

THE CITY OF

GREENBELT

MARYLAND

GOVERNMENT

CITY SERVICES

COMMUNITY

VISITING

I WANT TO...

January 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	01 New Year's Holiday-Offices Closed	02
03	04 Special Meeting - Draft Environmental Impact Statement (DEIS) for FBI, 7:30PM Work Session - Cablecast Upgrades/Review of Digital Integration Proposal, 8pm, MB	05	06 Work Session - Briefing on Volunteerism Report, 8pm, CC	07 Free Produce Distribution	08	09 Donation Drop-Off
10	11 Youth Advisory Committee, 5:30pm Greenbriar Meeting Room Regular City Council Meeting, 8pm, MB Interviews for Advisory Groups, 7:20PM, MB (Library)	12	13 Advisory Planning Board, 7:30pm, CC MML Legislative Reception (Annapolis), 6:00PM Work Session - Playground Surfacing, 8:30PM, CC	14	15	16
17	18 City Holiday-Martin Luther King Jr. Day - Offices Closed MLK, Jr. National Day of Service	19 Stewards of Children Program, 7pm, MB	20 Park and Recreation Advisory Board, 7:30pm, CC Work Session - Capital Office Park, 8PM, CC	21	22	23 Donation Drop-Off Electronics Recycling
24	25 Regular City Council Meeting, 8pm, MB Interview for Advisory Group, 7:40PM, MB (Library) Anger Management Class	26 Advisory Committee on Education, Principals' Meeting 6:30pm, MB Green ACES and Green Team, 7:30pm, CC	27 Senior Citizen Advisory Committee, 7pm Community Center Advisory Planning Board, 7:30pm, CC Four Cities Meeting - Zoning Rewrite (College Park) 7:30PM	28 Forest Preserve Advisory Board, 7pm, CC	29	30 Stormwater Audit
31	01	02	03	04	05	06





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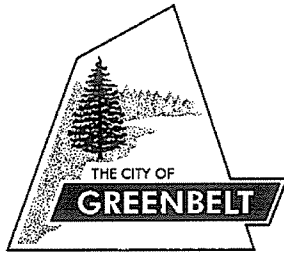
VISITING

I WANT TO...

February 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	01 Work Session - Greenbelt Lake, 8PM, MB	02 Arts Advisory Board, 7pm, CC	03 Work Session - Transit, 8PM, CC	04 Free Produce Distribution	05	06
07	08 Youth Advisory Committee, 5:30pm GAFC Regular Meeting, 8PM, MB	09	10 Advisory Planning Board, 7:30pm, CC Work Session - City Manager Update, 8PM, CC	11	12	13
14	15 City Holiday - Presidents' Day - Offices Closed Presidents' Day of Service	16	17 Work Session - PGCPS CEO Dr. Maxwell and School Board Member Grady, 8PM, CC	18 PGCMA (Greenbelt), 6PM	19	20
21	22 Regular Meeting, 8PM, MB	23 Advisory Committee on Education, 7pm, MB Green ACES and Green Team, 7:30pm, CC	24 Senior Citizen Advisory Committee, 7pm Community Center Advisory Planning Board, 7:30pm, CC Work Session - TBD, 8PM, CC	25 Forest Preserve Advisory Board, 7pm, CC Four Cities Meeting - Dr. Loh, University of Maryland, 7:30PM (College Park)	26	27 Rain Garden Workshop
28	29 Work Session - TBD, 8PM, MB	01	02	03	04	05





City Manager's Report Week Ending January 8, 2016

1. Happy New Year!!!
2. Attached is the November monthly report for the theater.
3. Attached is a memo from Christal Batey about a \$45,000 donation to the GAIL program from the estate of a deceased resident. This is a partial donation with possibly up to another \$45,000 to come. A thank you letter will be sent and consideration is being given to some type of larger acknowledgement.
4. Enclosed is a draft memo from the Planning Department on two pieces of proposed State legislation. We believe there is good reason to oppose both proposals but realize that one of them, PG/MC 111, is the bill County Council member Turner urged support for at the Legislative Dinner. PG/MC 111 would transfer much of the authority of the Planning Board to the County Council sitting as the District Council. I plan to forward the draft memo to Mr. Turner's office on Tuesday or Wednesday of next week to give him a heads up and advise that Council consideration of the bills will occur at your January 25 meeting. Celia, Terri or I would be happy to talk with you about this.
5. Last year I shared that Christal Batey, Community Resource Advocate, had been meeting with a number of nearby communities to learn how to establish their own GAIL-type program. A group from College Park is preparing a report to the College Park Council recommending establishing such a program. The group has asked if our GAIL program could provide oversight and staff support for their program. We have indicated a willingness to consider that and preliminarily estimated an additional ½ FTE would be needed and estimated the cost at between \$50 and 80,000. This is FYI in case anyone from College Park contacts you. If these discussions go further, we will bring this matter to Council with greater detail.
6. Included separately in your packet is the latest proposal from GATE on the issue of studio rental and my thoughts for your consideration.
7. Enclosed is notice from M-NCPPC that the city's lead staff level contact is changing to Mr. Carlos Ocasio. We will look for an opportunity to invite Mr. Ocasio to meet Council, possibly at the biennial M-NCPPC stake holder meeting, likely this summer.
8. Met with CARES Director, Community Resource Advocate and Human Resources Director on new hire for Service Coordinator at Green Ridge House. Sharon Johnson, the current Service Coordinator, has been selected to fill the new Geriatric Case Manager position.
9. Assistant City Manager
 - a. Prepared for a CRAB meeting next week
 - b. Reviewed State Legislation

10. Finance Department
 - a. Completed review of Recreation Department budgets for Administration, Recreation Centers, Arts, Greenbelt Kids and Fitness & Leisure.
 - b. Analyzed electricity and natural gas expenditures for FY16.
 - c. Completed State Aid for Police Protection Grant. Submitted grant to Police Dept. for review.

