



I'm looking for...



GOVERNMENT CITY SERVICES COMMUNITY VISITING I WANT TO...

March 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>01</b> Artful Afternoons Greenbelt Youth Musical 2015; Secret Circus	<b>02</b> Work Session - NASA/GSFC 8:00 PM, MB POSTPONED: Presidents' Day Buddy Attick Park Tree Protection Workday	<b>03</b>	<b>04</b> No Meeting Memorial Trees and Memorial Benches GIS Workday	<b>05</b> Work Session - Greenbelt East Advisory Coalition-Stakeholders, CANCELLED! County Budget Listening Session w/ Todd Turner, 7pm, Bowie	<b>06</b> Buddy Attick Park Tree Protection Workday-CANCELLED	<b>07</b> National League of Cities, Congressional Cities Conference; Washington, DC Greenbelt Youth Musical 2015; Secret Circus
<b>08</b> National League of Cities, Congressional Cities Conference; Washington, DC Schrom Hills Garden Bed Preparation & GIS Workday	<b>09</b> National League of Cities, Congressional Cities Conference; Washington, DC Reception for ACE Educators, 7:30 pm Regular Meeting/ACE Educator Awards, 8:00 PM, MB	<b>10</b> National League of Cities, Congressional Cities Conference; Washington, DC	<b>11</b> National League of Cities, Congressional Cities Conference; Washington, DC Legislative Dinner - 6:00 p.m.	<b>12</b>	<b>13</b> Ice Cream Social	<b>14</b> Nutrition & Education Program: Nutrition & Food Basics 101 Nutrition & Education Program: Mindful Eating
<b>15</b>	<b>16</b> Executive Session, 8:00 PM, MB Interview for Advisory Group, 7:40PM, MB	<b>17</b>	<b>18</b> Work Session - School Board Representative, 8:00 PM, CC	<b>19</b> Absolutely Incredible Kid Day	<b>20</b>	<b>21</b> Nutrition & Education Program: Nutrition & Food Basics 101 Nutrition & Education Program: Mindful Eating
<b>22</b> Nutrition & Education Program: To Be or Not to Be Vegetarian, Gluten Free, Raw and Everything in Between	<b>23</b> Regular Meeting/Budget Presentation, 8:00 PM, MB	<b>24</b>	<b>25</b> Work Session - Youth Sports, 8:00 PM, CC Memorial Trees and Memorial Benches GIS Workday	<b>26</b> Work Session - Greenbelt East Advisory Coalition - 7:30pm, GE	<b>27</b> Seed Starting Workday	<b>28</b> Arbor Day - Eco Steward Discovery Day & GIS Workday Arbor Day Celebration Nutrition & Education Program: Food as Medicine
<b>29</b> Keith Marshall Memorial Concert, 2pm, American Legion	<b>30</b> Work Session, M-NCPPC Zoning Rewrite Briefing, 8:00 PM, MB Art Exhibition: A Condition of the Soul	<b>31</b>	<b>01</b>	<b>02</b>	<b>03</b>	<b>04</b>



**April 2015**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	01 Budget Work Session - Overview, Revenues & General Government 8 p.m. (CC) Memorial Trees and Memorial Benches GIS Workday	02	03 Underwater Egg Hunt	04 Garden Bed Preparation Workday at Three Sisters Demonstration Gardens Annual Egg Hunt Contra Dances
05	06 No Meeting	07 Nutrition & Education Program: Optimal Digestion	08 Work Session - TBD, 8PM, CC Memorial Trees and Memorial Benches GIS Workday	09	10 Seed Starting Workday Spring Skate Series	11 Garden Bed Preparation Workday at Three Sisters Demonstration Gardens Green Man Festival Event Planning Meeting
12 Artful Afternoons	13 Regular Meeting, 8PM, MB	14	15 Budget Work Session - Public Safety, 8PM, CC	16 Nutrition & Education Program: Participants Pick a Topic	17	18 Earth Day Celebration Earth Day Celebration
19 Nutrition & Education Program: Nutrition & Food Basics 101 Nutrition & Education Program: Mindful Eating	20 Budget Work Session - Planning, 8PM, MB	21	22 Budget Work Session - Recreation, 7:30PM, CC Memorial Trees and Memorial Benches GIS Workday	23	24	25 Electronics Recycling Nutrition & Education Program: Nutrition & Food Basics 101 Nutrition & Education Program: Mindful Eating
26 Memorial Trees and Memorial Benches GIS Workday Nutrition & Education Program: To Be or Not to Be Vegetarian, Gluten Free, Raw and Everything in Between Nutrition & Education Program: Food as Medicine	27 Regular Meeting/1st Public Budget Hearing, 8:00PM	28	29 Budget Work Session - Public Works, 8PM, CC Memorial Trees and Memorial Benches GIS Workday	30 Four Cities Meeting-- 7:30 PM, New Carrollton	01	02

# COUNCIL ACTION REQUESTS (CAR) REPORT

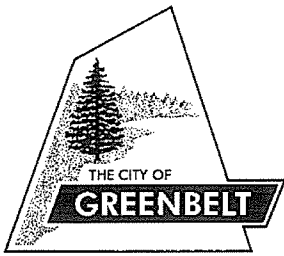
## as of March 27, 2015

NO.	REQUESTED BY	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
<b>2015</b>						
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	
5	M & C Meeting	1/26	Report on why dog "Paris" was euthanized (petition).	2/28/15	Celia	Draft received @ 3/6/15.
4	M & C Meeting	1/26	Join and publicize energy efficiency collaboration program.	4/30/15	David	
3	M & C Meeting	1/12	Refer Economic Development Strategy Report to APB and notify other boards.	2/28/15	Cindy	
2	M & C Meeting	1/12	Coordinate with Public Works – 1) Warning signs at playgrounds re: burn potential; 2) Contact HOA's re: shredded rubber; and 3) Get cost of surfacing options for 1 Court Southway.	3/30/15	David	Update memo in 3/27/15 City Manager Report.
1	M & C Meeting	1/12	Replace bus stop benches at Cherrywood Lane stops, ask County to remove its benches but not until ours can go in, consider shelter at Courthouse stop, ask County to fund our benches.	5/30/15	Jim S./Terri	
<b>2014</b>						
47	M & C Meeting	11/24	Arrange for two series of trainings by Darkness to Light organization – 1) employees and 2) public – evaluate future steps.	4/30/15	Liz	Discussions underway @ 3/11/15.
46	M & C Meeting	11/24	Incorporate suggested policy language into COPAR on Child Pornography on Sexual Abuse violations.	1/30/15	Mary	
44	M & C Meeting	11/10	Work with CHEARS, alight and artists on install of signage/artwork at Three Sisters Gardens.	6/30/15	Jim S./Julie	Underway.
43	Ms. Mach	11/10	Status of lighting at new path behind Springhill Lake Recreation Center.	12/30/14	Jim S./Celia	

