

THE CITY OF

GREENBELT

MARYLAND

GOVERNMENT

COMMUNITY

BUSINESS

VISITING

I WANT TO...

September 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	01	02	03
				Free Concert with The Navy Sea Chanters	Greenbelt Labor Day Opening Ceremony- Outstanding Citizen Miss Greenbelt Pageant Opening, 7:45, Firehouse Johnny Seaton and Bad Behavior-Greenbelt Labor Day Festival	Community Drum Circle-Labor Day Festival Family Friendly Cartoons Fast Eddie and the Slowpokes-Labor Day Festival Patty Reese, Labor Day Festival The "Original" Moonlighters-Labor Day Festival
04	05	06	07	08	09	10
Split 2nd-Labor Day Festival Trio Caliente-Labor Day Festival Family Friendly Cartoons Rising Stars Performance Showcase-Labor Day Festival Miss Greenbelt Pageant Evening Gown and Crowning, 4:30pm, Firehouse The 8-Balls	City Holiday - Labor Day Greenbelt Labor Day Parade Brigadoon-Old Greenbelt Theatre The Nowhere Men-Labor Day Festival	Public Safety Advisory Committee, 7pm, CC	Executive Session - Business Relocation Proposal, 8PM, CC Public Meetings for Input on City Manager Search, 7pm, MB	Ping Pong and Pizza Night, 6pm, BP		BARC Field Day, 10am-2pm Pooch Plunge Moonlit Movie- Ice Age: Collision Course
11	12	13	14	15	16	17
Greenbelt Farmers Market	Youth Advisory Committee, 5:30pm, YC Interview for Advisory Group, 7:20 PM, MB Regular Meeting, 8PM, MB GED Class at SHL GED Class at MB		Advisory Planning Board, 7:30 PM, CC Work Session - City Manager Update/Capital Projects, 8PM, CC			2016 Citizens Preparedness Conference Get Out, Get Fit-FREE Exercise Clinics, 9am, SHP
18	19	20	21	22	23	24
Greenbelt Farmers Market	Work Session - County Executive, 7:30 PM, MB SMART Recovery Group Public Meetings for Input on City Manager Search, 7pm, CC		Park and Recreation Advisory Board, 7:30 CC Work Session - Bikeshare Feasibility, 7:30PM, CC Work Session- Friends of Greenbelt Museum Capital Campaign (CC) 9PM	Forest Preserve Advisory Board, 7pm, CC Community Relations Advisory Board, 7:15pm. SHP		National Public Lands Day Moonlit Movie- North by Northwest
25	26	27	28	29	30	01
	Regular Meeting, 8PM, MB DRAMA Club - Anger Management Group Active Aging Week	Senior Citizens Advisory Committee, 3:30pm, CC Advisory Committee on Education, 7pm, MB Active Aging Week Get Out, Get Fit-FREE Exercise Clinics, 6pm, SHP	Advisory Planning Board, 7:30 PM, CC Work Session - M-NCPPC Zoning Rewrite Module 3, 8PM, CC Active Aging Week Taylor Marie Fashion Show, 1:30pm, CC	Active Aging Week	Active Aging Week	

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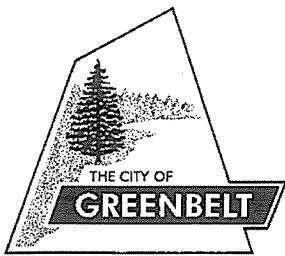
VISITING

I WANT TO...

October 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	30	01 Active Aging Week Conta Dance, 7:00PM, CC
02 Greenbelt Aquatic & Fitness Center 25th Anniversary Event Active Aging Week Artful Afternoon, 1pm, CC	03 No Meeting Rosh Hashanah	04 Arts Advisory Board	05 Interview for Advisory Group, 7:40 PM, CC Work Session - North Core DSP, 8PM, CC	06	07	08 Free Babysitting Course Get Out, Get Fit-FREE Exercise Clinics, 9am, SHP
09	10 Youth Advisory Committee, 5:30pm, SHL Regular Meeting, 8PM, MB	11	12 MML Fall Conference	13 MML Fall Conference	14 MML Fall Conference	15 MML Fall Conference Fall Fest Moonlit Movie- Babe
16	17 Work Session - TBD, 8PM, MB	18	19 Park and Recreation Advisory Board, 7:30 CC Work Session - TBD, 8PM, CC	20 Get Out, Get Fit-FREE Exercise Clinics, 6pm, SHP	21	22 Electronics and Paint Recycling, 9am, PW
23	24 Regular Meeting - 8PM, MB	25 Senior Citizens Advisory Committee, 3:30pm, CC Advisory Committee on Education-PTA Presidents, 6:30pm, MB	26 Four Cities Meeting, 7:30 PM, MB	27 Forest Preserve Advisory Board, 7pm, CC	28	29 Shredding Event, 9am, RC Moonlit Movie- Ghostbusters
30 Advisory Group Appreciation Dinner (CC)	31 Work Session - TBD, 8PM, MB	01	02	03	04	05





