

THE CITY OF
GREENBELT
 MARYLAND

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[I WANT TO...](#)

July 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	01 Creative Kids Camp (ages 6-12) presents SUMMER CIRCUS Summer Circus Camp presents SHOWCASE 2016 1PM	02 Contra Dances Community Center Gym CANCELED
03 Greenbelt Farmers Market	04 City Holiday - Independence Day July Fourth Fanfare at Buddy Attick Park	05 Public Safety Advisory Committee; 7pm; CC Council Work Session- Economic Development, 8PM, MB	06 Work Session - WSSC Sewer Rehabilitation Plans, 7:30PM, CC Executive Session- Personnel, Following WS, CC	07 Buddy Attick Summer Fun Runs, Thursdays July 7th, 2016- August 25th, 2016 at 7PM Ladies Night Basketball Ages 18+	08	09
10 Greenbelt Farmers Market	11 Youth Advisory Committee; 5:30pm Interviews for Advisory Group 7:20 PM MB Regular Meeting - 8PM, MB	12	13 No Meeting - National League of Cities Small Cities Committee Meeting Camp Encore (ages 13-17) presents A MIDSUMMER NIGHT'S DREAM at 1PM	14 Camp Encore (ages 13-17) presents A MIDSUMMER NIGHT'S DREAM 4PM Buddy Attick Summer Fun Runs, Thursdays July 7th, 2016- August 25th, 2016 at 7PM Camp Encore (ages 13-17) presents A MIDSUMMER NIGHT'S DREAM 7PM Ladies Night Basketball Ages 18+	15 Creative Kids Camp (ages 6-12) presents SUMMER CIRCUS Summer Circus Camp presents SHOWCASE 2016 1PM Summer Skate Series Springhill Lake Rec at 5PM Family Fun Night at the Greenbelt Aquatic and Fitness Center	16
17 Greenbelt Farmers Market	18 Interviews for Advisory Group 7:40 PM MB Work Session - Beltsville Agricultural Research Center, 8PM, MB	19 Advisory Committee on Trees, 7pm, PW Greenbelt Advisory Committee on Environmental Sustainability and Green Team, 7:30pm, CC	20 Work Session- TBD, 8PM, CC	21 Buddy Attick Summer Fun Runs, Thursdays July 7th, 2016- August 25th, 2016 at 7PM Ladies Night Basketball Ages 18+	22	23 Electronics Recycling, 9am, PW
24 Greenbelt Farmers Market	25 Work Session - Recognition/Contribution Group Policy, 8PM, MB	26	27 Advisory Planning Board, 7:30 PM, CC Four Cities Meeting, 7:30PM (Berwyn Heights)	28 Buddy Attick Summer Fun Runs, Thursdays July 7th, 2016- August 25th, 2016 at 7PM Ladies Night Basketball Ages 18+	29 Creative Kids Camp (ages 6-12) presents SUMMER CIRCUS Summer Circus Camp presents SHOWCASE 2016 1PM	30
31 Greenbelt Farmers Market	01	02	03	04	05	06



THE CITY OF

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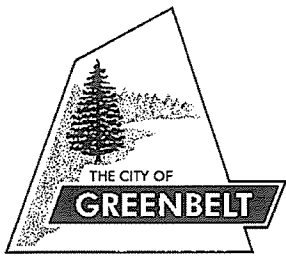
VISITING

I WANT TO...

