26	9100 block Edmonston Road. Theft from auto. Unknown person(s) removed both rear seats and damaged the ignition, possibly in an attempt to steal it.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT

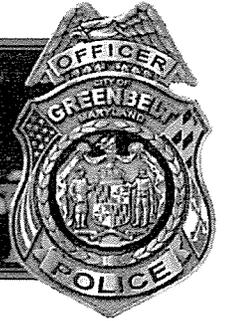


08/27	100 block Westway. Vandalism to auto. Unknown person(s) tore the temporary registration tag off of a vehicle.
08/27	Recovered stolen auto. A 2009 Buick Lucerne 4-door, reported stolen August 8 th from the 9300 block of Edmonston Road, was recovered this date by the Metropolitan Police Department in the area of 30 th Street and Erie Street S.E., Washington, D.C. No arrests. The tag on the vehicle at the time of theft, D.C. EN5104, was not recovered and is still out as stolen.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



CRIME REPORT TALLY SHEET

WEEK OF AUGUST 27, 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.

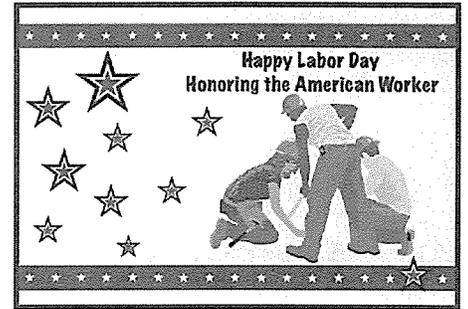
<u>GENERAL CRIMES</u>		<u>GENERAL CRIMES (CON'T)</u>	
Carjacking		Animal Bite	
Sex Offense (Suspect known to victim)	1	Disruption of School Activities	
Armed Robbery		Transporting a Handgun in a Vehicle	
Attempt Armed Robbery		Reckless Endangerment	
Strong Armed Robbery		Emergency Commitment Petition	1
Attempt Strong Armed Robbery		Missing Person	
Burglary	2	Fraud	
Attempt Burglary		Unattended Death	
Assault		Alcohol Violation	
Domestic	2	False Report	
Drugs	1	Harassment	
DUI/DWI	3	Field op (suspicious person)	
Theft	6	Notification for other agency	
Vandalism	1	Disturbing the Peace	1
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	3
Trespass		Recovered Stolen Vehicles	4
Disorderly Conduct		Recovered Stolen Tags	
Failure to Obey Lawful Order		Theft From Vehicles	2
Credit Card Offense		Attempt Theft From Vehicles	
Telephone Misuse		Attempt Theft of Vehicle	
Counterfeit Money		Vandalism to Vehicles	1
Suspicious Person		Accidents	4



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

Department of Public Works

Week Ending August 29, 2014



HIGHLIGHT

- Crews worked to prepare for this weekend's Labor Day festival. Activities included: constructing booths, providing electrical power and water, installing lights, setting up tables and chairs, delivering picnic tables, helium tanks, bales of straw and art board displays, preparing ball fields for weekend tournaments, putting out several trash and recycling containers around the carnival site and training volunteers, modifying parking arrangements and performing maintenance on the flower beds.

ADMINISTRATION

- Jim Sterling continued project management and oversight of the theater project including meeting with Cardinal Sound regarding exhaust requirements for projection equipment.
- Jim Sterling coordinated and inspected the Pave Drain project (permeable articulating block installation) at the Springhill Lake Recreation Center. The project is part of a grant the City secured from the National Fish and Wildlife Foundation. Removal of existing material is nearly completed and installation of material will begin next week.
- Kenny Hall and Jim Sterling held a staff meeting with supervisors and shift supervisors for the Labor Day festival.

STREET MAINTENANCE/SPECIAL DETAILS

- Checked for graffiti and took down unwanted signs.
- Constructed and assembled booths for the Labor Day festival.
- Attended a Labor Day Committee meeting.
- Worked the festival throughout the weekend.

HORTICULTURE/PARKS

- Park areas and athletic fields were mowed.
- Lined the soccer field off of Mandan Road for league play.
- Lined the football field at Braden Field for league play.
- Serviced citizen's chipper requests.
- Cut grass throughout the city.
- Assisted with transporting and setting up picnic tables and pegboards for the Labor Day festival.
- Weeded the landscaping on Southway.
- Watered trees planted less than a year ago throughout the city.
- Installed temporary fencing around specimen trees and landscaping for protection from crowds.
- Coordinated clean-up of the Labor Day festival grounds and parade Saturday, Sunday and Monday.
- Installed yellow jacket traps around the festival area.
- Glass has been ordered for the new bus shelter on Hanover Parkway, but it is operational.

FACILITIES MAINTENANCE

- Completed work on the installation of the LED lights at the Springhill Lake Recreation Center.
- Hooked up electrical power and lights in the Labor Day booths and assisted other crews.
- Provided cleaning services in all city buildings.