11. Information Technology
 - a. Attended Prince George's Intergovernmental Technology Committee mtg. – LGC
 - b. Planned conference call with Vermont Systems (Recreation software)
 - c. Attended Comcast Negotiations Meeting - CAB

12. Public Information Coordinator assisted with set up and coordination of Delegate Washington's Town Hall meeting. His staff wanted to put the meeting on YouTube.

13. Prepared for Special Meeting on January 4, Regular Meeting on January 11, work sessions on January 4, 6 and 13.

14. Held senior staff meeting.

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

COUNCIL ACTION REQUESTS (CAR) REPORT

as of January 8, 2016

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
2015						
43	Work Session	12/16	Research County Rental Tax Credit program – Establish one for City?	3/30/16	David	
42	Work Session	12/2	Draft language for Standing Rules to allow voting remotely.	2/28/15	John	
41	M & C Meeting	11/23	Language defining difference and use of Ordinance vs. Resolution vs. letter.	1/30/16	John	
39	Work Session	10/14	Can there be signage on the Beltway for Roosevelt Center (e.g. – McDonalds)?	12/30/15	Celia	
38	Work Session	10/21	Pull together info about Greenbelt Station development and city for Greenbelt Station residents.	12/30/15	Mike	
37	M & C Meeting	10/19	Request from Mr. Drago to have periodic art sales at Roosevelt Center - Refer to AAB.	3/30/16	Julie/John S.	Board discussed 11/3 and 12/1.
33	M & C Meeting	10/19	Study need for speed bumps on Ridge Road between Southway and Westway.	12/30/15	Celia	Data has been gathered. Report being drafted @ 11/6/15.
32	M & C Meeting	9/15	Check into Step Club request on bench and table request.	12/30/15	Planning	Request has been handled – City Manager report 12/11/15.*
31	Work Session	8/24	Develop a complete green street policy/standard.	6/30/16	Celia	
27	M & C Meeting	8/10	Incorporate PSAC recommendations into Emergency Operations Plan.	11/30/15	David	
26	M & C Meeting	8/10	Proceed on vacation of GHI ROW's.	12/31/15	Celia	Underway.

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (* = COMPLETED)
21	Work Session	8/05	Gateway Signage – Contact Sharon Bradley re: interest in updating design; review proposed locations.	10/30/15	Celia	Proposal approved 12/21/15 - \$9,500.*
16	M & C Meeting	6/22	Review Joe Murray’s Tick Control proposal – contact BARC and Greenbelt Park NPS.	12/30/15	Celia/Jim S.	
15	M & C Meeting	6/22	Provide Council with list of property acquisitions and available land.	9/30/15	Celia	Being prepared @ 9/23/15.
14	M & C Meeting	6/08	Refer to PSAC – feasibility of re-establishing “fire sirens” for emergency alerts.	12/30/15	Mary/Tom	
13	Work Session	6/03	Develop policy for Public Information Act requests, reflecting new legislative changes.	10/3/15	Cindy	
7	Work Session	2/04	Look into training on running meetings for advisory boards. Also on the mechanics of the city’s referral process.	6/30/15	Cindy	
6	M & C Meeting	1/26	Report on petition from Tim Cohen-Mitchell on application to Youth Advisory Committee.	3/30/15	Cindy	
2014						
36	Ms. Davis	10/18	Research interpretive sign on history of old Greenbelt Middle School.	12/30/14	David	School system approved @ 8/24/15. Draft done. 30 th anniversary set for November 6, 2015, but no notice received.
32	Work Session	8/29	Assess pros and cons of relocating Parking Enforcement, Animal Control and/or Code Enforcement functions (Organizational Assessment).	12/30/14	Mike/Celia	
31	Work Session	8/29	Prepare revised MOU with GATE following 7/23/14 work session.	10/30/14	Mike	Met 4/1/15. Proposal received 6/10/15. Returned for more consideration. Revision received 10/7/15. Memo in 1/18/16 City Manager report.
30	Work Session	8/29	Prepare report on Green Ridge House admission policies.	10/30/14	Mike	

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
29	Mr. Putens	8/29	Develop position description for Deputy City Manager, Management Analyst and Deputy Chief positions.	11/30/14	Mary	Drafted @ 1/7/15.
17	M & C Meeting	7/14	Request installation of crosswalk on Southway in vicinity of B/W Parkway Ramp.	12/30/14	Mike	Sent to SHA. Discussed at 6/10/15 work session. Update provided 9/21/15. On SHA work program.
12	M & C Meeting	4/28	Prepare response to petition for drinking fountain in Roosevelt Center.	7/30/14	Jim S.	Response in 10/24/14 City Manager Report. Resent 8/7/15.
10	Work Session	4/23	Research whether city can/should enforce recycling for multi-family housing.	6/30/14	John	
8	Work Session	3/26	Status of removing double poles.	4/30/14	Jim S.	At least 22 (25%) corrected since April 2015. Update sent by email 1/5/16. Only six (6) remain.*