August 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	01 Interviews for Advisory Group 7:40 PM MB Work Session - Buddy Attick Park Parking Lot Green Redesign Plans, 8PM, MB	02 National Night Out	03 Work Session - PGCPSPupil Accounting & School Boundaries, 8PM, CC	04 Buddy Attick Summer Fun Runs, Thursdays July 7th, 2016- August 25th, 2016 at 7PM Ladies Night Basketball Ages 18+	05	06 Contra Dances Community Center Gym
07 Greenbelt Farmers Market Community Art Drop-In at Greenbelt Community Center 1PM	08 Youth Advisory Committee; 5:30pm Regular Meeting, 8PM, MB	09	10 Advisory Planning Board, 7:30 PM, CC Work Session - County Executive, 7:30PM, MB	11 Buddy Attick Summer Fun Runs, Thursdays July 7th, 2016- August 25th, 2016 at 7PM Ladies Night Basketball Ages 18+	12 Creative Kids Camp (ages 6-12) presents SUMMER CIRCUS Summer Circus Camp presents SHOWCASE 2016 1PM Summer Skate Series Springhill Lake Rec at 5PM	13
14 Greenbelt Farmers Market	15 Work Session - TBD, 8PM, MB	16	17 Advisory Planning Board, 7:30 PM, CC Work Session - TBD, 8PM, CC	18 Buddy Attick Summer Fun Runs, Thursdays July 7th, 2016- August 25th, 2016 at 7PM	19 Summer Circus Camp presents SHOWCASE 2016 2PM Family Fun Night at the Greenbelt Aquatic and Fitness Center	20
21 Greenbelt Farmers Market	22 Work Session - SHA I-495/Greenbelt Station Interchange Project, 8PM, MB	23 Greenbelt Advisory Committee on Environmental Sustainability and Green Team, 7:30pm, CC	24 Work Session - TBD, 8PM, CC	25 Forest Preserve Advisory Board, 7pm, CC Buddy Attick Summer Fun Runs, Thursdays July 7th, 2016- August 25th, 2016 at 7PM	26	27
28 Greenbelt Farmers Market	29 Work Session - TBD, 8PM, MB	30	31 Work Session - TBD, 8PM, CC	01	02	03





City Manager's Report Week Ending July 8, 2016

1. The next Four Cities meeting is Wednesday, July 27 in Berwyn Heights. Please forward any agenda items to me or Anne Marie by Friday, July 15.
2. Update on Youth Services Bureau funding – discussions are on-going regarding the State releasing funding for 8 Youth Services Bureaus. Liz Park is focusing a good deal of attention on it. A letter from the City is in draft.
3. Congratulations to Jeff Williams, City Treasurer, Deirdre Allen, Finance Manager, and all the Finance Department staff on once again being awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association for Fiscal Year 2015. This is the 32nd consecutive year of achieving this award. The letter from GFOA is attached.
4. Coordination of numerous details in preparation for NLC Small Cities Council summer meeting next week.
5. Along with Mary Kolar, MML Intern, spoke with representatives from U. S. Department of Housing and Urban Development on future funding for Green Ridge House. Response was very positive.
6. Coordinated details for second interview of two executive search firms.
7. Assistant City Manager
 - a. Coordinated preparation of background information related to tax credits for contributions to the museum and theater.
8. Finance Department
 - a. Submitted health insurance data to actuary necessary to comply with GASB 45 & 75.
 - b. Completed FY 2017 negotiated purchase list to be submitted to City Council.
 - c. Extended the speed camera contract with Brekford to collect delinquent tickets.
9. Information Technology
 - a. Upgraded camera software for end users.
 - b. Met with Tyler/New World re: Users Group meeting and NG911.
 - c. Continued work on Center cameras.
10. Held senior staff meeting.
11. Prepared for Regular Meeting on July 11.

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 July 8, 2016

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (* = COMPLETED)
2016						
8	Ms. Pope	6/23	Assist with arranging for NLC Small Cities Council summer meeting – July 13-16, 2016.	7/12/16	Mike & Others	Underway.
7	M & C Meeting	6/20	Send letter on proposed change in incident command by County Fire Department.	6/30/16	David	Done 6/24/16.*
6	M & C Meeting	4/11	Refer to PSAC – comprehensive review of security cameras in the City.	4/30/17	Mary/Jim C.	Referred.
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	

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
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 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	

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.
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.



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

June 29, 2016

The Honorable Emmett V. Jordan
Mayor
City of Greenbelt
25 Crescent Road
Greenbelt MD 20770-1891

Dear Mayor Jordan:

We are pleased to notify you that your comprehensive annual financial report for the fiscal year ended **June 30, 2015** qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An award for the Certificate of Achievement has been mailed to:

Jeffrey L. Williams
City Treasurer

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release is enclosed to assist with this effort. In addition, details of recent recipients of the Certificate of Achievement and other information about Certificate Program results are available in the "Awards Program" area of our website, www.gfoa.org.