NO.	REQUESTED BY	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
42	M & C Meeting	11/10	Implement smoking prohibition in plaza area at Roosevelt Center.	12/31/14	David	Drafted action plan and forwarded to departments for review – 12/1/14.
38	Work Session	8/20	Refer to CRAB – Hartman petition to establish an Advisory group on Inclusion and Diversity.	2/28/15	David	CRAB considering at 1/15/15, 2/5/15 & 2/26/15 meetings.
37	Work Session	8/20	Refer to ACE – Boyce petition to establish a Science and Technology Advisory Committee.	1/31/15	Liz	
36	Ms. Davis	10/18	Research interpretive sign on history of old Greenbelt Middle School.	12/30/14	David	Cost is around \$1800. Will contact school system.
33	Work Session	9/3	Get information on COG Tap-it Program.	10/30/14	Mike	
32	Work Session	8/29	Assess pros and cons of relocating Parking Enforcement, Animal Control and/ or Code Enforcement functions (Organizational Assessment).	12/30/14	Mike/Celia	
31	Work Session	8/29	Prepare revised MOU with GATE following 7/23/14 work session.	10/30/14	Mike	3/10/15 meeting rescheduled due to weather/budget.
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.
27	Work Session	8/18	Revise outdoor event permit proposal following comments at 8/18 work session.	10/15/14	Joe	Draft received 12/1/14.
17	M & C Meeting	7/14	Request installation of crosswalk on Southway in vicinity of B/W Parkway Ramp.	12/30/14	Mike	Sent to SHA.
13	Work Session	5/14	Explore with Green Ridge House the establishment of community gardens.	11/30/14	Kenny	Solicitation of interest has been placed in June/July newsletter. Mtg. being set to determine Forest Preserve boundaries.
12	M & C Meeting	4/28	Prepare response to petition for drinking fountain in Roosevelt Center.	7/30/14	Kenny	Response in 10/24/14 City Manager Report.
10	Work Session	4/23	Research whether city can/ should enforce recycling for multi-family housing.	6/30/14	John	

NO.	REQUESTED BY	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
8	Work Session	3/26	Status of removing double poles.	4/30/14	Jim S.	Email sent 4/3/14. Discussed at GHI Work Session (6/30). Letters sent to Comcast and Verizon 7/14/14 and 8/14/14. A few of them have been removed from Northway.
2	M & C Meeting	1/13	Refer to PSAC request to review and update city's emergency plan – include Ms. Mach's NLC handout.	5/30/14	Jim C./Mary	Staff briefed PSAC on 9/3/14.
<b>2013</b>						
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	
41	M & C Meeting	10/14	Prepare report on conditions and recent history of Greenbriar Park.	1/30/14	Kenny	
39	M & C Meeting	10/14	Prepare report on pros and cons of city having CB-89 type legislation by 12/30/13.	12/30/13	John/Mike	Awaiting response from County Executive @ 12/11/13. Email update provided 2/4/14. City Solicitor opinion provided 2/14/14.
34	Work Session	7/15	Check on history of pipe in dam - Any agreement with SHA or WSSC? Any evidence that WSSC crushed pipe in install of 96 inch main?	12/30/13	Mike	
27	M & C Meeting	7/8	What would be next steps if County proceeds on Sunnyside project?	9/30/13	John	Met with City Solicitor on 9/11/13. Awaiting response from County Executive from 12/11/13 meeting.
<b>2012</b>						
11	M & C Meeting	5/14	Review of City Code for outdated sections including whether bikes need to be registered.	12/30/12	Cindy	Funds budgeted for full update of Code in FY 2015. Get proposals by December 2014.

NO.	REQUESTED BY	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (* = COMPLETED)
5	M & C Meeting	3/12	Refer to P&CD, Rec. Dept., PRAB and YAC – Should there be a dog park in center part of city? Details in meeting minutes.	10/30/12	Celia/Julie	Changed due date to October 2012 due to workload.
4	M & C Meeting	1/9	Refer Sustainable Land Care Policy to ACT, Green ACES, YAC and FPAB for review and comment.	3/30/12	Cindy	Referred at 1/13/12. FPAB has reviewed @ 7/19/12. YAC submitted report @ 9/19/12. ACT did detailed review in July and August 2013 and has submitted revised version @ 10/29/13. By end of 2014.
<b>2011</b>						
34	M & C Meeting	12/12	Begin work on Southway sign – Replace scratched glass ASAP.	6/30/12	Terri	Scratched glass replaced @ 1/6/12.
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.
<b>2010</b>						
32	Mayor Davis	6/25	Does city need its own ordinance to limit roadside solicitation per 2008 State law?	8/30/10	John	City Solicitor response in 9/3/10 City Manager Report. A city ordinance is being drafted.
28	Work Session	6/9	Draft legislation to implement new planning authority (CB-16).	9/30/10	John	County legislation approved 5/3/11. City Solicitor drafting language @ 1/25/12.
16	Work Session	4/21	Develop policy on when city will issue proclamation – Mayor's authority?	7/30/10	Cindy	Ms. Davis has reviewed proclamations back to 2000 and working on report.



## City Manager's Report Week Ending March 27, 2015

1. Attached is a revised budget work session schedule following the discussion at Monday's meeting. The ten budget work sessions have been reduced to eight with the pairing of Museum, Grants and Contributions with Public Safety on April 15, and CARES and Planning on April 20. Please review it and let Cindy or me know of any concerns.
2. Attached in an envelope is a memo related to the Greenbelt Museum.
3. Attached is an update on playground surfacing.
4. The office will be short staffed on Friday, April 3. Cindy Murray will be available. David, Anne Marie and I will be off.
5. Attached is the job description for Chief of Police.
6. Also attached is the February Police Statistical Report.
7. Prepared for regular meeting and budget presentation of March 23, and work sessions of March 25 and 30, and April 1 as well as GEAC meeting.
8. Assistant City Manager
  - a. Held a CDBG pre-construction meeting for the Accessible Greenbelt project.
  - b. Researched CR-9-2015 (County CDBG funding for PY 41) and drafted correspondence.
  - c. Monitored State Legislation and the Legislative Update is attached.
  - d. Began seeking electricity quotes. City contracts expire July 2015.
9. Finance Department
  - a. Completed Evaluation/Comparison Report of kilowatt hours for calendar years 2013 & 2014.
  - b. Met with Police Department staff and FOP representative to discuss payroll procedures during inclement weather and created a policy moving forward.
  - c. Updated Pepco reporting module and met with Assistant City Manager to help facilitate bidding/negotiation for electricity supplier.
10. Information Technology
  - a. Along with Public Information Coordinator, attended County/municipal I-Net meeting.
11. City Clerk finalized recommendation on updating City code.
12. Public Information Coordinator met with representatives of other Four Cities to review proposed contract for promotional video related to possible FBI relocation.

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

### ***FY 2016 Budget Meetings***

	<b>Date</b>	<b>Time</b>	<b>Place</b>	<b>Meeting</b>
Wed.	April 1	8:00	CC	Budget Work Session – Overview, Revenues & General Government/Other Funds/Non-Departmental & Fund Transfers
Mon.	April 6			No Meeting (Easter Monday)
Wed.	April 8	8:00	CC	Work Session – TBD
Mon.	April 13			Regular Meeting
Wed.	April 15	7:30	MB	Budget Work Session – Misc. – Museum/Grants & Contributions
Wed.	April 15	8:30	MB	Budget Work Session – Public Safety
Mon.	April 20	7:30	MB	Budget Work Session – Social Services
Mon.	April 20	9:00	MB	Budget Work Session – Planning
Wed.	April 22	8:00	CC	Work Session – TBD (CC)
Mon.	April 27	8:00	MB	Regular Meeting – 1 <sup>st</sup> Public Hearing
Wed.	April 29	7:30	CC	Budget Work Session – Public Works/Capital Projects
Thur.	April 30	7:30		Four Cities Meeting (NC)
Mon.	May 4	7:30	MB	Work Session – Recreation
Wed.	May 6	7:30	CC	Budget Work Session – Contribution Groups
Mon.	May 11	8:00	MB	Regular Meeting
Wed.	May 13	8:00	CC	Budget Work Session – Final Budget Review
Mon.	May 18	7:30	GRH	Budget Work Session – Green Ridge House
Wed.	May 20	8:00	CC	Work Session – TBD-
Mon.	May 25			City Holiday, Memorial Day
Tues.	May 26	8:00	MB	Regular Meeting – 2 <sup>nd</sup> Public Hearing/Constant Yield Tax Rate
Wed.	May 27	8:00	CC	Work Session – TBD
Mon.	June 1	8:00	MB	Work Session – TBD
Wed.	June 3	8:00	CC	Work Session – TBD
Mon.	June 8	8:00	MB	Regular Meeting – Budget Adoption

