

THE CITY OF

GREENBELT

MARYLAND

GOVERNMENT

COMMUNITY

BUSINESS

VISITING

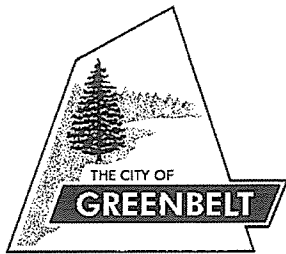
I WANT TO...

June 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	01 Work Session - Council Goals, 7:30 PM, CC Executive Session, Following WS, CC	02	03	04 Pet Expo, 10am-2pm, Dog Park Crazy Quilt Festival, 12-8pm, RC Ribbon Cutting & Demos at Fitness Zone, 9am, Schrom Hills Park Youth Sprint Triathlon, 10am, GAFC Not For Seniors Only Greenbelt Concert Band, 3pm, CC
05 Greenbelt Farmers Market Peace Month-Bikes for the World, 10am, MB Peace Month-Presentation, 11am Roosevelt Ride, 11am, CC Naturalization Ceremony, 12pm, CC Artful Afternoon, 1pm, CC Art Reception, 3pm, New Deal Cafe	06 Regular Meeting - Budget Adoption, 8PM, MB	07 Arts Advisory Board; 7pm; CC Public Safety Advisory Committee; 7pm; CC	08 Advisory Planning Board, 7:30 PM, CC No Meeting	09 Community Relations Advisory Board (CRAB), 7:30pm, SHL	10	11
12 Greenbelt Farmers Market Peace Month, Reflections on Peace, 10am	13 Youth Advisory Committee; 5:30pm; YC Work Session - Greenbelt Homes Inc., 8PM, MB	14 Executive Session - Personnel, 7:30PM, MB	15 Park and Recreation Advisory Board, 7:30 CC No Meeting	16 Forest Preserve Advisory Board, 7pm, CC	17 Peace Month-Open Readings, 7:30pm, CC Free Roller Skating, 5pm, SHL Family Swim Night	18 Greenbelt Station Community Day, 2pm, GS
19 Greenbelt Farmers Market	20 Interview for Advisory Group, 7:40PM, MB Regular Meeting, 8PM, MB Reel & Meal, 7pm, NDC	21 Greenbelt Board of Appeals-Public Hearing Executive Session - Personnel, 7:30PM, MB	22 Advisory Planning Board-Public Hearing, 7:30 PM, CC Work Session - Economic Development Study, 8PM, CC	23	24	25
26 Greenbelt Farmers Market	27 Maryland Municipal League Convention	28 Advisory Committee on Education; 7pm; cc Greenbelt Advisory Committee on Environmental Sustainability and Green Team, 7:30pm, CC Maryland Municipal League Convention	29 Maryland Municipal League Convention Lake Forebay Dredging Project Presentation 6:30PM (Youth Center)	30	01	02

July 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	01	02
03	04	05	06	07	08	09
Greenbelt Farmers Market	City Holiday - Independence Day	Public Safety Advisory Committee; 7pm; CC	Work Session - WSSC Sewer Rehabilitation Plans, 8PM, CC			
10	11	12	13	14	15	16
Greenbelt Farmers Market	Youth Advisory Committee; 5:30pm; CC Interviews for Advisory Group 7:20 PM MB Regular Meeting - 8PM, MB		Advisory Planning Board, 7:30 PM, CC No Meeting - National League of Cities Small Cities Committee Meeting			
17	18	19	20	21	22	23
Greenbelt Farmers Market	Work Session - Beltsville Agricultural Research Center, 8PM, MB	Greenbelt Advisory Committee on Environmental Sustainability and Green Team, 7:30pm, CC	Work Session -TBD, 8PM, CC			Electronics Recycling, 9am, PW
24	25	26	27	28	29	30
Greenbelt Farmers Market	Work Session - Recognition/Contribution Group Policy, 8PM, MB		Advisory Planning Board, 7:30 PM, CC Work Session - WSSC, 8PM, CC	Forest Preserve Advisory Board, 7pm, CC		
31	01	02	03	04	05	06
Greenbelt Farmers Market						