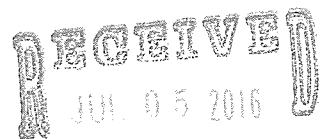
We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,
Government Finance Officers Association

Stephen J. Gauthier, Director

Technical Services Center

SJG/ds



BY:



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

06/29/2016

NEWS RELEASE

For Information contact:
Stephen Gauthier (312) 977-9700

(Chicago)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **City of Greenbelt** by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s), department or agency designated by the government as primarily responsible for preparing the award-winning CAFR. This has been presented to:

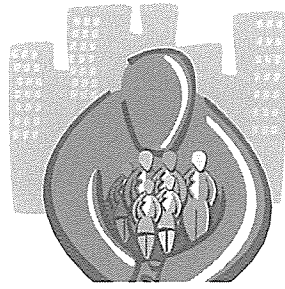
Jeffrey L. Williams, City Treasurer

The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

The GFOA is a nonprofit professional association serving approximately 17,500 government finance professionals with offices in Chicago, IL, and Washington, D.C.

CITY NOTES

Greenbelt CARES



Week Ending July 8

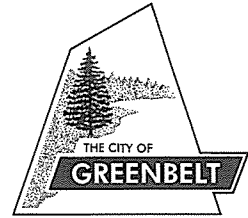
CARES has partnered with the Prince George's County Summer Food program to provide summer lunches at the Springhill Lake Recreation Center. Participating youth will receive a free lunch 3 days a week. The first day of the program was June 27. Darren Stephenson, who is coordinating the program, served 28 lunches to youth that day. The program aims to serve 30-40 lunches each day.

During the month of June, 12 families on average were seen for counseling at CARES. Fifty-one individuals on average came on a weekly basis among whom sixteen were 18 years of age and younger. The CICs (Crisis Intervention Counselors) saw 13 clients.

WEEKLY REPORT

Planning and Community Development

Week Ending: Friday, July 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: 123 Centerway was inspected.

Apartments: Section 5 at Franklin Park was re-inspected and the town homes were inspected; and Franklin Park boiler rooms were inspected.

Rental Property: Seven rentals were inspected; and Three rentals were re-inspected.

Complaints: Six complaints were logged regarding mice infestation, roach infestation, no AC, trash being left on parking lot, hole in ceiling, water heater burst, wet carpet, mold on ceiling, toilet not flushing, and bad odor in laundry room.

Permits: One hundred fifty three permits were approved and issued.

Animal Control: One cat, dog and dove bird were impounded; and One cruelty case investigated.

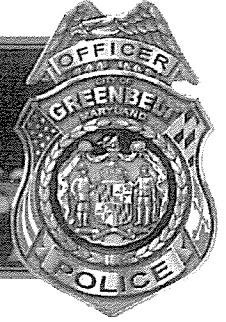
Alarms: Twelve businesses and one company alarm renewal notices were mailed.

Meetings: Staff Attended:
City Council work session on economic development study; and
City Council work session on WSSC's proposed sewer rehabilitation in-stream work.

Staff Met With:

Will Yakel of Woodlawn Development in response to a citizen inquiry on elements of site construction at Greenbelt Station.

Planning Projects: Worked on Program Open Space reimbursement for pool roof project;
Reviewed parts of Module 2 of the County's zoning re-write project;
Reviewed proposed County legislation;
Prepared Program Open Space application for additional funding for the Community Center HVAC project;
Worked with GHI to address concerns regarding WSSC sewer rehabilitation work;
Prepared City Council agenda comments for a departure from parking and loading standards application and a variance application;
Greenbelt Station South Core – (1) Reviewed updated plan sets of Phase 3 Detailed Site Plan for staff certification, (2) Responded to citizen inquires and concerns;
Worked with design consultant on Buddy Attick Park Green Redesign project; and
Submitted staff recommendation for the Greenbelt Lake Dam Phase 1 bid award.



CRIME REPORT

JULY 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

06/30 1:00 A.M.	6400 block Capitol Drive. DWI/DUI arrest. Kathy Robin Wheeler, 34, of Lanham, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of officers investigating a traffic accident. The suspect was released on citations pending trial.
07/03 3:39 A.M.	Area of Greenbelt Road and Lakecrest Drive. DWI/DUI arrest. Natalie Amanda Able, 28, 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.
07/04 7:35 A.M.	100 block Centerway. Trespass arrest. Egan Maurice Murphy, 48, of Greenbelt was arrested and charged with Trespass after he was found on the grounds Greenbelt Step Club after having been banned from the establishment by agents of the property. The suspect was released on citation pending trial.