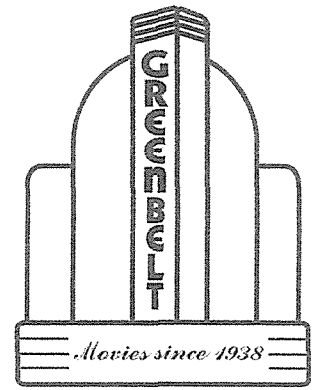
2013

45	M & C Meeting	10/28	Are there limitations on how long banner signs can be in use – County Zoning Code or City Covenants – Franklin Park signage issue?	1/31/14	Celia	
39	M & C Meeting	10/14	Prepare report on pros and cons of city having CB-89 type legislation.	12/30/13	John/Mike	Awaiting response from County Executive @ 12/11/13. Email update provided 2/4/14. City Solicitor opinion provided 2/14/14.
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	John	Met with City Solicitor on 9/11/13. Awaiting response from County Executive from 12/11/13 meeting.

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
2012						
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. Funds provided in FY 2016 budget.
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. By end of 2014.
2011						
9	Work Session	6/13	Look at need for lighting along walkways between 11 and 13 Court Ridge. Also look at condition of existing lighting, walkway and vegetation. Further survey and referral to PSAC.	9/30/11	Mike	Checking power availability at 11 - 13 Courts.
2010						
32	Mayor Davis	6/25	Does city need its own ordinance to limit roadside solicitation per 2008 State law?	8/30/10	John	City Solicitor response in 9/3/10 City Manager Report. A city ordinance is being drafted.
28	Work Session	6/9	Draft legislation to implement new planning authority (CB-16).	9/30/10	John	County legislation approved 5/3/11. City Solicitor drafting language @ 1/25/12.
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.

City Manager

Friends of the Greenbelt Theatre Memo



To: City Council
Cc: Mike McLaughlin *MM*
From: Caitlin McGrath
Date: 12/20/15
Re: Old Greenbelt Theatre
November 2015 Monthly Report

Dear City Council,

Attached please find our November financial report.

As you can see, November was a much better month than October. Our films did better than the ones in the previous month and we had fewer free events (11 versus 23).

I believe this resulted in two things: we were able to both show the first-run films more, which helped with the box office numbers; and to consolidate our audiences for the free events rather than spread them across too many free offerings, while still engaging in very popular outreach collaborations such as the Veteran's Day program with the American Legion. We added 30 new members bringing our current total at 727. We continue to improve the way we record in our accounting system so as to get all expenses and income correctly and precisely allocated. December is also proving to be a good month and we're looking forward to a strong start to 2016.

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

Best wishes and happy holidays,

Caitlin

Friends of Greenbelt Theatre
Profit and Loss
November 2015

	Total
Income	
5100 Contribution Income	
5110 Donations	
5111 Individual Donations	132.00
5112 Corporate Donations	1,250.00
Total 5110 Donations	\$ 1,382.00
5120 Grants	
5123 City Of Greenbelt	8,333.34
Total 5120 Grants	\$ 8,333.34
Total 5100 Contribution Income	\$ 9,715.34
5200 Earned Income	
5210 Box Office	21,459.50
5220 Sales - Concessions	8,914.00
5230 Merchandise	130.00
5250 Sales - Membership	785.00
5260 Rental	600.00
Total 5200 Earned Income	\$ 31,888.50
Total Income	\$ 41,603.84
Cost of Goods Sold	
6000 Cost of Goods Sold	
6100 Concessions	2,491.73
6200 Film COGS	250.00
6230 Licensing/Distribution	3,231.55
Total 6200 Film COGS	\$ 3,481.55
6300 Taxes	
6310 Sales & Use Tax	632.30
6320 Amusement	1,397.90
Total 6300 Taxes	\$ 2,030.20
6400 Merchant/Credit Card Fees	89.00
6600 POS Fees	67.50
Total 6000 Cost of Goods Sold	\$ 8,159.98
Total Cost of Goods Sold	\$ 8,159.98
Gross Profit	\$ 33,443.86
Expenses	
7000 Expenses	
7100 Administrative Expenses	
7110 Advertising	165.00
7130 Bank Charges	336.64
7140 Dues & Subscriptions	445.71
7160 Insurance	
7162 Insurance - Liability	297.18
Total 7160 Insurance	\$ 297.18
7170 Legal & Professional Fees	
7174 Charitable Donations	100.00
Total 7170 Legal & Professional Fees	\$ 100.00
7180 General and Admin Expenses	
7181 Office Expenses	401.58

Total 7180 General and Admin Expenses	\$	401.58
7200 Taxes & Licenses		67.99
7230 Professional Development		1,000.00
7240 Fundraising		925.68
Total 7100 Administrative Expenses	\$	3,739.78
7300 Payroll Expenses		
7310 Wages		12,225.03
7320 Taxes		1,073.06
7330 Benefits & Insurance		250.00
Total 7300 Payroll Expenses	\$	13,548.09
7500 Travel		-495.00
7600 Building		
7620 Utilities		608.69
Total 7600 Building	\$	608.69
Total 7000 Expenses	\$	17,401.56
Total Expenses	\$	17,401.56
Net Operating Income	\$	16,042.30
Net Income	\$	16,042.30