City Manager's Report Week Ending June 17, 2016

1. Mayor Jordan and Mayor Pro Tem Davis suggested that a factual information piece be written regarding the proposal by Southern Management to build a luxury high-rise apartment complex behind the Lakeside North apartments. Attached is a draft. Please forward any edits to Anne Marie or me. If ok, it will be part of the City's ad in the News Review.
2. Along with Mayor Pro Tem Davis, Council member Herling, Chief Craze and members of the Police Department Command Staff and I attended the annual Prince George's Police Chiefs Association awards event in Glenarden. The Greenbelt Honor Guard opened the ceremonies. MPO Mark Holden and Records Specialist Shaniya Lashley-Mullen were the department's nominees. Ms. Lashley-Mullen also received the Outstanding Civilian of the Year award. (Additional note – Ms. Lashley-Mullen applied for and was selected to fill the Administrative Associate position in the City Manager's office, so you will see her whenever you stop by.) Congratulations to both MPO Holden and Ms. Lashley-Mullen!
3. State Senator Ramirez contacted the City about holding a town hall meeting on public safety. We are in touch with his staff to get more details on the request.
4. All departments prepared for Greenbelt Station Community Day on Saturday, June 18.
5. Prepared for hosting of NLC Small Cities Council.
6. Assistant City Manager
 - a. Attended an ICMA-RC Investment Forum in Washington, DC.
 - b. Assembled and prepared documents to be submitted to the County in response to the CDBG Monitoring Visit on May 27.
 - c. Prepared for Greenbelt Station Community Day.
7. Finance Department
 - a. Prepared May 2016 Financial Report.
 - b. Submitted 2016 vehicle registration to the county.
 - c. Wrote a memo describing the history of retiree prescription drug cost.
8. Information Technology
 - a. Attended Comcast Franchise Negotiation Team meeting - GB
 - b. Prepared new laptops for SHL Computer Lab
 - c. Prepared new laptop for summer camp staff
9. Assistant City Manager and I participated on the COG conference call for an update of information and actions taken in the region following the mass shooting in Orlando.
10. Prepared for Regular Meeting on June 20, work sessions on June 13 and 22, and executive sessions of June 14 and 21.

cc: Department Heads
David Moran, Assistant City Manager
Cindy Murray, City Clerk

Mary Johnson, Human Resources Officer
John Shay, City Solicitor

Proposal to Build High-Rise Apartment Building

A presentation was made to the City Council on April 4, 2016 about building a luxury high-rise apartment building adjacent to the Lakeside North Apartments at 430 Ridge Road. The proposed location for the building is north of the Lakeside North apartment complex and is owned by Southern Management which has owned and managed Lakeside North since the early 1960's. The site is north of the City's Police Station and Animal Shelter, next to the Boxwood Village subdivision and approximately one-half (1/2) mile from Greenbelt Lake. The property is not in the Forest Preserve.

Such a proposal is not something the Greenbelt City Council can approve or deny. The City Council does not have planning and zoning authority. That authority belongs to the Maryland-National Capital Park and Planning Commission (M-NCPPC) and the Prince George's County Council. While the City Council cannot approve or deny this proposal, should it proceed forward, it will be reviewed in the same manner as other development proposals are: by City Planning staff, the Advisory Planning Board (APB) (and possibly other advisory groups), and then City Council. Public comment will be welcome. APB and Council meetings will be open to the public.

The property under consideration is shown on the below map. It is zoned R-30 (Multi-family Low Density Residential). The R-30 zoning category allows a property to be developed with a density of up to ten (10) housing units per acre. The proposal by Southern Management has a density of eighty (80) units per acre. For such density to be possible on the property, a zoning change would be necessary.