City Manager's Report Week Ending September 16, 2016

1. The Aquatic & Fitness Center will celebrate its 25th Anniversary on Saturday, October 1. A flyer with details is in your weekly packet. Please plan to be there by 11 am for celebratory cake and refreshments!
2. Separately included in your envelope is a copy of the response to a proposed eviction at Green Ridge House.
3. Ms. Joellen Earl of GovHR will be in town on Monday, September 19. She has two stakeholder meetings scheduled, a public open meeting at 7 pm, and a meeting with other elected officials representing the City. For the elected officials meeting, Del. Washington and Ryan Middleton of Senator Cardin's office have indicated they will attend, State Senator Pinsky will send an email, and County Council member Turner will have a phone interview. Those are all the RSVPs.
4. Attached is information related to MML from Mayor Pro Tem Davis – 1) outcome of selection of legislative priorities for 2017 – Highway User Revenue came out on top; 2) MML highlights sheet; and 3) listing of programs at fall MML conference.
5. Also included in your envelope is a copy of the adopted FY 2017 budget.
6. Attached is the City's Public Information Act request form and fee schedule in accord with State law. This addressed CAR 2015-13.
7. Finalized and sent letter to WSSC on Greenbelt Homes, Inc. waterline issue.
8. Worked with City Solicitor on response to petition from Mr. Colin Byrd on transgender policy.
9. Assistant City Manager
 - a. Hosted meeting of Maryland City & County Management Association for planning 2018 international conference in Baltimore.
 - b. Finalized capital projects update information.
 - c. Worked with Museum Curator on capital campaign proposal from Friends of Greenbelt Museum.
10. Finance Department
 - a. Prepared for work session with City Council to report preliminary financial results for FY16.
 - b. Set up a meeting with Columbia Bank representatives to discuss wire transfer procedures, credit card chip technology and lock box deposit opportunities.
 - c. Completed shift differential review at the request of the FOP.
11. Information Technology
 - a. Tested new Toughbook image.
 - b. Updated camera licensing license.
 - c. Participated in demo of ReCollect offering.
12. Prepared for Regular Meeting on September 12 and work sessions on September 14, 19 and 21.

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 September 16, 2016

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
2016						
13	Work Session	9/14	Prepare in-depth report on three (3) possible dog park locations.	12/30/16	Celia	
12	Work Session	8/29	Draft letter to WSSC to reopen discussions on GHI waterline issue.	9/30/16	Mike	Sent 9/16/16.*
11	M & C Meeting	8/8	Request by Colin Byrd for anti-discrimination ordinance for LGBT community – prepare summary of current federal and state law.	10/30/16	John	Being prepared.
10	M & C Meeting	7/11	Referral to CRAB on convening a community dialogue related to recent incidents across the nation including police actions and attacks on police.	12/30/16	David	Being prepared. CRAB met on 8/11/16 & 9/8/16.
9	M & C Meeting	7/11	Referral to CRAB on proposal for Freedom Day holiday.	12/30/16	David	Referred @ 7/22/16.
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	Update provided 9/7/16.*
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	To be part of legislative program.
2015						
42	Work Session	12/2	Draft language for Standing Rules to allow voting remotely.	2/29/16	John	In Resolution/Rules on Sept. 2016 Agendas.*

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
41	M & C Meeting	11/23	Language defining difference and use of Ordinance vs. Resolution vs. letter.	1/30/16	John	In Resolution/Rules on Sept. 2016 Agendas.*
39	Work Session	10/14	Can there be signage on the Beltway for Roosevelt Center (e.g. – McDonalds)?	12/30/15	Celia	
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.
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.	Reviewed with BARC on 7/18/16.
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	Reminded staff liaisons 9/15/16.
13	Work Session	6/03	Develop policy for Public Information Act requests, reflecting new legislative changes.	10/3/15	Cindy	Included in City Manager report 9/16/16.*
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 moved to Police 7/1/16.

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
30	Work Session	8/29	Prepare report on Green Ridge House admission policies.	10/30/14	Mike	Amendments being worked on.
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. Deputy Chief presented 7/11/16.
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	Situation will be examined during dam repair project (8/5/16).
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.

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

2017 MML Legislative Program

STRAW POLL

22 Responses

- ✓ Column one indicates the total number of individuals who voted to include a LAR regardless of how they prioritized their vote.
- ✓ Column two indicates the weighted total of votes for an LAR reflecting the total of the numbers that each person who voted for an issue assigned to their vote.

Absolute	Weighted	LAR	
20	76	2017-01	Municipal Government – Highway User Fund Restoration
11	28	2017-02	Stormwater Management on County-Owned Property within Municipalities
2	5	2017-03	Youth Service Bureau Funding
8	18	2017-04	Vegetation Management <i>Tarlow + others won't touch this</i>
7	15	2017-05	Program Open Space
5	13	2017-06	State Innovation Grant Program
12	27	2017-07	Public Utilities and State Highway Administration – Coordination with State and Local Governments
8	16	2017-08	Personal Property – Allocation of Assessments to Local Governments
7	11	2017-09	Open Meetings Act – Exceptions to Close a Meeting- Sale of Real Property

Greenbelt

#2 Choice - 3

#1 Choice - 4

#3 Choice - 2

again this year

#4 Choice - 1

Continuing Strategic Initiatives:
Body Cameras
Foreclosure

- will include all roads + public right of way
- communication and coordination

9/16/16

J → Council David

MML's Fall Conference Heads South: October 13– 15 Solomons Island, MD

MML's annual Fall Conference is a chance to get your municipality ready for the 2017 legislative session, network and learn new best practices to increase your town's effectiveness. Here's all you need to know about this year's conference:

- ◆ First Time Attendees eligible for additional \$50 off registration fees (**via online registration only!**)
- ◆ Save on registration by completing it online. Fees shown include a \$50 discount.
- ◆ This year's bonus workshop on Economic Development will be hosted **within** the conference, on Saturday, October 15.
- ◆ Three Academy core classes featured: Risk Management, Effective Meetings & Employment Issues.
- ◆ **Early registration extended until September 23. Fees increase thereafter.**
- ◆ **Discounted hotel rate (\$129/night) at Holiday Inn Solomons (410/326-6311) extended until September 16.** Mention that you are in the MML group to receive the discount. Additional information can be found on the MML website by choosing the Fall Conference tab.

"App-y" Days Are Here, Again

Kick off the Fall season by looping yourself into the League's activities and news. Download MD Municipal, MML's digital app, and get access to:

**League-wide Calendar*

**Staff Directory & Board List*

**Alerts & Notifications*

**Photo Gallery*

**Municipal Contact Info*

**Search MML website*

**League's Twitter & Facebook feeds*

Search MD Municipal in the Apple or Google Play store to download.