Wednesday, Dec 23, 2015 09:27:20 AM PST GMT-5 - Cash Basis

Greenbelt Theatre
 129 Centerway
 Greenbelt, MD 20770

BOX OFFICE SUMMARY for 11/1/2015 to 11/30/2015

BOX OFFICE SALES

Film	Running Dates	Screenings	Days	Sold	Void	Total	Gross	% Admits	% Gross	Rk
Brooklyn	11/25/2015 to 12/17/2015	18	6	1012	0	1012	\$7,840.00	33.95%	34.43%	1
Bridge of Spies	11/13/2015 to 11/24/2015	29	12	955	0	955	\$7,532.00	32.04%	33.08%	2
Truth	10/30/2015 to 11/12/2015	22	12	371	0	371	\$2,840.00	12.45%	12.47%	3
Rocky Horror Picture	11/13/2015 to 11/13/2015	1	1	213	0	213	\$1,781.00	7.15%	7.82%	4
Sicario	11/6/2015 to 11/12/2015	9	7	120	0	120	\$960.00	4.03%	4.22%	5
The Princess Bride	11/21/2015 to 11/21/2015	1	1	159	0	159	\$904.00	5.33%	3.97%	6
Ponyo	11/7/2015 to 11/7/2015	1	1	66	0	66	\$337.00	2.21%	1.48%	7
Ernest and Celestine	11/28/2015 to 11/28/2015	1	1	31	0	31	\$168.00	1.04%	0.74%	8
Clueless	11/27/2015 to 11/27/2015	1	1	19	0	19	\$164.00	0.64%	0.72%	9
Stop Making Sense	11/7/2015 to 11/7/2015	1	1	18	0	18	\$150.00	0.60%	0.66%	10
Learn and Live	11/14/2015 to 11/14/2015	1	1	10	0	10	\$61.00	0.34%	0.27%	11
Annie	11/14/2015 to 11/14/2015	1	1	7	0	7	\$31.00	0.23%	0.14%	12
Box Office Totals				2981	0	2981	\$22,768.00			

	Total	Gross
Sales for Show Times Before 5:00 PM	967	\$6,299.00
Sales for Show Times Starting 5:00 PM	2014	\$16,469.00

Greenbelt Theatre
 129 Centerway
 Greenbelt, MD 20770

OPERATING SUMMARY BY MONTH from Sunday, November 01, 2015 to Monday, November 30, 2015

Month	Total Attendance	Total Revenue	Concessions Revenue	Misc Revenue	Movie Revenue	Total Showings	Average Ticket Price	Per Capita Concession
November	2,981	\$32,973.50	\$7,847.00	\$2,358.50	\$22,768.00	86	\$7.64	\$2.63
Totals	2,981	\$32,973.50	\$7,847.00	\$2,358.50	\$22,768.00	86	\$7.64	\$2.63
Weekday	658	\$8,138.25	\$2,024.25	\$900.00	\$5,214.00	36	\$7.92	\$3.08
Weekend	2,323	\$24,835.25	\$5,822.75	\$1,458.50	\$17,554.00	50	\$7.56	\$2.51

FGT Community Events, November 2015

Date	Film Title	Category/Collaboration	Attendance
5-Nov	National Trust Tour	Community Outreach	25
7-Nov	Ponyo	Family Programming	66
7-Nov	Stop Making Sense	Community Outreach	18
11-Nov	This is America, Charlie Brown - 3 episodes	Community Outreach	50
13-Nov	Rocky Horror Picture Show	Community Outreach	215
14-Nov	Annie	Family Programming	7
14-Nov	Veterans Day Show - Live and Learn	Community Outreach	10
15-Nov	Member event	Community Outreach	30
21-Nov	Princess Bride	Family Programming	139
27-Nov	Clueless	Community Outreach	19
28-Nov	Ernest & Celestine	Family Programming	31

Greenbelt Theatre
129 Centerway
Greenbelt, MD 20770

ACTIVE MEMBERSHIP SUMMARY for Wednesday, December 23, 2015

Membership	Quantity
Actor	16
Actor - Family	6
Adult	74
Couples	227
Director	3
Director - Family	1
Family	201
Founder`s Circle	8
Senior	180
Star	4
Student	1
Student Gratis	6
Total	727

Greenbelt Theatre
129 Centerway
Greenbelt, MD 20770

NEW MEMBERS BY MONTH from Sunday, November 01, 2015 to Monday, November 30, 2015

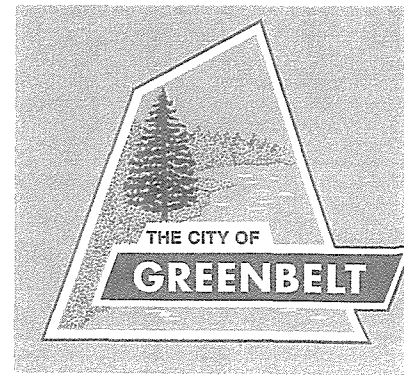
Month	New Members
November	30
Total New Members :	30

City Mgr. Rpt.