There have been statements made in *Greenbelt News Review* ads that rewriting M-NCPPC's zoning regulations, which is currently underway, will allow for this development. The zoning rewrite project began two (2) years ago. It is an updating of the County's over 50 years old zoning regulations and is not for the purpose of drastically changing a property's zoning. To accomplish what is proposed by the owners of Lakeside North will require a public notification and review process of one (1) to two (2) years.

At this time, no decision has been made by the owners whether to proceed with this proposal or not. If there are questions, please contact the City's Planning Department at 301.345.5417.

COUNCIL ACTION REQUESTS (CAR) REPORT

as of June 17, 2016

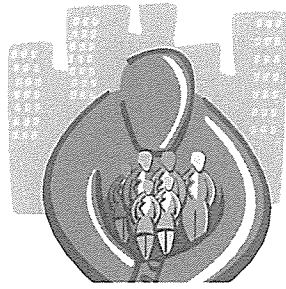
NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (* = COMPLETED)
2016						
6	M & C Meeting	4/11	Refer to PSAC – comprehensive review of security cameras in the City.	4/30/17	Mary/Jim C.	
5	M & C Meeting	4/11	Traffic/Speed studies of Lastner and Greenhill.	7/30/16	Celia	
4	City Manager	2/12	Refer revised Sustainable Land Care policy to advisory groups for review within 60 – 90 days.	5/30/16	Jim S.	Referred.
2	Work Session	2/10	Raise with County – Allow sandwich boards – Roosevelt Center.	12/30/16	Mike	
2015						
43	Work Session	12/16	Research County Rental Tax Credit program – Establish one for City?	3/30/16	David	Research done. In review.
42	Work Session	12/2	Draft language for Standing Rules to allow voting remotely.	2/29/16	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	Being presented at Community Day, 6/18/16.*
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.

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
33	M & C Meeting	10/19	Study need for speed humps on Ridge Road between Southway and Westway.	12/30/15	Celia	Data has been gathered. Report being drafted @ 11/6/15.
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.
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.	On agenda with BARC – to be rescheduled.
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						
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	Parking Enforcement moving to Police 7/1/16.
30	Work Session	8/29	Prepare report on Green Ridge House admission policies.	10/30/14	Mike	
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.

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
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.
10	Work Session	4/23	Research whether city can/should enforce recycling for multi-family housing.	6/30/14	John	
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	
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	
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 NOTES

Greenbelt CARES



Week Ending June 17

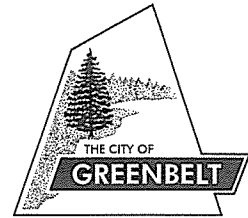
Liz Park attended a conference offered by the UMD School of Social Work titled, SBIRT (Screening Brief Intervention, and Referral to Treatment). SBIRT uses a public health approach of universal screening for substance use. Screening can immediately rule out non-problem users and easily identify those who are at risk. SBIRT provides the opportunity to intervene before more serious consequences of substance misuse occur. It also may highlight how the use of substances relates to other challenges in the individual's life.

Darren Stephenson and an intern conducted the third session of Active Parenting in the Greenbelt Community Center. This session reviewed: the Five steps to Active Communication, Parenting Anger, Logical and Natural Consequences, the BANK Method of Encouragement, and the Five Goals of Teen Behavior. Parents were offered time to discuss ways to utilizing these steps in a positive manner as well as several other productive problem-solving methods. This program will be offered again in the fall.

WEEKLY REPORT

Planning and Community Development

Week Ending: Friday, June 17, 2016



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

CODE ENFORCEMENT

Commercial Properties: 7201 #B Hanover Parkway was inspected; and
7203 #A and 7325 #B Hanover Parkway, 5510 Cherrywood Lane
and 6220-6237 Springhill Drive were re-inspected.

Apartments: Lakeside North Apartments were annually inspected.

Rental Property: Nineteen rentals were inspected; and
Nine rentals were re-inspected.