We Have 1,000 Visitors...Want Them?

Then place a Spotlight ad in MML's Digital Directory. It receives over 1,000 unique visitors a month—potential visitors to your town!

Spotlight ads are an easy and cost-effective way to promote your town and its events to people actively seeking information on cities and towns.

Contact Sharone@mdmunicipal.org for more on spotlighting your city/town in the 2017 directory.

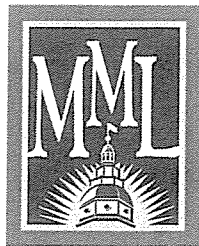
Only \$225 for a whole year* of advertising!

*Two pieces of ad copy per calendar year

**September
2016**

**MML
Highlights**

(as of 9/13/16)



Local Governments to Report on Uses of Highway User Revenues (HUR)

As a mandatory requirement of the HUR funding process, local governments must report to the State how those funds are spent. State Highway Administration has sent a template to each municipality to be filled out by September 30, 2016. More information to be available in upcoming MML eBulletins or by contacting Jim Peck or Bill Jorch in the MML Research Department at 410/268-5514.

**Convention Planning Committee Seeks
Proposals for 2017 Convention**

Didn't see the topic you were yearning to learn more about at this year's convention? Submit a workshop topic proposal you'd like the CPC to consider for the 2017 Convention to Education Director Tom Reynolds at tomr@mdmunicipal.org by **September 16, 2016** for maximum consideration. Each proposal should include a brief description and any recommendations you may have for potential speakers, length and format.

Check out the September 6 eBulletin for information on:

- Speakers Confirmed for MML Fall Conference
- Fall Conference Academy Electives Named
- New Workshop Added to MML Fall Conference Program
- Registration and Hotel Deadlines Fast Approaching—Reminder!
- MML Fall Conference Proxy Forms and Absentee Ballots
- New Maryland Public Service Commission Regulations
- Maryland Water Monitoring Council's 22nd Annual Conference

Maryland Municipal League
2016 FALL CONFERENCE – Holiday Inn, Solomons Island
Discounted Online Registration Deadline: 9/23/16 ~ Hotel Reservation deadline: 9/16/16

Wednesday, October 12, 2016

2:00 – 4:30 Registration – Patuxent Concourse

Thursday, October 13, 2016

8:00 – 4:30 Registration – Patuxent (Pax) Concourse
8:00 – 10:00 Table Top Set up – Pax Concourse
8:15 – 8:45 Board Breakfast – Hunting Creek
9:00 – 10:30 Board of Directors Meeting – Hunting Creek
10:00 – 4:00 Table Top Displays – Pax Concourse
10:00 – 11:00 “Make Your Own Trail Mix” Break
10:30 – 11:00 DVP/Chapter Presidents Meeting- Hunting Creek
10:45 – 11:45 Legislative Committee Meeting –Back Creek
11:45 – 1:00 Box Lunches– Pax Concourse
12:15 – 1:15 Small Town Forum – St. Leonards Creek
12:15 – 1:15 Large City Forum – Parkers Creek
1:30 – 2:30 Orientation for Municipal Officials (OMO) – Battle Creek
2:00 – 3:00 “Salsa Fun” Break/Visit Tabletops
2:30 – 4:30 Basics of Risk Management- (Core) – Drum Point
2:30 – 4:30 Foreclosed Properties (Elective) – Hunting Creek/Battle Creek
4:30 – 5:30 Mayors Association Meeting – Parkers Creek
5:30 – 6:30 Welcome Reception – Cedar/Cove Point & Dinner on your own
Sponsored by Chesapeake Beach, Indian Head, La Plata, Leonardtown and North Beach

Friday, Oct. 14

8:00 – 3:30 Registration & All Day Refreshment Break - Pax Concourse
8:00 – 8:45 Breakfast – Cedar/Cove Point
8:45– 9:45 Opening General Session – Cedar/Cove Point
9:30 – 12:00 Table Tops Open – Pax Concourse
9:30 Break & Visit Table Top Displays – Pax concourse
10:00 – 11:45 Effective Meetings (Core)– Hunting/Battle Creek
10:00 – 11:45 Municipal Policing (Elective) – Drum Point
10:00 – 11:45 Workshop – Emerging Trends in Municipal Government –Buzz Session – Parkers Crk.
11:45 – 1:00 Lunch & Speaker (Josh Kurtz) – Cove/Cedar Point
1:15 – 2:15 Table Reservations - Registration
1:15– 2:30 Business Meeting – (Leon Andrews/Sustainable Maryland Certified) - Drum Point
2:30 – 3:30 Cookie & Chips Break – Pax Concourse
2:45 – 4:45 Active Shooter (Elective) – Hunting/Battle Creek
2:45 – 4:30 Form Based Codes - Drum Point
6:00 – 7:00 Cash Bar – Pax Concourse
7:00 – 9:00 Dinner –Patuxent Ballroom

Saturday, Oct. 15

8:00 – 10:00 Continental Breakfast – Drum Point
8:30 – 12:00 Economic Development Opportunities (Elective) – Cedar/Cove Point
9:00 – 11:00 Employment Issues (Core) – Hunting/Battle Creek

CITY OF GREENBELT
City Clerk's Office
25 Crescent Road
Greenbelt, Maryland 20770

Memorandum

Date: September 7, 2016
To: Michael McLaughlin, City Manager *MPM*
Fr: Cindy Murray, City Clerk *CM*
RE: Maryland Public Information Act Request Form and Fee Schedule

With input from the City Solicitor, Police Command Staff and the Assistant City Manager, the attached Maryland Public Information Act (MPIA) Request Form and Fee Schedule have been developed. Once approved, the information can be posted on the City's website.

Please let me know if you need further information.