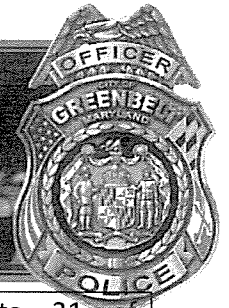
FRANKLIN PARK/BELTWAY PLAZA/GREENBELT METRO/CAPITOL OFFICE PARK

06/29 9:00 A.M.	9300 block Edmonston Road. Theft. Unknown person(s) removed a parcel package from the front stoop of a residence.
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A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



07/02 9:29 P.M.	9100 block Springhill Lane. DWI/DUI arrest. Rigoberto Camacho Bautista, 31, of Hyattsville, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of officers investigating a traffic accident. The suspect was released on citations pending trial.
07/02 1:02 A.M.	Area of Greenbelt Road and Cherrywood lane. DWI/DUI arrest. Rafael Ortiz, 35, of Laurel, 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.
07/03 1:50 A.M.	6200 block Greenbelt Road. Vandalism. Unknown person(s) unknown means to break out a window at the Wendy's drive through window.
07/03 5:07 P.M.	6000 block Greenbelt Road. DWI/DUI arrest. Sherry Lynn O'Neal, 49, of Riverdale, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of officers investigating a traffic accident. The suspect was transported to Doctors Community Hospital after complaining of chest pain. The suspect was then released on citations pending trial.
07/06 6:12 A.M.	6200 block Springhill Court. Burglary arrest. Geranny Sena-Ferrera, 27, of Washington, D.C. was arrested and charged with Fourth Degree Burglary and Disorderly Intoxication by officers responding to a report of a breaking and entering. The victim advised that she was in her bedroom when the suspect opened her bedroom door. Upon seeing the victim the suspect fled the apartment. The suspect was located nearby and was positively identified by the victim. The suspect was transported to the Department of Corrections for a hearing before a District Court Commissioner.

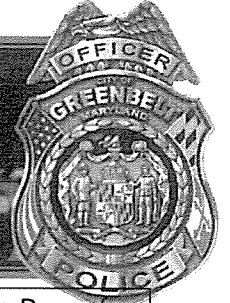
GREENBELT EAST/GREENWAY SHOPPING CENTER

06/29 7:25 P.M.	7400 block Greenbelt Road. Theft. The victim advised that the suspect entered the AT&T Wireless Store and purchased a cell phone. The suspect returned to the store a short time later and stated that he wanted to return the phone. After getting his money back he left the store. The victim then realized that the box that was supposed to contain the phone that was returned had no phone in it. The suspect is described as a black male, 6'3" with a thin build and black hair in long dreadlocks, wearing a red baseball cap with white writing, a grey t shirt and blue jean shorts.
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A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



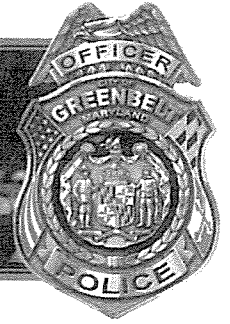
07/03 12:58 P.M.	7400 block Greenbelt Road. Theft. An unattended wallet was taken from Ross Dress for Less.
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Automotive Crime - City Wide

06/30	400 block Ridge Road. Vandalism to auto. Unknown person(s) slashed three tires on a vehicle.
07/02	7800 block Mandan Road. Theft from auto. Unknown person(s) broke out the rear passenger side window of a vehicle and removed the in-dash stereo system.
07/02	20 court Southway. Theft from auto. Unknown person(s) broke out the passenger side window of a vehicle and removed two purses.
07/03	5700 block Greenbelt Metro Drive. Theft from auto. Unknown person(s) entered a possibly unlocked vehicle and removed a digital media player and a Google wallet card.
07/03	7800 block Mandan Road. Vandalism to auto. Unknown person(s) broke out the front passenger window of a vehicle.
07/04	6100 block Breezewood Court. Unknown person(s) used unknown means to flatten four tires on a vehicle.
07/05	6500 block Lake Park Drive. Stolen auto. A black 2006 Mercedes E300 4-door, Maryland tags 1CG3227.
07/05	7900 block Mandan Road. Theft from vehicle. Unknown person(s) used unknown means to pry open the door of a work vehicle and removed a cable meter.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