Complaints: Six complaints were logged and inspected regarding mold, drywall
in disrepair, mosquitos and other insects flying around, AC unit
leaking, chipped paint, rotted wood, and the lawn not being
maintained; and
Six prior complaints were re-inspected.

Permits: Three permits were approved and issued.

Animal Control: One dog was adopted;
Eight kittens and two adult cats were adopted;
One cruelty case was investigated;
One injured bird was rescued;
Three cats were trapped, neutered, and released;
One ferret was surrendered; and
One stray dog was found running at large.

Noise Complaints: Eleven warning notices were mailed.

Meetings: Staff Attended:

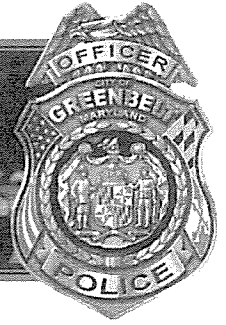
Community Day at Greenbelt Station.

Staff Met With:

Representatives of Corvias to discuss public outreach for the
forebay dredging projects.

Planning Projects: Prepared staff report for Variance application;
Prepared staff report for Departure from Parking and Loading Standards application;
Completed required mailings for Variance and Departure from Parking and Loading Standards applications;
Initiated review of Module 2 of the County's zoning re-write project;
Submitted FY 2017 Annual Program Open Space Program to the County;
Greenbelt Station South Core - (1) prepared boards and handouts for Greenbelt Station Community Day, (2) Communicated with Greenbelt Station developer and the County regarding the Branchville Bridge, (3) worked with County to select appropriate road names for Greenbelt Station Phase 3, and (4) extended permit timeframe for Verde leasing trailer;
Coordinated review of submitted bids for Greenbelt Lake Dam Phase 1 repairs. Began preparations for recommendation to Council and development of construction schedule; and
Worked on Trail map update.

GREENBELT POLICE DEPARTMENT



CRIME REPORT

JUNE 15, 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

06/11 1:00 P.M.	200 block Lakeside Drive. Burglary. Unknown person(s) forced open the door to a storage room and took an orange in color 24" boys bicycle and a red 26" girls bicycle.
06/12 1:57 A.M.	Area of Kenilworth Avenue and #495. DWI/DUI arrest. Ernest Butts, 49, of Upper Marlboro, 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.

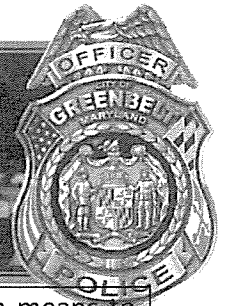
FRANKLIN PARK/BELTWAY PLAZA/GREENBELT METRO/CAPITOL OFFICE PARK

06/09 6:00 P.M.	5800 block Cherrywood Lane. Theft. Unknown person(s) removed a book of blank checks from a moving box when moving into her residence.
06/09 9:34 P.M.	6000 block Springhill Drive. Burglary. Unknown person(s) used unknown means to enter the residence. Cash, two televisions and two DVD players were taken.
06/10 7:00 P.M.	6000 block Greenbelt Road. Theft. An unattended wallet was taken at the Burlington Coat Factory.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



06/12 12:00 A.M.	9000 block Breezewood Terrace. Burglary. Unknown person(s) used unknown means to enter the residence. The victim heard a loud noise at approximately 3:00 A.M., but went back to bed. The next morning she discovered cash, a laptop computer and a set of keys were taken. She then discovered her grey 2007 Honda Odyssey van, Maryland tags 7CC9938, missing.
06/14 2:40 P.M.	6000 block Cherrywood Court. Burglary. Unknown person(s) gained entry to the residence by breaking out the kitchen window. A laptop computer, a notebook type computer, a game console, cash and jewelry were among the items taken.
06/14 11:05 P.M.	6100 block Breezewood Drive. Strong arm robbery arrests. Deonte Lamont Taylor, 22, of Bowie, MD and Anthony Quayshaun Boykin, 22, of Largo, MD were both arrested and charged with Strong Arm Robbery, Second Degree Assault, Impersonating a Police Officer and Theft. The victim advised that he was sitting inside his parked vehicle when he was approached by the two suspects who stated that they were police officers and ordered him out of the vehicle. The suspects then went through the victim's pockets, taking his wallet. They then took the victim's car keys and fled the scene on foot. The suspects were located a short time later and were positively identified by the victim and arrested. Both suspects were transported to the Department of Corrections for a hearing before a District Court Commissioner.
06/15 1:49 P.M.	9300 block Edmonston Road. Theft. The victim advised that on June 10 th unknown person(s) removed two video game consoles and jewelry from her residence during a party she was hosting. It is unknown why the victim delayed reporting the incident.