Overview, Revenues & General Government  
 Planning  
 Social Services


Public Safety  
 Recreation  
 Contribution Groups

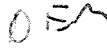
Public Works  
 Green Ridge House  
 Misc. & Other Funds



**CITY OF GREENBELT, MARYLAND  
MEMORANDUM**

TO: City Council

VIA: Michael P. McLaughlin   
City Manager

FROM: David E. Moran   
Assistant City Manager

DATE: March 27, 2015

SUBJ: Playground Surfacing Update (CAR #2015-2)

At the Regular Meeting on January 12, 2015, Council discussed playground surfacing and provided direction to staff. Below is an update on these action items:

1. Install warning signs at playgrounds: Signs have been at all City maintained playgrounds. A picture of the sign is attached.
2. Contact Playground Owners about shredded rubber surfacing. Attached is a copy of a letter sent to Greenbelt Homes Inc., Greenwood Village and Windsor Green regarding this matter.



**CAUTION**

**PLAYGROUND  
EQUIPMENT**

**AND SURFACE**

**MAY BE**

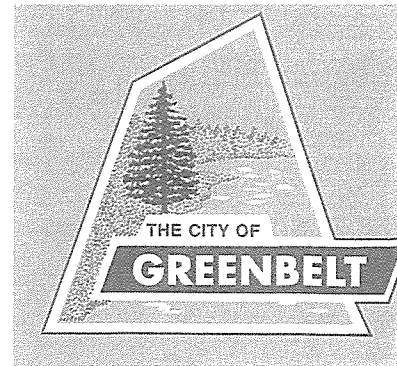
**HOT**

# CITY OF GREENBELT, MARYLAND

OFFICE OF THE CITY MANAGER

25 CRESCENT ROAD, GREENBELT, MD. 20770

March 26, 2015



Steve Skolnik, President  
Greenbelt Homes Incorporated  
Hamilton Place  
Greenbelt, Maryland 20770

Michael P. McLaughlin  
City Manager

Dear Mr. Skolnik:

There are three types of playground surfacing (engineered wood fiber, shredded rubber and poured in place) used in City owned and City maintained playgrounds. For the past two years, the City has been reviewing these surfacing choices after some concerns were expressed about the shredded rubber surfacing which is made from recycled tires. Attached is a list of the pros and cons of these materials.

The City has determined that going forward shredded rubber will not be used as a playground surface material and we plan to remove it in City owned playgrounds. One or more of the playgrounds in your community covered under the Playground Use and Maintenance Agreement has the shredded rubber material. The City would like to ascertain your community's desires regarding retaining or replacing this surfacing material in your playground.

The easiest and most cost effective replacement option is to replace the shredded rubber with engineered wood fiber. The cost will vary depending on the size of the playground but is approximately \$15,000 per playground. The City will begin planning and budgeting to replace this surfacing material as financial resources allow. Under the City's cost sharing agreement, you would be responsible for 25% of the replacement cost.

Please contact me to discuss this matter further. I would be happy to meet with your community's board members, staff and/or management company representative as appropriate.

Sincerely,

David E. Moran  
Assistant City Manager

cc: City Council  
Michael P. McLaughlin, City Manager  
Jim Sterling, Director of Public Works  
Julie McHale, Director of Recreation



A NATIONAL HISTORIC LANDMARK

75th Anniversary — 1937-2012

PHONE: (301) 474-8000 [www.greenbeltmd.gov](http://www.greenbeltmd.gov)

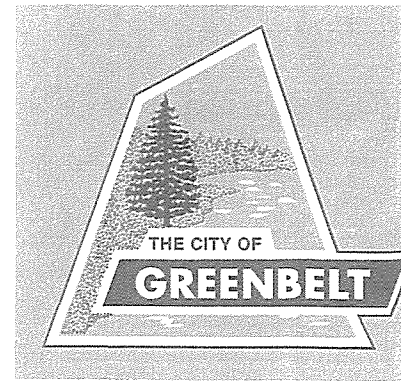


# CITY OF GREENBELT, MARYLAND

OFFICE OF THE CITY MANAGER

25 CRESCENT ROAD, GREENBELT, MD. 20770

March 26, 2015



Warren Wilcox, President  
Greenwood Village Homeowners Association  
8141 Mandan Terrace  
Greenbelt, Maryland 20770

Michael P. McLaughlin  
City Manager

Dear Mr. Wilcox:

There are three types of playground surfacing (engineered wood fiber, shredded rubber and poured in place) used in City owned and City maintained playgrounds. For the past two years, the City has been reviewing these surfacing choices after some concerns were expressed about the shredded rubber surfacing which is made from recycled tires. Attached is a list of the pros and cons of these materials.

The City has determined that going forward shredded rubber will not be used as a playground surface material and we plan to remove it in City owned playgrounds. One or more of the playgrounds in your community covered under the Playground Use and Maintenance Agreement has the shredded rubber material. The City would like to ascertain your community's desires regarding retaining or replacing this surfacing material in your playground.

The easiest and most cost effective replacement option is to replace the shredded rubber with engineered wood fiber. The cost will vary depending on the size of the playground but is approximately \$15,000 per playground. The City will begin planning and budgeting to replace this surfacing material as financial resources allow. Under the City's cost sharing agreement, you would be responsible for 25% of the replacement cost.

Please contact me to discuss this matter further. I would be happy to meet with your community's board members, staff and/or management company representative as appropriate.

Sincerely,

A handwritten signature in cursive script that reads "David E. Moran".

David E. Moran  
Assistant City Manager

cc: City Council  
Michael P. McLaughlin, City Manager  
Jim Sterling, Director of Public Works  
Julie McHale, Director of Recreation



A NATIONAL HISTORIC LANDMARK  
75th Anniversary — 1937-2012  
PHONE: (301) 474-8000 [www.greenbeltmd.gov](http://www.greenbeltmd.gov)

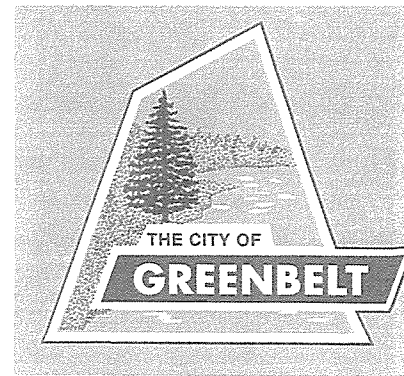


# CITY OF GREENBELT, MARYLAND

OFFICE OF THE CITY MANAGER

25 CRESCENT ROAD, GREENBELT, MD. 20770

March 26, 2015



Randall Evans, President  
Windsor Green Board of Directors  
7474 Frankfort Drive  
Greenbelt, Maryland 20770

Michael P. McLaughlin  
City Manager

Dear Mr. Evans:

There are three types of playground surfacing (engineered wood fiber, shredded rubber and poured in place) used in City owned and City maintained playgrounds. For the past two years, the City has been reviewing these surfacing choices after some concerns were expressed about the shredded rubber surfacing which is made from recycled tires. Attached is a list of the pros and cons of these materials.