CRIME REPORT TALLY SHEET

WEEK OF JULY 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 (Dog bite, owner known)	1
Rape		Disruption of School Activities	
Armed Robbery		Transporting a Handgun in a Vehicle	
Attempt Armed Robbery		Reckless Endangerment	
Strong Armed Robbery		Emergency Commitment Petition	2
Attempt Strong Armed Robbery		Missing Person	
Burglary	1	Fraud	
Attempt Burglary		Unattended Death (six month old found not breathing in bed)	1
Assault	2	Alcohol Violation	
Domestic	1	False Report	
Drugs		Harassment	
DUI/DWI	5	Field op (suspicious person)	1
Theft	6	Notification for other agency	
Vandalism	1		
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	1
Trespass		Recovered Stolen Vehicles	
Disorderly Conduct		Recovered Stolen Tags	1
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	2
Suspicious Person		Accidents	8



Department of Public Works

Week Ending July 8, 2016



ADMINISTRATION

- Coordinated the 4th of July activities with the fireworks contractor and other departments.
- Jim Sterling and Richard Fink held a pre-proposal meeting for the Tree Master Plan RFP.
- Finalized the contract for HVAC improvements at the Community Center.
- Richard Fink received the 2016 Young Professional Fellowship to attend the National Recreation & Park Association Conference in St. Louis, Missouri.
- Held a supervisors meeting to review the monthly agenda items.
- Richard Fink, Luisa Robles, and Erin Josephitis hosted a park signage meeting with the Neighborhood Design Center.

STREET MAINTENANCE/SPECIAL DETAILS

- Took down unwanted signs and checked for graffiti.
- Pushed debris at the Northway Fields compost site.
- Attended the supervisors meeting.
- Put down thermoplastic bike lanes on Cherrywood Lane.
- Put out barrels for the Farmer's Market.

REFUSE/RECYCLING/SUSTAINABILITY

- Collected 40.27 tons of refuse and 13.81 tons of recyclable material.

FACILITIES MAINTENANCE

- Installed a kiln in the Community Center.
- Repaired the air conditioning system in the Police Station and in the fitness wing at the Aquatic & Fitness Center.
- Started installing a pole light at the Police Station.

VEHICLE MAINTENANCE

- Repaired a flat tire on a Recreation van.
- Replaced the front brakes on a Recreation vehicle.
- Recharged the air conditioner on a dump truck.

HORTICULTURE/PARKS

- Prepared baseball fields for Babe Ruth and Little League baseball.
- Continued work on the Hanover Parkway bus stop. The roof is completed and installation of the glass panels was started.
- Provided a wooden stage floor for the bandstand during the Independence Day festivities. Also provided a 14-foot boat to set out the pontoons for the fireworks display.
- Provided assistance with traffic control and kept the lake park and restrooms clean during the festivities.
- Adult Kickball leagues have started at Northway.
- Prepared soccer fields for the GSA soccer camp.
- Cut grass in parks and playgrounds.
- Repaired a chair swing at Buddy Attick Park.
- Assisted other crews with the clean-up of Buddy Attick Park and along Crescent Road after 4th of July celebration.
- Pruned low branches on Lakecrest Drive.
- Removed a dead/hazardous White Pine on Hanover Parkway hanging over the pedestrian path.
- Weeded landscaping beds at the Aquatic & Fitness Center and Roosevelt Center.
- Watered newly planted trees in parks and public right-a-ways.
- Cut weeds growing in the Stream Valley Park swale.
- Cut back overgrowth along the Crescent Road black top walking path between Lastner Lane and Greenhill Road.
- Continued working at the Animal Shelter repairing the gate and installing a 6 x 6 board under the service gate so dogs are prevented from digging underneath.