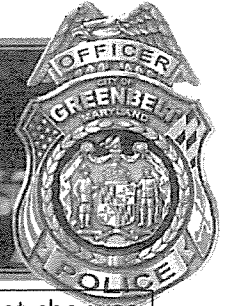
GREENBELT EAST/GREENWAY SHOPPING CENTER

06/13 3:40 P.M.	Area of Good Luck Road and Hanover Parkway. DWI/DUI arrest. Frank Vazquez Velazquez, 29, of Greenbelt 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.
06/13 7:00 P.M.	7800 block Hanover Parkway. Vandalism. The victim advised that he let the suspect stay at his residence for a few days. When the victim told the suspect she had to leave, she vandalized his bathroom and clothes dryer. Both the victim and the suspect then left the residence. When the victim returned home he discovered the sliding glass screen door and the front entrance electronic keypad had been damaged. The suspect is described as a black female, 20 to 23 years of age, 5'5" to 5'6", with black hair and brown eyes, no further.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



06/13 5:30 P.M.	Area of Greenbelt Road and Mandan Road. Sex offense. The victim advised that she was walking home when she was approached from behind by the suspect, who touched her inappropriately then fled the scene on foot. The suspect is described as a black male, 14 to 16 years of age, 5'8" to 5'10", with a thin build and a dark complexion, wearing a white t shirt. A suspect also has a black book bag.
--------------------	---

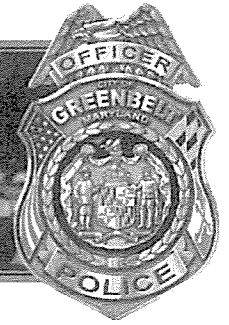
06/14 5:30 P.M.	7500 block Greenbelt Road. Theft. The victim advised that unknown person(s) removed a wallet from the backpack she was wearing inside the Safeway Store. Credit cards inside the wallet were later used to make unauthorized purchases.
--------------------	---

Automotive Crime - City Wide

06/08	6000 block Breezewood Drive. Stolen auto. A 2007 Cadillac DTS 4-door. The vehicle was recovered June 10 th by the Metropolitan Police Department in the 500 block of 49 th Place N.E., Washington, D.C. No arrests.
06/08	7800 block Vanity Fair Drive. Theft from auto. Front and rear tags, Maryland 7BR0822, were taken from a vehicle.
06/10	5900 block Cherrywood Terrace. Theft from auto. Unknown person(s) removed four tires and rims from a vehicle. The passenger window was also broken out and the vehicle was rummaged through.
06/10	7700 block Hanover Parkway. Stolen auto. A 1995 Nissan Maxima 4-door. The vehicle was recovered the next day by the Metropolitan Police Department in the 1500 block of Montana Avenue, N.E., Washington, D.C. No arrests.
06/10	7500 block Greenway Center Drive. Attempt stolen vehicle. Unknown person(s) damaged the vehicle's ignition in an attempt to steal it.
06/10	7700 block Hanover Parkway. Stolen vehicle. A 1996 Nissan Quest van, Maryland tags KZZ253.
06/12	6200 block Breezewood Drive. Theft from auto. Two handicap placards were taken from a vehicle.
06/13	7800 block Mandan Road. Stolen auto. A 1999 Toyota Corolla 4-door. The vehicle was recovered the next day in the 7600 block of Mandan Road. No arrests.
06/14	9100 block Edmonston Road. Vandalism to auto. Unknown person(s) punctured the gas line on a vehicle.
06/15	9100 block Springhill Lane. Theft from auto. Unknown person(s) used unknown means to enter the victim's vehicle. Money was taken.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