For City website

Maryland Public Information Act Requests

MARYLAND PUBLIC INFORMATION ACT (MPIA) REQUESTS

The Maryland Public Information Act enables people to have access to government records without unnecessary cost or delay. The City of Greenbelt is committed to transparency in government.

MPIA requests must be submitted on the City's MPIA Request Form (insert link to form) and may be mailed, emailed, or faxed to one of the City's Records Custodians. Your request should sufficiently identify the records that you are seeking, including a clearly identified subject matter and specific dates or ranges of dates of the documents requested.

The City is not obligated to do research, "create" records, or conduct investigations. The City is given 30 days to comply with your request. However, we will provide information for your inspection as soon as possible. If the information you are requesting does not exist, the City will inform you within 10 working days.

City Records Custodian:

Cindy Murray
City Clerk
City of Greenbelt
25 Crescent Road
Greenbelt, MD 20770
Phone: 301-474-3870
FAX: 301-441-8248
Email: cmurray@greenbeltmd.gov

Police Records Custodian:

Lt. Gordon Pracht
Greenbelt Police Department
550 Crescent Road
Greenbelt, MD 20770
Phone: 301.474.7200
FAX: 301-507-6520
Email: gpracht@greenbeltmd.gov

There are occasions when fees may be charged to produce documents requested (insert link to fee schedule)

If you have any questions about the administration of the above guidelines, please do not hesitate to contact the City Clerk's Office at 301-474-3870.



CITY OF GREENBELT

MARYLAND PUBLIC INFORMATION ACT REQUEST

REQUESTOR	Name of Individual and/or Organization: Address/Phone Number/Other Contact Information:
INFORMATION REQUESTED	Pursuant to §4-201 <i>et seq.</i> of the General Provisions Article, Annotated Code of Maryland, request is hereby made for (please specify): ____ examination, AND/OR ____ copies of the following records. The request should be as specific as possible, and should include specific dates and/or time frames; document names or subject matter; and specific locations and/or addresses:
SIGNATURE	<p>I understand that if the City does not have the records as requested above, it is not required to create one. I further understand that the costs of searching for, preparing and reproducing the documents requested must be paid prior to release of the documents (fee schedule attached). I understand that if I am permitted to examine the record, I shall not alter, falsify, cancel, destroy, mutilate or remove any part thereof, under penalty of law. If the City denies access to the records I have requested herein, I understand that I have the right to seek judicial review of that decision by filing a complaint in the appropriate circuit court, as provided in §4-362 of the General Provisions Article, Annotated Code of Maryland, which sets forth certain remedies for wrongful denial of access. NOTE TO REQUESTOR: If the fee to be charged exceeds \$350.00 and you believe the fee to be unreasonable, you may file a complaint with the State Public Information Act Compliance Board as provided in § 4-1A-05 of the General Provisions Article, Annotated Code of Maryland. You may also seek the assistance of the Office of the Public Access Ombudsman to resolve disputes between you and the City relating to requests for public records as provided in § 4-1B-01 of the General Provisions Article, Annotated Code of Maryland.</p> Date: _____ Signature _____
FOR OFFICE USE ONLY	
TO (DEPARTMENT(S)): _____ DID THE CITY ATTORNEY REVIEW REQUEST YES _____ No _____ REQUESTOR NOTIFIED OF RESPONSE ON: _____ BY: _____ FEE CHARGED: \$ _____ FEE PAID (DATE) _____ REC'D BY _____ INFORMATION AVAILABLE ON (DATE): _____ REQUESTOR NOTIFIED: _____	
RECEIPT	
DOCUMENTS/INFORMATION RECEIVED BY: _____ DATE: _____	

CITY OF GREENBELT
MARYLAND PUBLIC INFORMATION ACT
FEE SCHEDULE

Under the Maryland Public Information Act (MPIA), the City is allowed to charge “reasonable fees” relating to the fulfillment of MPIA requests and/or the production of records. A “reasonable fee” is defined as one bearing a reasonable relationship to the recovery of actual costs incurred by the City.

It is the policy of the City of Greenbelt upon receiving an MPIA request, to prepare an estimate of fees, to notify the requestor of that estimate, and to receive full payment of such fees before the production and release of the documents requested. Adjustments between the estimate and actual cost incurred will be made once the production is complete, and the difference will be reconciled with the requestor at that time.

The following applies to MPIA requests made of the City:

- The first two hours expended by the City searching for a public record and preparing it for inspection are free. After that, the actual cost of the search for, preparation of, and reproduction of a public record in standard format, including media and mechanical processing costs, will be charged. Staff and attorney review costs will be included in the calculation and shall be prorated for each individual’s salary and actual time attributed to the search for and preparation of the public record.
- Upon payment of the aforementioned fee for the search for, preparation of, and reproduction of the public records prepared, the documents will be provided in the format in which they are maintained by the City.
- Copies
 - The first ten (10) pages are free; thereafter, copies are *15 cents* per page.
 - When outsourced – the actual cost will be charged.
- Copy of video on DVD
 - \$5.00 per standard DVD
- Transfer of video (VHS) tape to DVD
 - \$20.00 per standard DVD

Payment shall be made in cash or check payable to “The City of Greenbelt.”

Upon request, fees may be waived by the City Manager’s Office if it is determined to be in the public interest or if the requestor is indigent and files an affidavit of indigency with the City Clerk.

If you have any questions about the administration of the above guidelines, please contact:

For Police Department Records – Administrative Commander, 301-474-7200

All Other City Records – City Clerk, 301-474-8000

AFFIDAVIT OF INDIGENCY

I, _____, have submitted a request for public records under the Public Information Act (Md. Code Ann., Gen. Prov. §§ 4-101 – 4-601) and wish to request a waiver of any fee that would be required in order to process my request. I am unable to pay the necessary fee because I am indigent.