REFUSE/RECYCLING/SUSTAINABILITY

- Collected 35.46 tons of refuse and 14.25 tons of recyclable material.
- Continued managing the Signup Genius for the volunteers helping with recycling at the Labor Day Festival.
- Interviewed three applicants over the phone and two in person for the Volunteer Maryland CHEARS position as our chosen candidate from last week declined the offer.
- Finalized the MEA grant and sent it to Dean Fisher.
- Assisted with the set-up of the Public Works booth, information, flyers, etc. Staffed the booth throughout the weekend.



Greenbelt Recreation Department **Weekly Report**

Week Ending August 29, 2014

ADMINISTRATION

- Attended Maryland Municipal League Communications Committee meeting in Annapolis.
- Attended a PRAB sub-committee meeting on review of the Buddy 'Attick' Masterplan. The sub-committee will present the suggested revisions at the September 17 PRAB meeting.
- Met with Faith Wachter and Dionne Neblett, representatives from MPT, to finalize logistics for the free screening of The Roosevelts, a film by Ken Burns. Next Thursday a test run-through of the film and sound will be done. As of Thursday, there were 307 RSVP's.

YOUTH CENTER/ SPRINGHILL LAKE/PARK RANGERS

- Staff has been busy making preparations for the Labor Day Festival.
- The Springhill Lake Recreation Center parking lot was closed due to construction. The facility remains open for normal hours of operation. On street parking is being allowed to accommodate users. Work is expected to continue next week.
- Fall 2014 postcards were counted and delivered to the Post Office.
- Staff continued creating flyers for upcoming events and programs.

ARTS

- Submitted the final Maryland State Arts Council grant report for FY 2014.
- Collaborated with CHEARS and alight dance theater to prepare detailed proposal packet guidelines for the six artists moving forward in the design competition to create artwork for the Three Sisters Gardens. These guidelines have been forwarded to the artists and are due September 12.
- Opening this week at the Greenbelt Community Center Art Gallery: aerial photography of the Chesapeake Bay's eastern shore by Peter Stern, along with cardboard sculptures of hives and rock formations by David Purcell. Promotional partners include the College Park Aviation Museum and CHEARS. This show will be on view through October 17.
- The Community Center teaching studios are closed for Labor Day activities and inter-session re-organization.
- Preparations are underway for the next Artful Afternoon on Sunday, September 7. The event will include a garden-themed craft work with "the Butterfly Brigade" (Jean Newcomb and fellow volunteers from CHEARS), along with a performance by Beech Tree Puppets (Greenbelt's Ingrid and Ole Hass) of their new work, "The Giant Turnip."
- Ongoing activities include: development of a group exhibition for Active Aging Week; processing Festival of Lights Juried Art and Craft Fair applications; patron registration assistance; and preparation for the start of fall classes.

AQUATIC AND FITNESS CENTER

- The indoor pool and hot tub re-opened for business normal operating hours on Monday. The pool temperature started out at 77 degrees, but has since returned to its normal 83 degrees.
- Public Works received an estimate to repair the two windows on the indoor pool deck and has requested that the work be done after Labor Day.
- The lighting project is almost complete; there are two more lights to be replaced as well as the installation of a dimmer switch. The contractor will be back to finish the work after Labor Day.
- Continued preparation for upcoming Labor Day activities.
- The summer season is winding down; the outdoor pool will close for the season at 8 pm on September 1.
- The Pooch Plunge will be held September 6 from 11 am-3 pm.

COMMUNITY CENTER

- Supervisor and Coordinator attended a Labor Day Rising Stars coordination meeting.
- Staff provided logistics for Labor Day Festival weekend events.
- Coordinator attended a meeting in regard to the MPT preview of the Ken Burn's film on September 6.
- There were 7 facility permits processed.
- There were 4 private rentals and 14 pattern rentals.
- The following groups received free space: Golden Age Club, Greenbelt Writers Group, Greenbelt Labor Day Committee, Greenbrook Village HOA, Greenbelt Community Foundation, Forest Preserve Advisory Board, CCRIC and Green ACES.
- The following City groups received space: Advisory Planning Board, PRAB and City Council.

THERAPEUTIC RECREATION

- The TR staff has been working on pulling together the Active Aging Week activities for September 21-27. Trying to get the program complete so it will be available during Labor Day weekend.
- The TR Supervisor met with MRPA Executive Director on Monday to discuss the TR Branch and MRPA's constitution and by-laws.
- Met with the GAIL staff on Tuesday and discussed a couple of clients as well as Active Aging Week activities and the Aging Blueprint being planned for May, 2015.
- Strategy Games Club had 13 participants on Tuesday night and the club will be hosting the Strategy Games event on Saturday, August 30.
- The Food Service Manager attended her recertification class on Monday and Wednesday, and the county nutrition meeting on Tuesday.
- The TR Supervisor and one senior attended Arena Stage's VIP reception for group leaders on Thursday and got information about the upcoming season at Arena Stage.
- Friday is Nick Johnson's last day for his TR internship. Congratulations Nick!