The City has determined that going forward shredded rubber will not be used as a playground surface material and we plan to remove it in City owned playgrounds. One or more of the playgrounds in your community covered under the Playground Use and Maintenance Agreement has the shredded rubber material. The City would like to ascertain your community's desires regarding retaining or replacing this surfacing material in your playground.

The easiest and most cost effective replacement option is to replace the shredded rubber with engineered wood fiber. The cost will vary depending on the size of the playground but is approximately \$15,000 per playground. The City will begin planning and budgeting to replace this surfacing material as financial resources allow. Under the City's cost sharing agreement, you would be responsible for 25% of the replacement cost.

Please contact me to discuss this matter further. I would be happy to meet with your community's board members, staff and/or management company representative as appropriate.

Sincerely,

A handwritten signature in black ink that reads "David E. Moran". The signature is written in a cursive style.

David E. Moran  
Assistant City Manager

cc: City Council  
Michael P. McLaughlin, City Manager  
Jim Sterling, Director of Public Works  
Julie McHale, Director of Recreation



A NATIONAL HISTORIC LANDMARK  
75th Anniversary — 1937-2012  
PHONE: (301) 474-8000 [www.greenbeltmd.gov](http://www.greenbeltmd.gov)



## Comparison of Playground Surfacing

Surfacing Type	Advantages	Disadvantages
Engineered Wood Fiber	<ol style="list-style-type: none"> <li>1. Fall cushioning w/proper depth</li> <li>2. ADA accessible</li> <li>3. Least expensive initially</li> <li>4. Natural product</li> <li>5. Most commonly used playground surface</li> </ol>	<ol style="list-style-type: none"> <li>1. Requires frequent replenishment - ongoing cost &amp; workload impact</li> <li>2. Easily displaced from play area – maintenance</li> <li>3. Continued use of trees to manufacture</li> <li>4. Mold/Fungal growth</li> <li>5. Requires borders</li> <li>6. Can be ingested</li> </ol>
Shredded Rubber	<ol style="list-style-type: none"> <li>1. Fall cushioning w/proper depth</li> <li>2. ADA accessible</li> <li>3. Durability – doesn't deteriorate</li> <li>4. Doesn't support microbial growth</li> <li>5. Sustainable/Recycled product</li> <li>6. Choice of color</li> </ol>	<ol style="list-style-type: none"> <li>1. Chemical concerns</li> <li>2. Easily displaced from play area - maintenance</li> <li>3. Requires borders</li> <li>4. Initial odor</li> <li>5. Can be ingested</li> </ol>
Poured in Place	<ol style="list-style-type: none"> <li>1. Fall cushioning</li> <li>2. ADA accessible – Best for mobility devices</li> <li>3. Durability – doesn't deteriorate &amp; can't be removed.</li> <li>4. No border required</li> <li>5. Very little maintenance or ongoing costs</li> <li>6. Choice of color</li> </ol>	<ol style="list-style-type: none"> <li>1. Highest initial cost</li> <li>2. Chemical concerns</li> <li>3. High repair cost if damaged</li> <li>4. Initial odor</li> <li>5. Surface can become very hot.</li> </ol>



**CITY OF GREENBELT, MD  
CLASS SPECIFICATION**

---

**CLASS TITLE:** Chief of Police  
**DEPARTMENT:** Police  
**REPORTS TO:** City Manager

**SALARY GRADE:** Chief  
**FLSA STATUS:** E  
**DATE:** 03/2009

---

**JOB SUMMARY AND DISTINGUISHING FEATURES OF THE WORK:**

This position is responsible for the professional management of the police department to ensure the continued safety and security of the City of Greenbelt.

**ESSENTIAL JOB FUNCTIONS:**

Provides overall direction, supervises and works directly on the implementation of all aspects of the department, ensuring that activities are completed consistent with City Council and City Manager goals, objectives, and directives.

Carries out supervisory/managerial responsibility in accordance with policies, procedures and applicable laws, including: interviewing, hiring and training staff; planning, assigning and directing work; establishing deadlines; appraising performance; rewarding and disciplining employees; coordinating, developing and approving staff training; approving leave requests; and addressing complaints and resolving problems.

Plans and implements short and medium range goals, objectives, and strategies for the department, projects, and programs to ensure efficient organization and completion of work. Plans long-range goals, objectives, organizational structure, and overall direction for the department.

Demonstrates continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.

Develop the department's annual budget and establish operating standards of the department.

Represents the City on various boards and organizations on the local, regional, state and federal levels. Represents the department at various board and committee meetings and provides liaison with other departments on related activities.

Ability to perform all the duties of the rank of Captain.

**IMPORTANT JOB FUNCTIONS:**

Performs other related duties as assigned.

**MATERIAL AND EQUIPMENT USED:**

Police vehicle	Evidence Processing Equipment	Mobile Data Computer	Firearms
Handcuffs	Baton	Flashlight	Car radio
Radar	Chemical Spray	Portable Radio	Computer
Bullet Resistant Vest	Breath Analyzer	Protective Mask	
Decontamination Kit	Fire Extinguisher	General Office Equipment	

**MINIMUM QUALIFICATIONS REQUIRED:**

**Education and Experience:**

Bachelor's degree from an accredited four-year college or university in Criminal Justice, Police Science, Law Enforcement, Public Administration, or a related field; and,

A minimum of ten years of progressively responsible related experience, including five years or more in work equivalent to a Police Lieutenant or higher; or,

Any combination of education, training and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job.

**Licenses and Certifications:**

Maryland Police Officer Certification

Maryland Police Administrative Certification

Valid Drivers License

Maryland Police training Commission New Chief's Certification

**KNOWLEDGE, SKILLS, AND ABILITIES:**

**Knowledge of:**

Budget development policies and procedures.

Administration of staff and activities, either directly or through subordinates (e.g., commander, sergeants, etc.).

Geography of the City and the location of important buildings, or ability to acquire this knowledge rapidly.

All applicable state, federal and local ordinances, laws, rules and regulations.

Basic crime prevention techniques.

Principles and practices of modern policing strategies, tactics, and procedures.

First aid principles and skill in their application.

All computer applications and hardware related to performance of the essential functions of the job.

Department organization, standard operating guidelines and policies, rules, and regulations.

**Skill in:**

Planning, organizing, assigning, directing, reviewing and evaluating the work of staff.

Communicating orally and in writing with internal staff, citizens, and other departmental staff in order to give and receive information in a courteous manner.

Conducting in depth interviews of suspects, witnesses, victims, etc.

The use and operation of all assigned equipment to include: police vehicle, emergency equipment, fire arms, restraint devices, technical and/or specialized equipment and basic first aid equipment.

**Mental and Physical Abilities:**

Ability to learn police methods, practices and procedures and ability to apply this knowledge to specific situations.

Ability to remember names, faces and details of incidents.

Ability to understand and carry out oral and written instructions.

Ability to develop skill in the use of firearms.

Ability to deal courteously with the public.

Ability to analyze situations and to adopt quick, effective and reasonable courses of action, with due regard to surrounding hazards and circumstances.

Ability to prepare clear and comprehensive reports.



Ability to think clearly and make logical decisions in stressful situations.

Ability to establish and maintain effective working relationships with fellow employees, city officials, other government agencies, and the general public.