I respectfully submit that:

1. There are ___ family members living in my household, including myself. (*Do not include renters or temporary guests.*)
2. The total gross household income (before taxes) is \$ _____ (*total income earned by all persons in the household*) per WEEK / MONTH / YEAR (*circle appropriate reporting period*).
3. The gross household income (before taxes) is from the following sources (*list amounts before taxes*) per WEEK / MONTH / YEAR:

Wages	\$ _____
Commissions/Bonuses	\$ _____
Social Security/SSI	\$ _____
Retirement Income	\$ _____
Unemployment Insurance	\$ _____
Temporary Cash Assistance	\$ _____
Alimony/Spousal Support	\$ _____
Rent received from tenants	\$ _____
Any Other Income (<i>Do not include food stamps/SNAP</i>)	\$ _____

I affirm under the penalties of perjury that what I have said above is true to the best of my knowledge, information, and belief.

Signature Telephone/Fax

Name Email

Address Date

City, State, Zip

Cindy Murray

From: Karen Ruff <kruff@bsm-legal.com>
Sent: Friday, August 26, 2016 3:10 PM
To: Cindy Murray
Subject: RE: MPIA Fee Schedule

I will double check, but I think it is a judgment call. I don't think that there are income guidelines or anything.

Karen P. Ruff, Esq.
Brennan McKenna Manzi Shay, Chartered
6305 Ivy Lane, Suite 700
Greenbelt, Maryland 20770
Phone: (301)474-0044

This e-mail and any of its attachments may contain information that is privileged and confidential. This e-mail is intended solely for the use of the individual or entity to which it is addressed. If you are not the intended recipient of this e-mail, you are hereby notified that any dissemination, distribution, copying, or action taken in relation to the contents of and attachments to this e-mail is strictly prohibited and may be subject to penalties under the Electronic Communications Privacy Act, 18 U.S.C. §§ 2510-2521 and other applicable laws. If you have received this e-mail in error, please notify the sender immediately and permanently delete the original and any copy of this e-mail and destroy any printed version thereof.

From: Cindy Murray [mailto:cmurray@greenbeltmd.gov]
Sent: Friday, August 26, 2016 3:04 PM
To: Karen Ruff
Subject: RE: MPIA Fee Schedule

Karen,

Made the recommended changes – thanks!

Mike just asked about how he is to make a determination. Any specific guidelines to follow – or judgement call on his part.

Cindy

From: Karen Ruff [mailto:kruff@bsm-legal.com]
Sent: Thursday, August 25, 2016 12:07 PM
To: Cindy Murray
Subject: RE: MPIA Fee Schedule

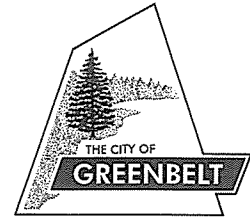
Thoughts attached. Thanks.

Karen P. Ruff, Esq.
Brennan McKenna Manzi Shay, Chartered
6305 Ivy Lane, Suite 700
Greenbelt, Maryland 20770
Phone: (301)474-0044

WEEKLY REPORT

Planning and Community Development

Week Ending: Friday, September 16, 2016



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

CODE ENFORCEMENT

Commercial Properties: 20 Southway and Kid's Club Daycare were annually inspected; and Edmonston Road, Belle Point Office Park and Roosevelt Center were re-inspected.

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

Complaints: Three complaints were logged regarding leak from living room ceiling, mold, rodent infestation, no hot water and yard needing to be inspected; and Nine prior complaints were re-inspected.

Permits: One permit was approved and issued.

Windshields: Megan Lane and Greenbury Drive were observed for tall grass.

Animal Control: Two stray cats, two guinea pigs and one hamster were impounded; One dog surrendered by owner; and One kitten was adopted.

Noise Complaints: Five warning letters were mailed regarding excess noise.

Meetings: Staff Attended:

Council meeting on Woodspring Suites Detailed Site Plan and Stream Valley Trail easement;

Module 3 Zoning Rewrite focus group hosted by County Planning Staff and the consulting agency leading the project;

Camden Line Coalition meeting with other invited stakeholders to discuss the creation of a dedicated advocacy group serving government agencies and major employer stakeholders; and

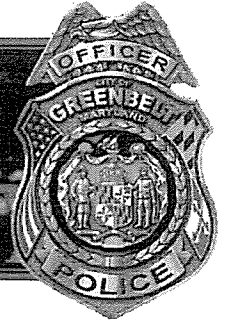
Inter-Municipal Bikeways Working Group as a representative from Greenbelt.

Staff Met With:

Contractor and engineer in charge of project for the Greenbelt Lake Dam bi-weekly status meeting; and Greenbelt Station South Core Developers for status update meeting and to discuss ongoing items associated with the project.

Planning Projects: *Conducted review of additional submitted material and prepared addendum staff report for the Woodspring Suite Detailed Site Plan with recommendation for approval with conditions;*
Project management for Greenbelt Lake Dam;
Reviewed WSSC permit for sewer rehabilitation and stream restoration work near Still Creek off Hanover Parkway;
Continued updates of the Pedestrian and Bike Trail Map;
Reviewed Module 3 materials for the Prince George's County zoning rewrite;
Continued review and write-up of preliminary comments of the Greenbelt Station North Core Detailed Site Plan for infrastructure. Provided comments to Garth Beall.; and
Prepared brief write-up of the status/goals of bike planning in Greenbelt for the Inter-Municipal Bikeways Working Group.

GREENBELT POLICE DEPARTMENT



CRIME REPORT

SEPTEMBER 14, 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

09/09 11:24 A.M.	6500 block Capitol Drive. Theft. A dealer registration plate was taken from the Capitol Cadillac dealership.
09/11 11:56 A.M.	100 block Centerway. Theft. An unattended cell phone was taken at the COOP Supermarket.