Greenbelt Recreation Department

Weekly Report

Week Ending July 8, 2016

ADMINISTRATION:

- Two proposals were received for the Marketing and Communications Audit RFP that was sent out in early June. Staff has independently reviewed the proposals and plans to review as a group sometime next week to decide on which company will do the audit.
- Assisted Public Works and the Police Department with the July 4th celebration (both on July 4th and July 5th). Despite the postponement, the drum circle and ice cream vendor were available on July 5th.
- Director visited two of the M-NCPPC sites. Attendance numbers are about the same for the Teen Extreme sites but with Greenbelt Elementary School being the only playground site, their numbers of course have increased.
- Met with Aquatic and Fitness Center staff to review various items.
- Prepared and sent out MML Parks and Recreation Department annual membership information.
- Reviewed end of fiscal year reports in RecTrac.
- Forwarded proof of payment for reimbursement through Program Open Space.

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

- Summer Camps are now in their third week! We welcomed many new campers to our second session of camp. Kinder Camp embraced a new theme, "Blast Off," with a focus on crafts, stories, and activities with a connection to space and space travel. Our youngest campers also enjoyed yoga, trips to the pool and Ageless Grace. Camp Pine Tree campers enjoyed group games, sports, arts & crafts and a trip to the Greenbelt Theatre to see "The Lego Movie." Camp YOGO traveled to Gaithersburg to enjoy the Water Park and Miniature Golf Course at Bohrer Park, as well as a visit to the Beltsville AMC theatre showing of "The BFG." Creative Kids Campers participated in classes in music, art, drama, dance, writing, ceramics, and worked on their second production of "Summer Circus." Circus Camp welcomed new and returning campers and continued their focus on circus skill development! Camp Encore continued work on this year's production of "A Midsummer Night's Dream." Our campers and camp staff felt the heat this week, so trips to the pool were welcome relief to the hot weather!
- Braden Field Tennis Courts are busy in the afternoons with campers offered an opportunity to stay after camp and learn the sport of tennis. The Tennis After Care Program has been very popular with the campers this session!
- Park Rangers patrolled our parks over the busy July 4th weekend, enforcing park rules and interacting with park visitors.
- Free Summer Fun Runs at Buddy Attick Park began Thursday. Runs are every Thursday evening through 8/26 at 7pm. Registration takes place in the YC parking lot prior to each Thursday event.
- Staff is working on planning Fall programs and publication of the 2016 Fall Activity Guide.

AQUATIC AND FITNESS CENTER:

- Registration started July 2 for residents and pass holders with open registration starting July 5 for session 2 of the children's weekday lessons. At this point, 143 children are enrolled with 33 slots still open.
- Attended weekly meeting with Assistant Director. On Thursday, NBC Channel 4 and the Prince George's County Health Department used the Center as an interview site for a story on inspections on area pools.
- At the request of patrons, began offering a 10 am class on Mondays during the summer. Traditionally, this class has been cancelled all summer while children's lessons are going on. Additionally, held a drop in class on Tuesday and Thursday July 5 and 7 from 10am-10:45am.
- GMST will host a swim-a-thon on Thursday, July 14 from 8pm-10pm in the outdoor pool.

ARTS:

- Creative Kids Camp, Clay at the End of the Day, and the summer stagecraft teen internship program are underway. Quarterly classes running this session include: Family Ceramics; Sew for Charity; Figurative Hand-Building; Paper Resist Techniques for ceramic surface decoration; Ceramics Open Studio; and Levels 1/2 and 3/4 potter's wheel.
- The fall activity guide is being prepared.
- Ongoing tasks include: processing Festival of Lights Juried Art and Craft Fair applications; hiring and training new special event technicians; and developing FY17 programs.

COMMUNITY CENTER:

- A fire drill was conducted.
- Supervisor met with a potential food operation for Kitchen rentals.
- Supervisor met with the Prince George's County Health Department for an inspection with a caterer.
- Supervisor continued to field inquiries in regard to food operations rentals for the Commercial Kitchen. There have been 138 inquiries since April 2015. There are currently six caterers who received all permits and may rent the Kitchen.
- There were 3 facility reservations processed.
- There were 2 private rentals and 11 pattern rentals.
- The following groups received free space: Golden Age Club and PG Peace & Justice Caucus.
- The following City groups received space: Public Safety Advisory Committee and City Council.