While performing the essential functions of this job the employee is frequently required to sit, use hands to finger, handle, or feel, climb or balance, stoop, kneel, crouch, or crawl, speak and hear; and push, pull and/or lift up to 10 pounds frequently and up to 50 pounds occasionally.

**Working Conditions:**

Exposure to unknown and dangerous conditions such as intoxicated or violent arrestees and life threatening situation such as armed and/or violent arrestees.

Work is performed in a normal office environment with little exposure to outdoor temperatures or dirt and dust.

The incumbents working conditions are typically moderately quiet to very loud.

Working time may require irregular hours, shift times, and/or on-call status.

This class specification should not be interpreted as all inclusive. It is intended to identify the essential functions and requirements of this job. Incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this specification. Any essential function or requirement of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.

**GREENBELT POLICE DEPARTMENT  
STATISTICAL REPORT**

**February, 2015**

Type of Offense (Includes attempts with exception of Murder)	Sector 1 Greenbelt Center			Sector 2 Franklin Park Area			Sector 3 Greenbelt East			Sector 4 Beltway Plaza			Sector 5 Metro Site			Sector 6 Branchville Area			Total Offenses Minus Unfounded Cases	
	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month Minus Unfounded Cases	YTD Total
Murder	0		0	0		0	0		0	0		0	0		0	0		0	0	0
Rape	0		0	0		1	0		1	0		0	0		0	0		0	0	2
Robbery	0		0	0		1	0		3	0		0	0		0	0		0	0	4
Aggravated Assaults	1		3	0		2	1		1	0		0	0		0	0		0	2	6
Breaking or Entering	3		3	3		11	3		7	1		1	0		0	0		0	10	22
Larceny	2		5	9		21	15		27	7		19	0		0	0		0	33	72
Motor Vehicle Theft	0		2	0		4	2		4	0		1	0		0	0		0	2	11
<b>Totals by Sector</b>	<b>6</b>		<b>13</b>	<b>12</b>		<b>40</b>	<b>21</b>		<b>43</b>	<b>8</b>		<b>21</b>	<b>0</b>		<b>0</b>	<b>0</b>		<b>0</b>	<b>47</b>	<b>117</b>

(\*) Indicates that the unfounded incident was reported in a previous month, and therefore is subtracted from the 'YTD Total' incidents.

(-) Note that per Uniform Crime Reporting guidelines, offenses can be cleared either by arrest, administrative closure or incident unfounded.

**Sector 1 – Kenilworth Avenue north from Greenbelt Road to Cherrywood Lane and Greenbelt Road east from Kenilworth Avenue to Southway Road.**

**Effective 1/1/97 Ivy Lane and Cherrywood Lane changed to Sector 2. Kenilworth Avenue addresses are in Sector 1.**

**Sector 2 – Kenilworth Avenue south from Greenbelt Road to Old Calvert Road and Greenbelt Road west from Kenilworth Avenue to Branchville Road.**

**Sector 3 – Greenbelt Road east from Southway Road to Mandan Road, Hanover Parkway north from Greenbelt Road to the Baltimore-Washington Parkway south from Greenbelt Road to Good Luck Road.**

**Sector 4 – Beltway Plaza Shopping Center and businesses on Greenbelt Road from Cherrywood Lane to the City line at Branchville Road.**

**Sector 6 – South of the WMATA/Metro Station Property, north of Branchville Rd./Greenbelt Rd., west of Cherrywood Lane, east of the B&O RR tracks**

**II. Total Offenses Year to Date – Five Year Comparison – All Sectors**

**January 1 to February 28 of each year**

Type of Offense (includes attempts with Exception of Murder)	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Murder	0	0	0	0	0
Rape	0	1	0	3	2
Robbery	18	14	10	15	4
Aggravated Assaults	4	1	13	5	6
Breaking or Entering	33	45	60	19	22
Larceny	105	107	96	91	72
Motor Vehicle Theft	13	15	27	12	11
<b>TOTALS - - - - -</b>	<b>173</b>	<b>183</b>	<b>206</b>	<b>145</b>	<b>117</b>

**III. Police Service Summary**

	<b>2015 MONTHLY TOTAL</b>		<b>2014 MONTHLY TOTAL</b>		<b>2015 YEAR-TO-DATE TOTAL</b>		<b>2014 YEAR-TO-DATE TOTAL</b>	
<b>Calls for Service</b>	2,095		1,887		4,389		4,098	
<b>Off-Duty Responses</b>	430		376		897		779	
<b>Premise Checks</b>	185		104		410		234	
<b>Traffic Stops</b>	481		469		1,009		1,053	
<b>Case Reports</b>	170		216		418		436	
<b>Field Ob. Reports</b>	13		14		22		32	
<b>ACCRS Reports</b>	30		28		55		50	
	<b>Adult</b>	<b>Juvenile</b>	<b>Adult</b>	<b>Juvenile</b>	<b>YTD Adult</b>	<b>YTD Juvenile</b>	<b>YTD Adult</b>	<b>YTD Juvenile</b>
<b>Arrests</b>	29	6	39	7	86	10	85	22

NOTE: November, 2012 was the first full month of speed camera operation.

<b>Speed Camera Location</b>	<b>February 2015 Violations</b>	<b>February 2014 Violations</b>	<b>YTD Violations 2015</b>	<b>Red Light Camera Locations</b>	<b>February 2015 Citations</b>	<b>February 2014 Citations</b>	<b>YTD Citations Issued 2015</b>
300 Crescent Road	39	65	102	EB Greenbelt Road@ Mandan Road	34	39	75
5900 Cherrywood Lane N/B	292	313	615	WB Greenbelt Road @Mandan Road	46	52	92
5900 Cherrywood Lane S/B	255	0	512	WB Greenbelt Road@Cherrywood	101	112	228
7700 Hanover Parkway W/B	26	14	46	NB Kenilworth Avenue@Cherrywood	91	62	182
7700 Mandan Road N/B	90	105	187	NB Kenilworth Avenue@NB I95- Off Ramp	25	35	52
7700 Blk MD193E/B	76	0	128	NB Kenilworth Avenue@SB I-95 Off Ramp	77	75	160
7700 Blk MD193W/B	282	0	691				
<b>Totals -----</b>	<b>1,060</b>	<b>497</b>	<b>2,281</b>	<b>Totals -----</b>	<b>374</b>	<b>375</b>	<b>789</b>

	<b>2015 MONTHLY TOTAL</b>	<b>2014 MONTHLY TOTAL</b>	<b>2015 YEAR-TO-DATE TOTAL</b>	<b>2014 YEAR-TO-DATE TOTAL</b>
<b>Traffic Tickets</b>	228	372	537	780
<b>Parking Tickets</b>	8	7	18	11
<b>ERO's</b>	50	54	105	96
<b>Warnings</b>	490	507	998	1,139

**IV. Traffic Statistics – Year-to-Date Totals**

<b>Accidents</b>	<b>YTD – 2015</b>	<b>YTD – 2014</b>		<b>YTD – 2015</b>	<b>YTD – 2014</b>
<b>Property Damage</b>	145	134	<b>DUI Arrests</b>	25	23
<b>Personal Injury</b>	17	20	<b>Other Traffic Arrests</b>	77	113
<b>Fatal</b>	0	0			
<b>TOTALS</b>	162	154			