CITY OF GREENBELT, MARYLAND

GREENBELT CARES YOUTH AND FAMILY SERVICES BUREAU

25 CRESCENT ROAD, GREENBELT, MD. 20770



January 4, 2016

Liz Park
Director

To: Michael McLaughlin, City Manager *MPM*
Fr: Christal Batey, Community Resource Advocate *CB*

Re: Donation from the Audrey Barnett Trust to the Greenbelt Assistance in Living Program

Please see the attached letter from Ameriprise Financial designating the attached check for \$45,250.00 to be used for the Greenbelt Assistance in Living Program. In addition to this donation a final check for the remaining balance of the donation will be sent during the first half of 2016. I will be meeting with Dr. Park in the coming weeks to designate how the GAIL Program would like to use the funds for the program. I know that the primary use of the dollars would be to expand the Senior Emergency Fund Program initially established in 2009 with a small donation from a Greenbelt resident. These funds and the future donation would need to be put in a designated account that would be revolving and made available to the program based on the criteria established by the GAIL Program Community Resource Advocate and the Director of CARES.

I would also like to know if the City has a policy regarding public acknowledgement of such a generous gift. As a previous Vice President of Development for the Collington Foundation, acknowledgement in many instances spurs others to donate to a program or cause. This generous donation might be a perfect opportunity to cause other residents to donate also. If the estate is okay with us acknowledging Ms. Barnett's generosity, is it okay to write an article to appear in the next GAIL Guide?

Cc: Liz Park, Director, Greenbelt CARES

Jeff Williams, City Treasurer

A NATIONAL HISTORIC LANDMARK

301-345-6660

www.greenbeltmd.gov



City of Greenbelt
Department of Planning and Community Development
15 Crescent Road, Suite 200, Greenbelt, Maryland 20770
(301) 345-5417 Fax (301) 345-5418

Memorandum

TO: Michael P. McLaughlin, City Manager *MM*
VIA: Celia W. Craze, Director of Planning and
Community Development
FROM: Terri S. Hruby, Assistant Planning Director
DATE: January 5, 2016
RE: PG/MC 110-16 and PG/MC111-16

Two land use bills, PG/MC 110-16 and PG/MC 111-16 are scheduled to be heard by the Prince George's County and Montgomery County State Delegations in mid-January. These bills will impact the Prince George's County's plan review and approval process and the permit review process. The bills are only applicable to Prince George's County, and will have direct impacts on Greenbelt.

PG/MC 110-16

PG/MC 110-16 seeks to remove the Maryland-National Capital Park and Planning Commission (M-NCPPC) from playing a role in the review of certain permit applications related to zoning and subdivision regulations. Under this bill, permit review related to zoning and subdivision regulations would solely lie with the County's Department of Permits, Inspections, and Enforcement (DPIE). Permits associated with detailed site plans, subdivision plans, recreational facilities, traffic review, natural resources and environmental planning reviews, historic work area permits, landscaping and signage would no longer be referred to M-NCPPC for review and approval, and would be reviewed and approved solely by DPIE. The bill does not specifically address building permits, but based on the list above, staff assumes that the intent of the legislation is to remove M-NCPPC staff from playing any role in permit review.

Currently, the permits noted above are referred by DPIE to M-NCPPC for review and sign off. M-NCPPC staff review the permits for compliance with zoning regulations,

as well as for compliance to conditions imposed by the Planning Board and/or District Council during the plan review process.

The removal of M-NCPPC staff from the permit review process is concerning. M-NCPPC has trained planners that understand the complexities of the County's zoning ordinance, and have experience in reviewing permit applications for conformance with approved plans and conditions of approval, which often can be complex in nature. The recent building permit application filed by Greenbelt Auto and Truck is an example where M-NCPPC staff transmitted a number of technical comments to DPIE that resulted in the permit not being issued. M-NCPPC staff has also been actively involved in permit reviews at Roosevelt Center as a result of the numerous departures from parking and loading standards associated with the Center. Greenbelt Station South Core is an example of a development that has a complex set of conditions of approval that warrant review by M-NCPPC staff. While M-NCPPC staff may sometimes err in its review and approval of permits, it is feared that removing them from the permit referral process may lead to an increased number of permits issued in error.

The legislation does not address whether staff changes will be made at DPIE to ensure that DPIE has the capacity, training and expertise necessary to assume the added permit review responsibilities. Also, it is not clear what the rationale behind this legislation is.

Given the concerns above, staff recommends City Council not support PG/MC 110-16 at this time. Staff will monitor the bill closely to determine if City Council action is needed.

PG/MC 111-16

PG/MC 111-16 is in response to a recent court case, *County Council of Prince George's County V. Zimmer Development Company*, which found the Prince George's County District Council only has appellate jurisdiction to review Planning Board decisions. Historically, the District Council has acted as if it had original jurisdiction over site plan review, and treated the Planning Board as subordinate to the District Council.

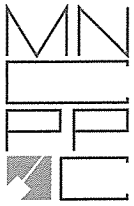
PG/MC111-16 aims to take the zoning powers of the Planning Board and Board of Appeals, and vest those rights with the District Council in an effort to codify that the District Council has original jurisdiction, thus restoring the long standing practice. PG/MC 111-16 even goes further to give the District Council original jurisdiction over subdivision plans.

City of Greenbelt
Department of Planning and Community Development
15 Crescent Road, Suite 200, Greenbelt, Maryland 20770
(301) 345-5417 Fax (301) 345-5418

While staff does see PG/MC 111-16 as possibly providing opportunities for greater public input in the development review process, staff has the following concerns/comments with regard to PG/MC 111-16.