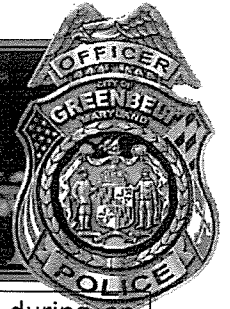
FRANKLIN PARK/BELTWAY PLAZA/GREENBELT METRO/CAPITOL OFFICE PARK

09/08 2:46 P.M.	9300 block Edmonston Road. Vandalism. Unknown person(s) broke out the bedroom window of a residence.
09/09 11:48 A.M.	6100 block Breezewood Drive. Home invasion robbery. The victim advised that she observed the suspect standing in front of her apartment building. After she walked to her front door, the suspect produced a gun, pushed the victim into her apartment and demanded money. After getting money from the victim, the suspect began walking through the apartment. The victim ran from the apartment yelling for help. The suspect then exited the apartment and fled the scene on foot. The suspect is described as a black male, 5'10", with a long face, black hair in short curls and a light complexion, wearing a red short sleeved shirt and black jeans.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



09/14 4:00 P.M.	9000 block Breezewood Terrace. Theft. Unknown person(s) took property during an eviction. Among the items taken were jewelry and a Kindle Fire.
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09/14 1:52 P.M.	6200 block Springhill Court. Home invasion robbery. The victim advised that she was followed into the apartment building by the suspect and when she opened the door to her residence, the suspect forced his way in. The suspect then produced a gun and announced a robbery. After obtaining two notebook type computers and money the suspect fled the apartment. The suspect is described as a black male, 21 to 26 years of age, with a thin build, short black hair and a beard, 5'10" to 5'11", wearing camouflage pants and a black shirt.
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GREENBELT EAST/GREENWAY SHOPPING CENTER

09/08 4:33 P.M.	6500 block Springcrest Drive. The victim advised that on July 27 th a parcel package was taken from the front of his residence. It is unknown why the victim delayed reporting the theft.
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09/11 11:54 A.M.	5900 block Cherrywood Terrace. Theft. A parcel package was signed for and taken by an unknown suspect on September 5 th .
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09/11 8:02 P.M.	Area of Cherrywood Lane and Greenbelt Metro Drive. Public intoxication arrest. Raul Ruiz Tomayo, 33, of Greenbelt was arrested and charged with Public Intoxication by officers responding to a report of an intoxicated subject on a bridge. The suspect was released on citation pending trial.
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Automotive Crime - City Wide

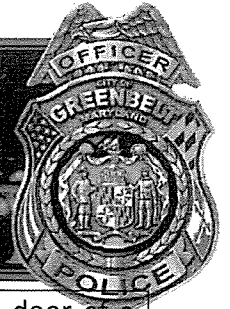
09/08	5700 block Greenbelt Metro Drive. Theft from auto arrests. Mario Patrick Rook, 19, of Landover, MD; Jermaine Donnel Bunch, 19, of Landover, MD and a 17 year old Landover Hills, MD youth were arrested for Theft by officers responding to the Greenbelt Metro for a report of subjects attempting to enter vehicles. The suspects were located in the parking lot in a vehicle and were found to be in possession of stolen property. The adults were released on citation pending trial. The youth was released on citation pending action by the Juvenile Justice System.
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09/08	9000 block Breezewood Terrace. Attempt theft from auto. Unknown person(s) broke out the front passenger window and rifled through the vehicle.
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A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT

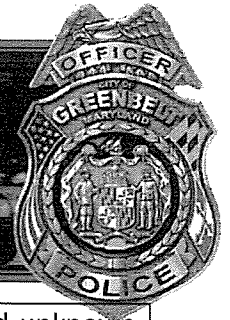


09/08	400 block Ridge Road. Theft from auto. Unknown person(s) forced open the door of a vehicle and removed cash.
09/08	9100 block Springhill Lane. Theft from auto. Unknown person(s) broke out the driver's side window of a vehicle and removed the handicap placard.
09/08	9000 block Breezewood Terrace. Theft from auto. Unknown person(s) broke out the passenger's side window of a vehicle and removed money and a GPS unit.
09/08	9000 block Breezewood Terrace. Attempt theft from auto. Unknown person(s) broke out the passenger's side window of a vehicle and rifled through the vehicle.
09/08	400 block Ridge Road. Attempt theft from auto. Unknown person(s) rifled through an unlocked vehicle.
09/08	9100 block Springhill Lane. Vandalism to auto. Unknown person(s) threw a rock through the front passenger window of a vehicle.
09/08	9000 block Breezewood Terrace. Vandalism to auto. Unknown person(s) broke out the passenger's side window of a vehicle.
09/08	5900 block Cherrywood Lane. Vandalism to auto. Unknown person(s) broke out the driver's side window of a vehicle
09/08	400 Ridge Road. Theft from auto. Unknown person(s) used unknown means to enter a vehicle. Sunglasses, jewelry and money were among the items taken.
09/08	400 block Ridge Road. Theft from auto. Unknown person(s) used unknown means to enter a vehicle and remove a pair of sunglasses.
09/08	Recovered stolen auto. A 2001 Audi A6 4-door, reported September 4 th from the 9100 block of Edmonston Court, was recovered this date by the Metropolitan Police Department in the 300 block of Jefferson Street S.W., Washington, D.C. No arrests.
09/09	7800 block Mandan Road. Theft from autos. Unknown person(s) broke out the front passenger windows of two vehicles, removing a purse from one vehicle and a laptop computer from the other.
09/09	400 block Ridge Road. Theft from auto. A GPS unit was taken from an unlocked vehicle.
09/10	Recovered stolen motorcycle. A 2013 Yamaha motorcycle, reported stolen September 6 th from the 9100 block of Edmonston Road, was recovered this date by the Prince George's County Police Department in the 5700 block of Allentown Road, Suitland, MD. No arrests.
09/10	7800 block Hanover Parkway. Vandalism to auto. Unknown person(s) broke a window and slashed two tires on a vehicle.
09/10	5700 block Greenbelt Metro Drive. Recovered stolen auto. A 2006 Nissan Altima 4-door, reported stolen to the Montgomery County Police Department. It appears to have been involved in an accident. No arrests.