**2015 Legislative Update**  
**March 27, 2015**

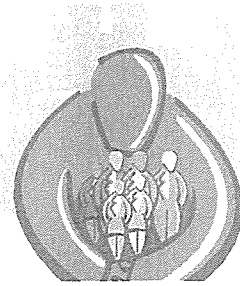
<b>Bill #</b>	<b>Description</b>	<b>Sup/Opp</b>	<b>Status</b>
PG 416 HB 709	Prince George's Plastic Bag Fee	SUP	Subcommittee referred bill to Summer Study.
PG 417 HB 681	Prince George's Tax Differential Report	SUP	County Affairs Committee voted favorable on 2/11. HB hearing held 3/4. House Committee voted favorable with amendments. Passed House 139-0.
MC/PG 111	Additional Planning Authority	SUP	Bi-County Committee hearing on 2/5. Bill withdrawn.
SB 352 HB 265	Lake Dam Repair Bond Bill	SUP	City testified at bond bill hearings on 3/14.
SB 258 HB 514	Commission on Climate Change	SUP	Hearing held 2/17. Senate Committee voted favorable on 3/2. Passed Senate 32-14 on 3/10. HB hearing held 2/25. House Committee voted 14-6 favorable with amendments. <b>Passed House 94-45 on 3/20.</b>
SB 283 HB 584	Financial Disclosure – Local Officials	SUP	SB hearing held 2/26. HB Hearing held 3/5.
HB 551 SB 620	Statewide Bag Fee	SUP w/Amend	HB hearing held 3/4. House Committee voted unfavorable. SB hearing 3/10 at 1:00.
HB 376	Electric Companies – Vegetation Management	SUP	Hearing held 2/19. House Committee voted 21-0 unfavorable.
HB 541	Utility Companies – Double Poles	SUP	Hearing held 3/5. House Committee voted 21-0 favorable with amendments. Bill amended to study issue. <b>Passed House 138-0.</b>
HB 982 SB 684	Beverage Container Deposit Program	SUP	HB Hearing held 3/4. SB hearing held 3/10.
SB 409 HB 449	Moratorium on Fracking	SUP	SB Hearing held 3/3. HB hearing held 3/11. <b>House Committee voted favorable with amendments. Passed House 134-3.</b>
SB 373 HB 377	Renewable Energy Portfolio	SUP	SB hearing held 2/24. HB hearing held 2/20.
SB 481 HB 1087	Community Solar Program	SUP	HB hearing held 3/5. House Committee voted favorable with amendments. <b>Passed House 111-29.</b> SB hearing held 3/3.

Bill #	Description	Sup/Opp	Status
SB 371 HB 450	SHA - Bicycle & Pedestrian Priority Areas	SUP	SB hearing 3/18 at 1:00. Senate Committee voted favorable with amendments. <b>Passed Senate 46-0.</b> House Committee voted Favorable w/amendments. Passed House 134-3.
HB 597 SB 867	Synthetic Turf at High Schools using POS	OPP	HB hearing held 3/6. SB hearing 3/18 at 1:30. Senate Committee voted favorable with amendments. <b>Passed Senate 44-2.</b>

## CITY NOTES

### Greenbelt CARES

March 27



Judye Hering met with Forest Barney on Monday to discuss a summer internship with the vocational/educational program. Forest is a graduating senior from the University of Maryland and his internship will begin in May 2015.

On Wednesday, Rosalind Ceasar, ACE Staff Liaison, attended the regularly monthly ACE meeting. The main issue for discussion was a request by a citizen to form a science and technology advisory committee.

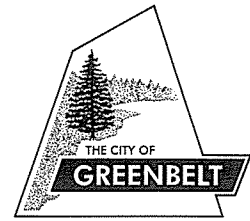
Judye Hering began publicizing the spring GED course. This 10-week course will be held at two locations. Monday and Wednesday is a comprehensive class, from 10:00 – 12:00 in the Municipal Building. The Tuesday and Thursday class, held at the Springhill Lake Recreation Center Clubhouse, will have GED I from 10:00 – 12:00 and GED II from 1:00 – 3:00. Registration for the course begins on April 13 in the Municipal Building and April 14 in the Clubhouse. The course will end the week of June 18.

Judye Hering gave a presentation to the parents of 9th grade students at a PTSA meeting on Thursday at Parkdale High School. The purpose of the presentation was to provide resource information to parents regarding educational programs and services in the community. CARES' tutoring program can be a service-learning opportunity provider for students who need service hours. In addition, students who need tutoring are eligible to attend the Saturday morning tutoring program. Approximately 50 parents were at the meeting.

Darren Stephenson attended the Department of Juvenile Services-Metro Region Community Resources Fair at the Upper Marlboro Court House on March 20, 2015. He provided a host of Mental Health, Employment and other vital community resources to some of the areas Court Judges, Attorney's Probation Officers and various community partners. Approximately 65 individuals visited CARES' table.

# WEEKLY REPORT

Planning and Community Development  
Week Ending: March 27, 2015



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

## **CODE ENFORCEMENT**

---

**Commercial Properties:** Hanover Office Park, Roosevelt Center and Greenway Shopping Center were inspected.

---

**Rental Property:** Eighteen rental properties were inspected.

---

**Complaints:** Two complaints were logged regarding gutters, roach infestation, rodents and trash.

---

**Permits:** Four permits were issued.

---

**Animal Control:** Turtle found with a fish hook in his mouth – removed by Dr. Pfeiffer of Beltsville Animal Hospital at no charge;  
One cat left at gate of the Shelter on Wednesday morning;  
Four guinea pigs were surrendered; and  
Ten vouchers were issued for free spay/neuter program.

---

**Alarms:** Ten invoices were mailed for payment of false alarms.

---

**Meetings:** Staff Attended:  
Budget meeting;  
Council meeting regarding approval of Chapter 11 of the City Code regarding parking;  
Forest Preserve Advisory Board meeting; and  
Advisory Planning Board meeting – APB voted to recommend that Council hire an economic development strategist/coordinator;  
Staff Met With:  
City Solicitor regarding Greenbelt Station South Core annexation;  
Woodlawn Development Group to discuss Design Review and Inspection Services Cost of Reimbursement; and  
WDG and Maryland Department of the Environment for a pre-application meeting associated with WMATA and Stream Valley Trail environmental approvals.

---

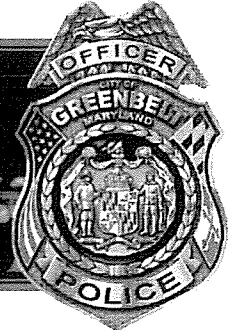
**Planning Projects:** *Drafted changes to Chapter 4 of the City Code;*  
*Responded to zoning inquiries;*  
*Submitted Community Center HVAC plans to Maryland Historical Trust for review and approval;*  
*Started to prepare County Historic Work Area Permit application for the Community Center HVAC project;*  
*Submitted an extension request for the Safe Routes to School Springhill Drive project;*  
*Researched economic development strategies;*  
*Reviewed false alarm records;*  
*Dam and Lake Project – worked with Jeff Blass CPJ to recommend a new timeline and phasing request for implementing items of the consent order;*  
*Prepared letters for Maryland Department of the Environment in anticipation of altered timeline request;*  
*Greenbelt Station South Core – (1) Continued to organize consolidated staff comments for the central park area design, (2) Revision 2 of design sent by developers and under discussion, (3) Updated records of permit fee payments and organized tracking of GPI expenses to permit fees;*  
*Reviewed Clarion report for Prince George’s County Zoning Rewrite; and*  
*Prepared APB minutes, agendas and upcoming meeting documents.*

---

**Training:** *Attended a Maryland Department of Transportation workshop on available grants and programs to support bike and pedestrian infrastructure for local and state controlled roads;*

---





## CRIME REPORT

MARCH 25, 2015

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](http://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.**

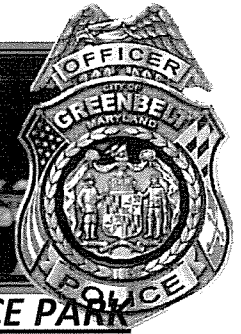
### CENTER CITY

03/22 9:11 A.M.	100 block Crescent Road. Vandalism. Unknown person(s) broke out several windows at St. Hugh's school.
03/22 9:13 A.M.	8000 block Lakecrest Drive. Reckless Endangerment. Unknown person(s) dispersed what was believed to be pepper spray in the hallway of an apartment building.
03/23 2:30 P.M.	99 Centerway. Vandalism. Unknown person(s) used spray paint to vandalize a park bench.
03/25 4:30 P.M.	100 block Westway. Burglary. Unknown person(s) entered the residence by breaking out a bedroom window. A television, sneakers, gifts cards and money were among the items taken.