1. Timing - As Council is aware, M-NCPPC is working on rewriting the County's Zoning Ordinance. It should be through this forum that zoning review processes are discussed and formulated. Staff believes any legislative proposals to change the County's development review process should be tabled until the zoning rewrite is complete.
2. Predictability and streamlining- Over the last couple of years the County and M-NCPPC have been taking steps to streamline the plan and permit review process and to adopt policies that make for a more predictable process. PG/MC 111-16 is in direct conflict with these efforts. Expanding the role of elected officials in the development review process does not make for a more predictable process, and adds time and uncertainties.
3. Impact on the Planning Board's function - Making the Planning Board subordinate to the District Council diminishes the function and value of the Planning Board. More clarity on how the proposed legislation impacts the role of the Planning Board, in terms of what has been its long standing function, is needed.
4. Process/Implementation - The legislation does not address the process by which the District Council would assume its additional zoning review powers such as staffing. Clarity on this issue is needed to assess the impacts the legislation will have on the current subdivision and zoning review process.

Given the concerns/questions above, staff recommends opposition on PG/MC 111-16 at this time. Staff will monitor the bill closely and work to get clarity on the intent and full impact of the legislation.



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

Department of Parks and Recreation, Prince George's County

6600 Kenilworth Avenue • Riverdale, Maryland 20737

301-699-2580

Fax: 301-699-2561

TTY: 301-699-2544

January 4, 2016

The Honorable Emmett V. Jordan
Mayor, City of Greenbelt
Municipal Building
25 Crescent Road
Greenbelt, MD 20770

Dear Mayor Jordan,

From time to time we assess performance and effectiveness of our service delivery with respect to staff assignments in the field. Our ongoing commitment is to expand the capacity of the workforce, to ensure a good blend of experience in the delivery of services to county residents.

Please be advised that effective Tuesday, January 19, 2016, Mr. Carlos Ocasio will be assigned as Regional Manager for region three, which includes the City of Greenbelt. Mr. Ocasio has a variety of community experience having served in the field as well as the area office over the past several years. His experience from a dual perspective will be beneficial to the community centers and municipalities in this region.

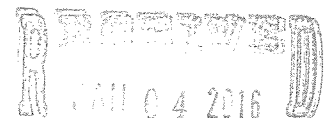
We thank Ms. Cheryl Moran for her years of service in this region and welcome her experience working with our licensed programs for children from an area wide perspective at the Northern Area Office. This reassignment will continue to assure productive service delivery to all citizens in Prince George's County.

Please welcome Mr. Ocasio as he will be attending your future meetings. If you have any questions, please contact Chris Robinson, Acting Division Chief, Northern Area Operations on (301) 408-4320.

Sincerely,

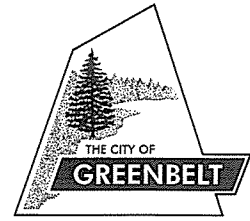
Debbie Tyner, Deputy Director, Area Operations
Department of Parks and Recreation

C: Ronnie Gathers, Director, Department of Parks and Recreation
Chris Robinson, Acting Division Chief, Northern Area Operations



RC:

WEEKLY REPORT
Planning and Community Development
Week Ending: Friday, January 8, 2016



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

**CODE
ENFORCEMENT**

Commercial Properties: Capitol Office Park was inspected; and
Several suites at 7300 Hanover Drive, 7525 Greenway Center Drive and Golden Triangle were re-inspected.

Apartments: Re-inspection of Franklin Park continued.

Rental Property: Eleven rentals were inspected; and
One rental was re-inspected.

Complaints: Three complaints were logged regarding no heat, roach infestation, leaking water running into carpet, mold, mildew, hoarding and one court ordered inspection – issues to be determined.

Permits: Nineteen permits were approved and issued.

Animal Control: Three cats surrendered;
One stray cat was brought into the shelter;
One dog found running at large and returned to owner;
One dog and two cats were adopted; and
One injured bird was transported to wildlife rehab.

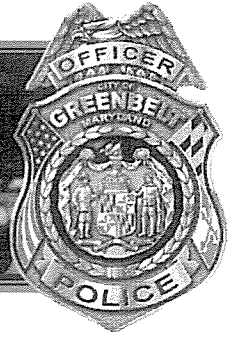
Alarms: Fifteen businesses and one company alarm renewal notices were mailed.

Meetings: **Staff Attended:**
Council Special Meeting on FBI Headquarters consolidation and Draft Environmental Impact Statement comment letter; and
Kick off meeting with Bradley Site Design on Buddy Attick Park Green Redesign Project.

Staff Met With:
Sharon Bradley to discuss the gateway sign project; and
Woodlawn Development team to discuss various projects and topics for Greenbelt Station South Core Development.

Planning Projects: Reviewed County zoning legislation and prepared staff memorandums;
Transmitted comments to the Hyattsville Community Development Corporation on its first draft of "Why to Start a Business in Greenbelt" brochure;
Continued with review of the County's zoning re-write Module I;
Worked on GIS mapping;
Reviewed WSSC sewer rehabilitation plans;
Researched the Manual of Uniform Traffic Control Devices for options to improve crosswalk safety associated with proposed WMATA trail;
Reviewed concept plans for proposed fore bay dredging work;
Edited FBI Headquarters consolidation and Draft Environmental Impact Statement letter to include Council feedback;
Prepared city comments for WMATA Trail project, submitted comments to developers and began preparation of draft letter and application to WMATA requesting their review of the trail;
Responded to ongoing issues and projects associated with the Greenbelt Station South Core development project;
Research on appropriate crosswalk warning signage and lighting;
and
Continued progress on audit for re-delegation of erosion and sediment control authority.