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GREENBELT POLICE DEPARTMENT

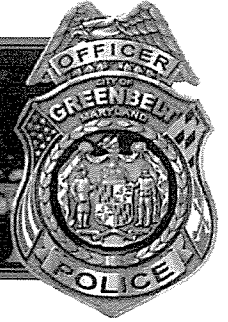


09/10	7600 block Mandan Road. Attempt theft from auto. Unknown person(s) used unknown means to gain entry to the vehicle. The vehicle was rifled through, but nothing appears to have been taken.
09/11	9100 block Edmonston Road. Theft from auto. Four tires and rims were taken from a vehicle.
09/11	5900 block Cherrywood Lane. Attempt theft from auto. Unknown person(s) used unknown means to gain entry to the vehicle. The vehicle was rifled through, but nothing appears to have been taken.
09/11	7500 block Mandan Road. Stolen vehicle. A black 2004 Chevrolet Tahoe SUV, Maryland tags 63220CF.
09/12	Recovered stolen motorcycle. A 2005 Honda motorcycle, reported stolen September 6 th from the 9100 block Springhill Lane, was recovered this date by Metropolitan Police Department in the 3200 block of Stanton Street S.E., Washington, D.C. No arrests.
09/12	9300 block Edmonston Road. Theft from auto. Unknown person(s) used unknown means to gain entry to the vehicle. Keys were taken.
09/12	6100 block Springhill Terrace. Vandalism to auto. Four tires were slashed on a vehicle.
09/13	5800 block Cherrywood Terrace. Theft from auto. Theft from auto. Four tires and rims were taken from a vehicle.
09/13	9100 block Springhill Lane. Recovered stolen vehicle. A 2008 Honda Civic CRX 4-door, reported stolen to the Laurel City Police Department. No arrests.
09/14	7900 block Mandan Road. Recovered stolen vehicle. A 2016 Lacrosse sedan, reported stolen to the Prince George's County Police Department. No arrests.
09/14	7800 block Somerset Court. Theft from auto. Headphones, hand tools and a charger were taken from a possibly unlocked vehicle.
09/14	8300 block Canning Terrace. Theft from auto. A laptop computer was taken from a possibly unlocked vehicle.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



CRIME REPORT TALLY SHEET

WEEK OF SEPTEMBER 14, 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 (Suspect known to victim)	1	Disruption of School Activities	
Sexual Assault (Suspect known to victim)	1	Transporting a Handgun in a Vehicle	
Armed Robbery	2	Reckless Endangerment	
Strong Armed Robbery		Emergency Commitment Petition	2
Attempt Strong Armed Robbery		Missing Person	
Burglary		Fraud	2
Attempt Burglary		Unattended Death	
Assault (2 Domestic related)	2	Alcohol Violation	
Domestic		False Report	
Drugs		Harassment	
DUI/DWI		Field op (suspicious person)	1
Theft	7	Notification for other agency	
Vandalism	1		
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	1
Trespass		Recovered Stolen Vehicles	5
Public Intoxication	1	Recovered Stolen Tags	
Failure to Obey Lawful Order		Theft From Vehicles	13
Credit Card Offense	1	Attempt Theft From Vehicles	5
Telephone Misuse		Attempt Theft of Vehicle	
Counterfeit Money		Vandalism to Vehicles	5
Suspicious Person		Accidents	7



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

Department of Public Works

Week Ending September 16, 2016



ADMINISTRATION

- Continued inspections of the Greenbelt Fore bay Project.
- Continued inspection duties on the Greenbelt Dam Project.
- Met with the Director of CARES and the Deputy Chief regarding domestic violence month activities.
- Met with Brian Townsend to discuss the purchase of new trees from the Pepco rebate.

STREET MAINTENANCE/SPECIAL DETAILS

- Took down unwanted signs and checked for graffiti.
- Put up Swim Team banners and Farmer's Market banners.
- Pushed debris at the Northway Fields and got rid of a lot of dumped trash.
- Cleaned up Building #3 from Labor Day.
- Cleaned the Greenbelt Cemetery and prepared for a burial on Saturday.
- Took steel cans to the Prince George's scrap metal yard.
- Dumped 55 barrels filled with water and oil into a recycling tank.
- Put out barrels and parking signage for the Farmer's Market.

HORTICULTURE/PARKS

- Planned and assisted LandCare with Public Lands Day doing community service in the natural landscaping areas on Crescent Road and on Laurel Hill Road on Friday.
- Prepared kickball and football fields for league use.
- Watered the landscaping throughout the city.
- Cut grass throughout the city.
- Repaired a bench on Mandan Road on the Roosevelt High School side.
- Repaired a bus stop ramp on Hanover Parkway by Schrom Hills Park.
- Assisted with the installation of a dump body onto pick-up truck #115.
- Removed downed trees near the St. Hugh's playground.
- Repaired gates at the Dog Park.

FACILITIES MAINTENANCE

- Repaired a leak in the Community Center's Adult Day Care; also replaced ceiling tiles and dried the carpet.
- Repaired lights in the Community Center's second floor restrooms.
- Started repairing the air conditioning in the Club House at the Springhill Lake Recreation Center.
- Repaired the Youth Center's air conditioning.
- Replaced the switch to the warmer in the Community Center's kitchen.