CRIME REPORT TALLY SHEET

WEEK OF JUNE 15, 2016

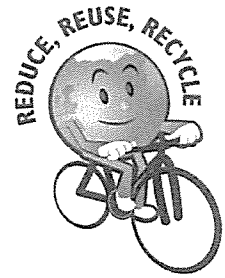
The following list is comprised of the actual numbers of offenses reported during the week. Not all reports are included as narratives, only incidents of interest, unusual or public safety related items are included.

<u>GENERAL CRIMES</u>		<u>GENERAL CRIMES (CON'T)</u>	
Sex Offense (Female touched inappropriately)	1	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	1
Attempt Strong Armed Robbery		Missing Person	
Burglary	4	Fraud	2
Attempt Burglary		Unattended Death	1
Assault	2	Alcohol Violation	
Domestic		False Report	
Drugs		Harassment	
DUI/DWI	2	Field op (suspicious person)	9
Theft	4	Notification for other agency	
Vandalism	1	Identity Theft	2
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	4
Trespass		Recovered Stolen Vehicles	3
Disorderly Conduct		Recovered Stolen Tags	
Failure to Obey Lawful Order		Theft From Vehicles	4
Credit Card Offense		Attempt Theft From Vehicles	
Telephone Misuse		Attempt Theft of Vehicle	1
Counterfeit Money		Vandalism to Vehicles	1
Suspicious Activity (2 subjects on roof of BWP)	1	Accidents	11



Department of Public Works

Week Ending June 17, 2016



ADMINISTRATION

- Jim Sterling worked on finalizing HVAC equipment approval for the Community Center and the Aquatic and Fitness Center.
- Held a supervisors training.
- Jim Sterling attended Senior Staff meeting.
- Jim Sterling met with the asphalt contractor to review and measure base repair.
- Richard Fink and Luisa Robles met with the Low Impact Development Center to review Greenbelt's storm water activities.
- Richard Fink participated in APWA's (American Public Works Association) Young Professionals conference call.
- Richard Fink participated in the Central Park Conservancy's "Public/Private Partnership" webinar.
- Richard Fink, Brian Townsend and Mike Fox met with Pepco to review vegetation management plans.
- Richard Fink posted the Tree Master Plan RFP to the Maryland e-Bid system.
- Richard Fink and Erin Josephitis reviewed the Chesapeake Conservation Corps applicants and submitted rankings to the Chesapeake Bay Trust.
- Richard Fink conducted a site visit and coordinated set-up for Greenbelt Station Community Day on Saturday.
- Richard Fink took pictures of potholes on Kenilworth Avenue and Edmonston Road to report to the State Highway Administration.

STREET MAINTENANCE/SPECIAL DETAILS

- Took down unwanted signs and checked for graffiti.
- Pushed debris at the Northway Fields compost site.
- Continued working on the blacktop path at Stream Valley going towards Fayette Place.
- Continued working on crosswalks on Mandan Road where the road had been repaved.
- Repaired a concrete pipe at Buddy Attick Park.
- Put out barrels for the Farmer's Market.

FACILITIES MAINTENANCE

- Assisted the contractor with replacing carpet in the multipurpose room in the Police Station.
- Assisted the contractor with replacing carpet and vinyl tile in the break room and first floor copy room in the Municipal Building.
- Assisted the contractor with replacing handrails at the Youth Center.