Other Items of Interest: In service training with inspection staff;
ICC Property Maintenance Certification Exam Online Training; and
Received \$3,900 in municipal infractions from Franklin Park regarding violations that were not abated since 2013.



CRIME REPORT

JANUARY 6, 2016

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

www.greenbeltmd.gov/police

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

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

CENTER CITY

12/31 2:20 A.M.	Area of Greenbelt Road and Lakecrest Drive. DWI/DUI arrest. Kendra Lashawn Lewis, 29, of Riverdale, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of being stopped for a traffic violation. The suspect was released on citations pending trial.
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FRANKLIN PARK/BELTWAY PLAZA/GREENBELT METRO/CAPITOL OFFICE PARK

12/30 11:30 P.M.	5900 block Cherrywood Lane. Burglary. Unknown person(s) entered the residence by way on an unsecured sliding glass door. A laptop computer and a religious statue were taken.
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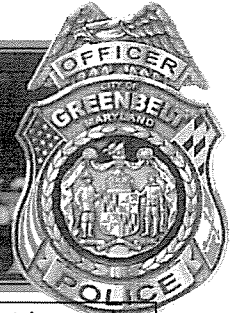
12/31 2:19 P.M.	6200 block Greenbelt Road. Disorderly conduct arrest. Antonio Antwon Austin, 34, of Upper Marlboro, MD was arrested and charged with Disorderly Conduct by officers responding to a report of a suspicious person. The suspect walked into the roadway in front of several vehicles and had to be forcibly taken into custody. The suspect was released on citation pending trial.
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12/30 6:00 P.M.	6100 block Breezewood Court. Theft. Two parcel packages were taken from the front stoop of a residence.
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A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



12/31	9100 block Edmonston Terrace. Burglary. Unknown person(s) entered the residence by breaking out a bedroom window. A laptop computer, a notebook-type computer, jewelry, computer equipment and money were among the items taken.
4:00 P.M.	

GREENBELT EAST/GREENWAY SHOPPING CENTER

12/30	7500 block Greenbelt Road. Strong arm robbery. The victim, an employee at the Safeway store, advised that he was taking cash out of a self-checkout machine when he was approached from the behind by the suspect, who grabbed the money from the victim's hand and attempted to flee the scene. After a brief struggle the suspect fled the scene on foot with the money. The suspect is described as a black male, 5'7" to 5'8", 160 to 180 pounds, wearing a white hooded sweatshirt, dark colored jeans and black mask.
11:24 P.M.	

12/31	7700 block Hanover Parkway. Fraud. The victim advised that she responded to an online ad for a job. Part of the job entailed her receiving a check, depositing it into her account, then writing checks to two other subjects. After doing so she was contacted by her bank and informed that the original check she deposited was bad. There is no suspect information.
8:00 A.M.	

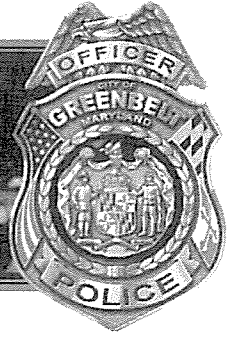
01/01	7200 block Hanover Drive. Assault arrest. Joshua Nathaniel Herbert, 33, of Suitland, MD was arrested and charged First Degree Assault and Second Degree Assault after allegedly stabbing a co-worker outside of Willy K's bar and restaurant during a verbal altercation that became physical. The victim was transported to Washington Hospital Center for treatment. The suspect was transported to the Department of Corrections for a hearing before a District Court Commissioner.
12:09 A.M.	

Automotive Crime - City Wide

12/31	6200 block Springhill Court. Theft from auto. Four tires and rims were taken from a vehicle.
01/02	6900 block Hanover Parkway. Stolen auto. A 2003 Nissan Maxima 4-door. The vehicle was recovered the same day by the Prince George's County Police Department in the 9200 block of 4 th Street, Lanham, MD. No arrests.
01/02	6100 block Breezewood Drive. Stolen vehicle. A black 2004 Saturn Vue pickup, Maryland tags 1CF1713.
01/05	7800 block Hanover Parkway. Stolen auto. A silver 2011 Chevrolet Impala 4-door, Maryland tags 8BT0205.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



CRIME REPORT TALLY SHEET

WEEK OF JANUARY 6, 2016

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

<u>GENERAL CRIMES</u>		<u>GENERAL CRIMES (CON'T)</u>	
Carjacking		Animal Bite	
Rape		Disruption of School Activities	
Armed Robbery		Transporting a Handgun in a Vehicle	
Attempt Armed Robbery		Reckless Endangerment	
Strong Armed Robbery	1	Emergency Commitment Petition	9
Attempt Strong Armed Robbery		Missing Person	
Burglary	2	Fraud	2
Attempt Burglary		Death Investigation (See Press Release)	1
Assault	3	Alcohol Violation	
Domestic		False Report	
Drugs		Harassment	
DUI/DWI	1	Field op (suspicious person)	4
Theft	2	Notification for other agency	
Vandalism		Unattended Death (Both medical-related)	2
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	3
Trespass		Recovered Stolen Vehicles	1
Disorderly Conduct	1	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 January 8, 2016



ADMINISTRATION

- Held a supervisors' meeting on Wednesday.
- Richard Fink, Joe Doss, and crew member, Brad Burt, attended the Certified Playground Safety Inspector course at the Prince George's Sports & Learning Complex in Landover, Maryland.
- Met with CVI regarding street lighting in Windsor Green.
- Met with the Assistant Director of Recreation regarding a maintenance budget for the recreation centers.
- Met with the lighting consultant regarding upcoming MEA grant opportunities.