REFUSE/RECYCLING/SUSTAINABILITY

- Collected 25.13 tons of refuse and 11.13 tons of recyclable material.
- Attended the Zero Waste Green Team meeting.
- Attended COG's BEEAC (Built Environment and Energy Advisory Committee) and Recycling meetings on Thursday in Washington, D.C.
- Performed daily facility inspections.
- Trained intern to update the Greenbelt Forest Stewardship Project website.
- Proofread intern's article on grocery shopping comparisons (Sweden vs Greenbelt) for the *News Review*.
- Accepted the Proclamation for National Public Lands Day at Monday's Council Meeting.
- Advertised National Public Lands Day in the *News Review* and on social media.
- Attended the ACT meeting.

AUTO MAINTENANCE

- Installed a dump body bed on pick-up truck #115.
- Performed preventative maintenance on dump truck #125 - repaired the lights and the exhaust.
- Completed the shut-off switch installation in dump truck # 126.
- Performed an inventory check and cleaned the shop.

Greenbelt Recreation Department

Weekly Report

Week Ending September 16, 2016

ADMINISTRATION:

- Assistant Director of Programs was Acting Director.
- Assistant Director of Programs held summer camp evaluation meeting with the Greenbelt Kids Supervisor and the Therapeutic Recreation Supervisor.
- Provided informational material to LMD Marketing.
- Acting Director approved financial assistance request from the Kids to Camp fund.

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

- The Youth Center gym floor refinishing project is complete.
- Many Fall Class Programs began this week.
- Weekly volleyball drop-in program began at SHLRC.
- New free program for elementary age children, "Crazy 8," got off to a great start at SHLRC.
- Mom's Morning Out students enjoyed a field trip to the Old Greenbelt Theatre and participated in a program co-sponsored by the Theatre and P.G. County Memorial Library System.
- Attended the MRPA Professional Communication Workshop.
- Attended Youth Advisory Board meeting.
- 2016 Fall program registration continued on a space available basis.
- Free Get Out Get Fit Clinic at Schrom Hills Park Fitness Zone provided on Saturday, September 17 from 9am-10am.
- Fall Special Event planning continued with a new partner for our next Moonlit Movie. Greenbelt Park is the location! We are helping them celebrate the 100th birthday of the NPS with a free film in the Sweetgum Picnic Area on September 24 at 7:30pm.
- Plans for Fall Fest, Halloween and the remainder of our Moonlit Movie Series continued.

AQUATIC AND FITNESS CENTER:

- With the assistance of the Greenbelt Police Department, conducted In-Service training for Cashiers and Pool Managers. Police Department representatives discussed ways to deal with hostile and confrontational situations.
- Began process of outdoor pool winterization.
- Held Swim Skills evaluation and began registration for Fall Swim Lessons.
- GMST conducted Open House (registration) and swim skills assessments in preparation for beginning of Fall season.
- Invitations sent for GAFC 25th Anniversary Celebration scheduled for October 1, 2016.
- Youth Swim Lessons registration started for Greenbelt residents and pass-holders on Monday and opened to non-residents on Wednesday.
- Lifeguard interview process began. Two candidates were interviewed and accepted the job offer. Hire dates to be determined upon receiving the completed Employees' Hiring Packages.

COMMUNITY CENTER:

- The monthly fire drill was conducted.
- The flag was lowered to half-staff for Patriot Day.
- Check out the front lobby display case exhibit for Active Aging Week.
- Thanks to Betty Timer for replacing the exhibit in the east hallway display case.

- Supervisor attended a Bike to Work Day meeting at COG in DC.
- Supervisor continued to field inquiries in regard to food operations rentals for the Commercial Kitchen. There have been 162 inquiries since April 2015. There are currently six caterers who received all permits and may rent the Kitchen.
- The facility sponsored an American Red Cross Blood Drive.
- There were 5 facility reservations processed.
- There were 3 private rentals and 15 pattern rentals.
- The following groups received free space: Golden Age Club, Greenbelt Concert Band, GIVES, Greenbelt Writers Group, Girl Scout Troop #23007, Girl Scout Troop #2799, Friends of the Greenbelt Theatre, Charlestowne Village, Greenbelt Climate Action Network, Greenbelt Baseball, Greenbrook Estates and Greenwood Village.
- The following City groups received space: City Council, Be Happy, Be Healthy Volleyball & Yoga and GAIL.

ARTS:

- Fall classes got underway this week.
- The winter program schedule is in development.
- The yarn-bombed tree trunk outside the Community Center was unwrapped with assistance from Public Works. Staff thanked and congratulated Artist in Residence Rachel Cross for her leadership of this temporary public art installation.
- Promotions are underway for the October 2 Artful Afternoon which will include a mask workshop with Artist in Residence Celestine Ranney-Howes, a performance by Synetic Theater, and a studio open house and sale with the Community Center's 8 Artists in Residence.
- All Civic, Recognition and Contribution Groups were invited to consider applying for the Festival of Lights Juried Art and Craft Fair as a fundraising and promotional opportunity. The Greenbelt Arts Center was offered a contract to operate the café again this year.
- Ongoing tasks include: scouting artists for the Festival of Lights and for exhibition programming; processing Art and Craft Fair applications; booking performances and planning workshops for FY17 Artful Afternoons and Community Art Drop-In days.

THERAPUTIC RECREATION:

- The Fall Walk With Ease class started on Monday at Schrom Hills Park. So far everything is going well and the participants are enjoying their time walking the Schrom Hills path and learning about arthritis and exercise.
- The Walk With Ease Walk on Route 66 class that takes place in the gym is going well. So far our group has walked from Greenbelt and is almost in Cumberland, on their way to LA via virtual Route 66.
- The Senior Citizen's Open Forum flyer has been printed and the Senior Citizen Advisory Committee members are distributing the flyers around town. The Open Forum is scheduled for Saturday, October 8 at 1:00pm in the Community Center Multipurpose room.
- Staff has been working on the Winter Senior programs in preparation for the winter 2017 brochure.
- Friday's Explorations Unlimited features Mr. Mark Gottlieb, independent insurance broker. He will be giving an overview of different types of insurance individuals may be interested in, including Medicare and Long Term Care.