**A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY**

# **GREENBELT POLICE DEPARTMENT**



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

03/19 2:20 A.M.	6200 block Springhill Drive. Possession of Paraphernalia arrest. Darien Xavier Britton, 20, of Waldorf, MD was arrested and charged with Possession of Paraphernalia after he was found to be in possession of paraphernalia commonly used to prepare marijuana for use during the investigation of a suspicious, occupied vehicle report. The suspect was released on citation pending trial.
03/19 12:50 P.M.	Area of Springhill Drive and Edmonston Road. Possession of Counterfeit Currency arrests. Emmanuel Maduh, 19, of Greenbelt (Non-City resident) was arrested and charged with Possession of Counterfeit Currency, Operation of a Scooter Without Proper Headgear and other traffic violations. Samuel Cordell Whitmire, 19, of Greenbelt was arrested and charged with Possession of Counterfeit Currency, after both subjects were stopped for a motor vehicle violation. Both suspects were transported to the Department of Corrections for a hearing before a District Court Commissioner.
03/20 12:15 A.M.	5800 block Cherrywood Terrace. Trespass arrest. Richard Nathaniel Williams, 23, of No Fixed Address was arrested and charged with Trespass after he was found sleeping in a stairwell after having been previously banned from the Franklin Park apartments by agents of the property. The suspect was released on citation pending trial to the Department of Corrections for service of an open arrest warrant.
03/20 8:10 A.M.	6100 block Breezewood Court. Assault. The victim advised that she was walking across the street when the suspect, in a vehicle described as a grey Chevrolet sedan, began sounding her horn. Words were then exchanged, with the suspect exiting her vehicle and punching the victim in the face, The suspect then got back in the vehicle and fled the scene. The suspect is described as a black female, 28 years of age, 5' and 150 pounds. The victim refused medical treatment for a cut to her lip.

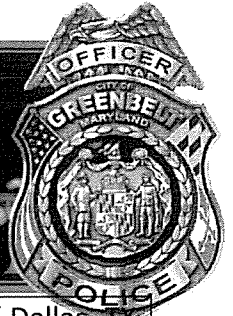
## **GREENBELT EAST/GREENWAY SHOPPING CENTER**

03/20 2:40 A.M.	Area of Greenbelt Road and #295. DWI/DUI arrest. Gregory Lloyd Hutton, 49, 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. Another occupant in the vehicle, Alicia Barkus Hutton, 44, of Greenbelt was arrested and charged with Disorderly Conduct as the vehicle was being impounded. The suspect was released on citation pending trial.
--------------------	---



***A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY***

# GREENBELT POLICE DEPARTMENT



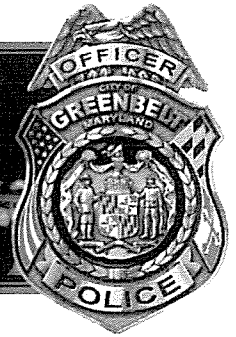
03/21 3:47 A.M.	Area of Greenbelt Road and #295. DWI/DUI arrest. Olu Adeola Aiyetan, 34, of Dallas, TX was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges, as a result of officers investigating a report of a vehicle stopped in the roadway. The suspect was released on citations pending trial.
03/21 10:19 A.M.	7800 block Hanover Parkway. Vandalism. Unknown person(s) used unknown means to break out a bedroom window.
03/23 2:40 P.M.	7601 Hanover Parkway. Disruption of School Activities arrest. A 15 year old Lanham, MD youth was arrested for Disruption of School Activities, Failure to Obey a Lawful Order and Trespass. After a disturbance inside the cafeteria at Eleanor Roosevelt Senior High School, the youth was escorted to the Principal's office. The youth was then told that he had to leave the school property. The youth would not leave and refused several orders to leave the property. The youth was then taken into custody with the assistance of a taser deployment. The youth was released to apparent pending action by the School Board and the Juvenile Justice System.
03/23 3:47 P.M.	Area of Frankfort Drive and Morrison Drive. Assault. The victim advised that she walked to Eleanor Roosevelt Senior High School to walk her child home after hearing that there may be a fight after school. As they got to the area of Frankfort Drive and Morrison Drive, a car pulled up and blocked their path. Several subjects got out of the vehicle and began to assault the victims, punching and kicking them. One of the victims also stated that one of the suspects may have used some sort of taser-like device to assault her. Another suspect allegedly threatened a victim with a knife. The suspects then fled the area. There was no description given for the vehicle. Investigation is continuing.

## Automotive Crime - City Wide

03/19	6100 block Breezewood Court. Vandalism to auto. Unknown person(s) dented the hood of a vehicle.
03/19	Recovered stolen auto. A 2008 Kia Optima 4-door, reported stolen February 19 <sup>th</sup> from the 7700 block of Hanover Parkway, was recovered this date by the New York City Police Department in The Bronx. No arrests were made.
03/20	7500 block Mandan Road. Theft from auto. A tire and rim was taken from a vehicle.
03/21	8000 block Mandan Road. Theft from auto. Unknown person(s) removed a briefcase and a notebook-type computer from a vehicle. A vehicle window was left open.
03/24	7800 block Mandan Road. Theft from auto. Four tires and rims were taken from a vehicle.



**A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY**



## CRIME REPORT TALLY SHEET

WEEK OF MARCH 25, 2015

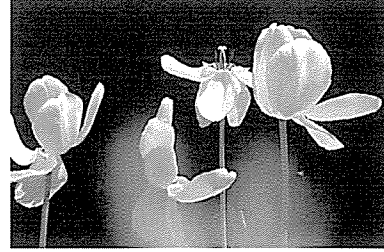
The following list is comprised of the actual numbers of offenses reported during the week. Not all reports are included as narratives, only incidents of interest, unusual or public safety related items are included.

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



# *Department of Public Works*

## *Week Ending March 27, 2015*



### **ADMINISTRATION**

- Continued project management and oversight of the theatre project.
- Luisa, Richard and Jim met with Prince George's County regarding the City's Storm Water Pollution Prevention Plan. The County inspected the property as well.
- Met with the Architect regarding the final paperwork required for the commercial inspection program at the theatre.
- Met with a contractor at Springhill Lake to review scope of work for roof replacement project.
- Reviewed and submitted suggestions for Greenbelt Station Park design.
- Completed agreement with Verizon Wireless for GPS on Public Works vehicles.
- Submitted proposed language for the "No Smoking" signage in Roosevelt Center.
- Completed latest draft of the Sustainable Land Care Policy.