STREET MAINTENANCE/SPECIAL DETAILS

- Pushed up debris at the Northway Fields compost site.
- Took down unwanted signs and checked for graffiti.
- Cleaned storm drains.
- Installed a salt spreader on Units #124 and #469 and made sure everything was working.
- Cleaned the pipes around the lake at Buddy Attick Park.

HORTICULTURE/PARKS

- Continued with curbside leaf service throughout Greenbelt.
- Continued service work on salt spreader units.
- Rebuilt a hydraulic auger motor on a salt spreader unit.
- Rebuilt leaking hydraulic lift cylinders on the Batwing mower.
- Completed welding repairs on the walk behind the debris vacuum used in Roosevelt Center.
- Brian Townsend attended the Mid-Atlantic Nursery Trade Show (MANTS) at the Baltimore Convention Center. MANTS is one of the largest networking events for "Green Industry" companies and professionals from 44 states and 13 additional countries. Approximately 1,534 booths exhibited displays.
- Logs and down trees were removed from waterways running into the lake at Buddy Attick Park.
- Removed lights and decorations from the City trees and from the Public Works building.
- Collected discarded Christmas trees at appointed areas throughout the city.

REFUSE/RECYCLING/SUSTAINABILITY

- Collected 29.57 tons of refuse and 14.13 tons of recyclable material.
- Cleaned up recycling from the food distribution at Springhill Lake Elementary School.
- Passed out letters to Lakeside residents to let them know their new recycling bins will be delivered in the next couple weeks.

FACILITIES MAINTENANCE

- Worked on HVAC filter replacements in all City buildings.
- Took up the flooring at the main entrance of the Community Center to expose the natural steps underneath the old tile.
- Performed a Pepco street light inspection.
- Adjusted and reprogrammed the heat in the Springhill Lake Recreation Center gymnasium.

Greenbelt Recreation Department

Weekly Report

Week Ending January 8, 2016

ADMINISTRATION:

- Director is working with PRAB in preparing an update/report for Council on the Buddy Attick Park Master Plan.
- Making final edits on the Recreation & Park Facilities Master Plan RFP which will hopefully be complete by the end of January.
- As staff is working on objectives for FY17, we are proposing a few goals to meet the Healthy Eating, Active Living (HEAL) initiative.
- At the end of January, staff will be attending a workshop through MRPA "Creating a Safe Environment in the Recreation and Parks Setting for Transgender and Gender Non-conforming Individuals (TGNC)" at Montgomery Village in Montgomery County.

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

- Winter classes and programs began on Monday. Program registration continued on a space available basis.
- Continued to prepare the Spring Activity Guide and work on program planning. The Spring Activity Guide will be available on-line and in print at the end of January.
- Spring and Summer Camp Brochure planning and preparation is underway. Camp registration will begin February 1 for residents and February 16 for non-residents.
- 2016 Camp Program planning is ongoing for both Spring and Summer seasons.
- Continued budget analysis and preparation.

Aquatic and Fitness Center:

- Contractor toured roof work to see what remains to be finished.
- Continued to work with Public Works and a contractor on issues with the heater for the indoor pool.
- Made adjustments to the Underwater Egg Hunt to add to the special events section of the Spring brochure.
- Greenbelt Municipal Swim Team held registration January 5 and 7. The Winter/Spring session runs January 5 – May 15.
- Home School Children's swim lessons start January 8 and Saturday Children's swim lessons start January 9.

ARTS:

- A Community Art Drop-In day was held January 3. About 80 guests of all ages participated in a painting workshop, and about 25 people participated in a hands-on animation open lab in the GATE studio.
- Several winter classes began.
- The Winter Youth Musical is in production and the associated stagecraft program is underway.
- Planning is underway for winter and spring events.
- Currently on view at the Greenbelt Community Center Art Gallery – Oriented Strands: paintings by Chris Zickefoose. This show continues through January 22. Preparations are underway for the following exhibit which will feature production design highlights from Greenbelt Recreation Department performing arts programs.

COMMUNITY CENTER:

- The Gym and Dance Studio reopened Monday.
- Open Gym resumes Friday afternoon.
- The Winter Center Leader meeting was held on Wednesday. There was 16 staff in attendance.
- A new Center Leader was hired. There are currently several openings in the schedule due to a staff being out for medical reasons.
- Late fees were processed for January.
- Supervisor continued to field inquiries in regard to caterer rentals for the Commercial Kitchen. There have been 76 inquiries since April. There are currently two caterers who received all permits and may rent the Kitchen.

- There was 5 facility reservation processed.
- There were 2 private rentals and 12 pattern rentals.
- The following groups received free space: Golden Age Club, Greenbelt Concert Band, Greenbelt Writers Group, Girl Scout Troop #3251, PG Peace & Justice Caucus and Greenbelt Climate Action Network.
- The following City groups received space: Be Happy Be Healthy Volleyball, Public Safety Advisory Committee, Arts Advisory Board, City Council and PRAB.