HORTICULTURE/PARKS

- Delivered tables, trash cans and recycling bins to the outdoor pool area for a Swim Team potluck on Saturday.
- Replaced rims and nets on basketball courts throughout the city.
- Cleared debris around the lake path at Buddy Attick Park.
- Prepared baseball fields for league games.
- Mowed park areas and athletic fields.
- Construction continued on the bus stop on Hanover Parkway.
- Repaired a gas-powered irrigation pump and replaced one.
- Continued weeding, cleaning, and mulching the landscaping throughout the city.
- Pruned hazardous, dead branches on trees on Laurel Hill Road.
- Removed a large, hazardous Red Maple that was leaning over the lake pathway.
- Started pruning vegetation from sides of roadways and pathways at Buddy Attick Park in preparation for the July 4th celebration.
- Watered and maintained summer annuals in the greenhouse and trees in the Public Works nursery.
- Conducted a tailgate safety class on personal protection equipment.

REFUSE/RECYCLING/SUSTAINABILITY

- Collected 43.14 tons of refuse and 12.81 tons of recyclable material.
- Met with Terri Hruby and Corvias representatives regarding organizing a town hall style meeting to share information with the public about the forebay dredging project.
- Met with David and Emily from the Low Impact Development Center about reporting BMPs outside of what we do for the SWPPP to get recognition to and for the County.
- Attended the Greenbelt Station event on Saturday, June 18.

VEHICLE MAINTENANCE

- Performed preventative maintenance on the Connection bus. Also, replaced the EGR valve and cleaned the intake as well as checked the batteries and the charging system.
- Tightened the rear motor drive belts on the sweeper (#199).
- Replaced tires on the electric pick-up and found that the front brakes are metal to metal. Special ordered the parts.
- Replaced the tires on refuse truck #262.
- Performed inventory check.
- Checked tires on a pick-up and found that a nail did not go through and is not leaking.

Greenbelt Recreation Department

Weekly Report

Week Ending June 17, 2016

ADMINISTRATION:

- Director attended the Department Head meeting.
- Facilitated the Supervisor meeting along with the Assistant Directors held on Tuesday afternoon. Summer schedules, summer camps, scheduling a date for the RecTrac update and transition of staff responsibilities were topics of discussion.
- Director attended the PRAB meeting Wednesday evening. Department updates included the Marketing RFP, success of Greenbelt Day weekend and plans for July 4th. In addition, the Board held a lengthy discussion regarding edits to PRAB's report/recommendations to the Buddy Attick Lake Park Master Plan. There were two residents in attendance who are potential candidates for serving on the Board; one has already put in his application and is excited for the opportunity. PRAB will not be meeting during July and August.
- Director will be on vacation next week and Greg Varda will be Acting Director.
- Drafted letters to Contribution Group approved for funding in FY 2017.
- Prepared for and participated in the Greenbelt Station Community Day in West Greenbelt scheduled for Saturday, June 18.
- Met with Aquatic and Fitness Center staff to review various items.

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

- Registration for Summer classes is underway for residents. Non-resident registration began on June 6. Registration for classes continues on a space available basis. Most classes begin the third full week of June.
- 2016 Summer Camp registration continued. Summer Circus Camp and Camp Encore are full. Two sessions of Creative Kids Camp, one session of Camp YOGO and one session of Kinder Camp are full. Spaces are still available in our other camp programs.
- Staff are busy preparing for the 2016 Summer camp season! Camp staff are fine tuning the plans for the summer and preparing for the campers' arrival on Monday, June 20.
- Coordinated with the Greenbelt Library to coordinate support of the summer reading program in our camp programs and at SHLRC.
- Attended a Youth Advisory Committee meeting and a Labor Day Festival Committee meeting.
- A free Savate Kickboxing Clinic was offered at the YC this past Tuesday.
- On Friday, SHLRC hosted a free summer skating event from 5-7pm.
- Staff are planning for the annual 4th of July festivities at Buddy Attick Park.
- Recreation Centers will transition to Summer schedules next week.