### **STREET MAINTENANCE/SPECIAL DETAILS**

- Cleaned and put away salt spreaders.
- Installed and cleaned up the manhole cover at 17 Lakeside Drive.
- Cleaned front and back areas at Public Works warehouse yard for inspection.
- Transported a load of metal to the scrap yard for recycling.
- Filled, seeded and put down straw in a sinkhole on the Lakeside path.
- Installed, seeded and put down straw for a headstone at the cemetery.
- Seeded and put down straw on several sites in the cemetery.
- Replaced Speed Sentry batteries.
- Pushed up debris at Northway composting area.
- Took down unwanted signs and checked for graffiti.
- Continued repairing potholes on Ivy Lane and throughout the City.

### **FACILITIES MAINTENANCE**

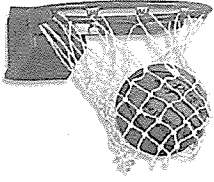
- Replaced several lamps and four tube ballasts in the Community Center Art room.
- Replaced several LED emergency lights in the Police Station lunchroom.
- Repaired a booster pump for hot water at Public Works.

## **REFUSE/RECYCLING/SUSTAINABILITY**

- Collected 39.51 tons of refuse and 13.27 tons of recyclable material.
- Removed trash and debris from Hanover pond.
- Filled out mid-year evaluation report for the Volunteer Maryland Coordinator.
- Composed Green ACES agenda and minutes.
- Attended Green ACES/Green Team meeting on Tuesday and Greenbelt Community Solar meeting on Wednesday.
- Attended Zero Waste Circle meeting (a sub-set of the Green Team/Green ACES) on Sunday, March 29, 2015. We are trying to generate awareness for Zero Waste around the City and at festivals.

## **HORTICULTURE/PARKS**

- Met with the playground vendor to discuss future playground renovations.
- Removed and chipped branches at citizens' request and used for recycling at Northway Road composting area.
- Performed regular pick-up in parks, playgrounds and bus stops.
- Finished installing caution signs at all playgrounds.
- Removed leaves from the Community Center playground.
- Acquired county dump sticker for a new trash truck.
- Pressure washed the graffiti at the skate park.
- Cleared leaves and debris in the outdoor swimming pool lawn areas.
- Spread grass seed at the Dog Park.
- Met with the grass cutting contractor.
- Started building benches to replace the ones Metro installed along Cherrywood Lane.
- Installed the concrete base for a teeter totter at the Museum playground (teeter totter will be installed Monday- concrete needs to cure).
- Continued work on the Greenbelt Theatre.
- Removed the cab and plow from a Kubota tractor and prepared the unit for the upcoming season.
- Replaced an "Adopt-a-Tree" plaque in Buddy Attick Park.
- Cleaned and mulched bio-retention areas at Public Works.
- Organized Arbor Day planting of 85 trees in Buddy Attic Park and installed beaver protection around trees.
- Organized guided tree tour of Greenbelt Significant Trees led by members of the Advisory Committee on Trees (ACT).
- Removed dead tree in the recycling area at Buddy Attic Park.
- Inspected contractor's spring cleanup and mulching of the landscaping in city right-of-ways in East and West Greenbelt.



# **Greenbelt Recreation Department**

## **Weekly Report**

Week Ending March 27, 2015

### **ADMINISTRATION:**

- Conducted site visit to inspect fitness equipment being considered to replace strength training equipment at the Aquatic & Fitness Center.
- Met with City Manager to review various items.
- Met with Aquatic & Fitness Center staff to review various items.
- Finalized Park Ranger schedule for the Spring season.
- Reviewed design concept for park area in the Greenbelt Station neighborhood.
- Met with Assistant City Manager at the Springhill Lake Recreation Center to review plans and schedule for replacement of the facility roof and windows.
- Director and Arts Supervisor reviewed the department's summary of the volunteer survey with the Volunteer Coordinator and shared several documents with her - Department Background Check policy for all volunteers who have 'sole care and control of youth,' Community Center volunteer opportunity pamphlet and the Camp Handbook/Manual.
- Along with PRAB members, attended the Council work session on Youth Sports.
- PRAB will be meeting with a couple Contribution Groups on April 1 to review their FY16 application in preparation of the work session with City Council.
- Met with the Arts Supervisor to discuss what resources it would take for the implementation of the Public Arts policy/programming.
- Continued coordinating the Summer Activity Guide
- Completed Kaboom! grant (Playful City USA).
- Met with Proteus Bike Shop owner to discuss a partnership in holding a Bike Rodeo at Springhill Lake Recreation in June.

### **YOUTH CENTER/ SPRINGHILL LAKE/PARK RANGERS:**

- Permits were processed for Schrom Hills Park and Buddy Attick Park.
- Flyers were distributed to local schools for our School's Out Day program and Spring Fast Break Basketball Clinic.
- The start of the department's youth soccer programs has been delayed due to the weather and poor field conditions.
- Continued preparations for upcoming Spring Camp.
- Summer Camp staff and intern applications were posted online and several applications have already been received. Staff will start the group interview process in about a month.

### **AQUATIC AND FITNESS CENTER:**

- Preparing for Underwater Egg Hunt scheduled for Friday, April 3<sup>rd</sup>.
- Continuing work on the FY16 budget.
- Registered for Red Cross webinar focusing on posting available GAFC classes online.
- Continued work on adding and updating summer class information in RecTrac.
- The hot tub received its bi-weekly cleaning.
- Did site visit to view weight equipment for possible purchase.
- Attended weekly meeting with Assistant Director.

## **COMMUNITY CENTER:**

- SAVE THE DATE! Bike to Work Day 2015 is Friday, 05/15/15. Registration is now open at [www.biketoworkmetrodc.org](http://www.biketoworkmetrodc.org)
- Supervisor attended and provided logistics for the final Maryland Recreation and Parks Association 2014-2015 Leadership Institute in Annapolis. All 17 participants will be receiving acknowledgement at the annual conference in April.
- Supervisor attended a planning meeting for the Maryland Recreation and Parks Association 2015-2016 Leadership Institute which begins in September.
- Budget preparation continued.
- There were 5 facility permits processed.
- There were 4 private rentals and 15 pattern rentals.
- The following groups received free space: Golden Age Club, Greenbelt Concert Band, Greenbelt Writers Group, Girl Scout Troop #3251, Girl Scout Troop #2799, Greenbrook Village HOA, Green ACES, CCRIC and Greenbrook Estates.
- The following City groups received space: Be Happy, Be Healthy Volleyball, CARES, City Council, Senior Citizen's Advisory Committee, Advisory Planning Board and Forest Preserve Advisory Board.

## **THERAPEUTIC RECREATION**

- The Summer brochure information is being edited and prepared for Beverly Palau to begin the layout process on Monday.
- The TR Supervisor's desk has been installed and with the new carpet, everything is coming along nicely.
- On Thursday, twenty-one (21) participants travelled to the historic Blenheim house in Fairfax, VA on Thursday.
- The Senior Citizen's Advisory Committee met on Wednesday and finalized plans for the Not For Seniors Only workshop on June 6.
- Betty Timer, a new Walk With Ease instructor met with the resident led walkers at Green Ridge House on Wednesday to see what the interest is for starting a Walk With Ease (WWE) class at Green Ridge House. All who attended were interested, so the first WWE class will be scheduled at Green Ridge House. Instructors Karen Haseley and Betty Timer are waiting to get the materials before the class can be started.
- The Explorations Unlimited topic on Friday, March 27 was Maryland Trivia Challenge. Mrs. Timer was the presenter and participants learned all the things they did not know about their home state.