AQUATIC AND FITNESS CENTER:

- Worked with Public Works and a contractor on repairs to the fire alarm panel.
- Assisted with Recreation Camp Orientation on June 11.
- Prince George's County Health Department used the facility to provide an orientation for two new inspectors.
- GMST will host home swim meets at GAFC on June 18 and July 2. On those Saturdays, the Outdoor Pool will open at approximately 1pm. Signs have been posted in the facility.
- Worked on minor compliance items per the pre-opening inspection.
- Attended Recreation Department Supervisors meeting.
- Sent out monthly e-mail blast to members regarding Family Fun Night, Hot Tub cleaning dates, reminders about children's swim lessons starting up and GMST swim meets.
- The hot tub received its bi-weekly cleaning.
- Attended weekly meeting with the Assistant Director

ARTS:

- Arts and Public Works staff assisted Artist in Residence Rachel Cross with the installation of a temporary public art project outside the Community Center - the "yarn bombing" of the standing trunk by the east entrance. Families attending the June 5 Artful Afternoon and senior needlecrafters from the Recreation Department's Gifts from the Heart program participated in preparing the panels. Community members of all ages are engaging happily with the finished work, taking lots of photos. The colorful, totemic sculpture will welcome camp participants and help set a lively, joyful tone for the Recreation Department's summer programming. The duration of the piece will depend on how it holds up in the elements.
- The teaching studios are being cleaned and prepared for summer programs. Preparations are ongoing for Creative Kids Camp, and the fall class schedule is in development. Girl Scout workshops continued.
- The gallery is being prepared for use by Creative Kids Camp and Rock at the End of the Day. Exhibition programming will resume in the fall.
- Staff participated in the summer camp orientation and collected measurements for all CKC staff and interns present in order to provide costumes and facilitate their participation in the camp shows. Staff provided serger training and the first project orientation for stagecraft volunteers who are learning to sew while creating costumes for CKC campers.
- Attended the Americans for the Arts annual convention for arts administrators.
- Ongoing tasks include: collecting FY 2017 contracts and scheduling service projects with our Artists in Residence; processing Festival of Lights Juried Art and Craft Fair applications.

COMMUNITY CENTER:

- The flag was lowered to half-staff as a mark of respect for the victims of the act of hatred and terror perpetrated in Orlando.
- Thanks to the Public Works crews who moved furniture and maintained the floors in the GNS space to prepare for KinderCamp.
- One Center Leader has been hired. There are still two shifts available which current staff are covering on a substitute basis.
- Autobill for Camp Session I resulted in 146 transactions with 15 being declined. Staff has contacted the declined credit card patrons and rectified their accounts.
- Camp letters were emailed for CKC, KC, Circus and Encore Session I.
- Invoices were emailed for CKC, KC and Circus Session II.
- Supervisor attended a department meeting.
- Supervisor continued to field inquiries in regard to food operations rentals for the Commercial Kitchen. There have been 129 inquiries since April 2015. There are currently seven caterers who received all permits and may rent the Kitchen.
- Supervisor met with a food operation for potential Kitchen rentals.
- There were 4 facility reservations processed.
- There were 2 private rentals and 11 pattern rentals.
- The following groups received free space: Golden Age Club, Greenbelt Concert Band, Greenbelt Writers Group, Girl Scout Daisy Troop #1161, GIVES, Miss Greenbelt Scholarship Organization, Greenbelt Labor Day Committee, Charlestowne Village, Greenbelt Volksmarchers and Greenwood Village.
- The following City groups received space: Be Happy Be Healthy Volleyball, GAIL, CARES, PRAB and Forest Preserve Advisory Board.
- There were two no shows for free space/City groups.

THERAPUTIC RECREATION:

- Camp Staff orientation on June 11 went well. TR staff had five more camper assessments and has spoken to many parents regarding camp; we are still waiting to hear back from some parents. We are all getting excited about the beginning of camp on Monday, June 20.
- Thirty-five (35) individuals are planning to travel to National Harbor on Saturday, June 18, to take the Potomac River boat cruise to Mt. Vernon. We are anticipating a beautiful and fun day!