



I'm looking for...



GOVERNMENT CITY SERVICES COMMUNITY VISITING I WANT TO...

August 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	01 Contra Dance
02 Greenbelt Farmers Market	03 Executive Session, Following Work Session, MB Library Work Session - Greenbelt Station Bridge, 8PM, MB	04 National Night Out: August 4th	05 Work Session - Gateway Signage, 8PM, CC	06 Summer Fun Runs	07	08
09 Greenbelt Farmers Market	10 Youth Advisory Committee, 5:30pm, YC Regular Meeting, 8PM, MB	11	12 Advisory Planning Board Meeting, 7:30pm, CC Work Session - Green Team Solar Briefing, 8PM, CC Forest Stewardship Project Weed Warriors Workday	13 Summer Fun Runs	14 Greenbelt Youth Circus presents Time Warp, 7pm	15 Greenbelt Youth Circus presents Time Warp, 3pm Greenbelt Youth Circus presents Time Warp, 7pm
16 Greenbelt Farmers Market Greenbelt Youth Circus presents Time Warp, 3pm	17 No Meeting	18	19 Forest Preserve Advisory Board, 7:00pm, CC Work Session - Greenbelt Station Park Site, 8PM, CC Forest Stewardship Project Weed Warriors Workday	20 Zero Waste Event Volunteer Training (I) Summer Fun Runs	21 Family Night at GAFC, 8pm Moonlit Movies featuring Disney's Robin Hood at 9pm-Schrom Hills Park	22
23 Greenbelt Farmers Market	24 Work Session - Cherrywood Lane Design, 8PM, MB	25 Advisory Committee on Trees, 5:30pm, PW Advisory Committee on Education, 7pm, MB Greenbelt Advisory Committee on Environmental Sustainability (Green ACES) 7:30pm, CC	26 Senior Citizen Advisory Committee, 7pm, CC Economic Development Proposal, 8PM, CC Forest Stewardship Project Weed Warriors Workday	27 Summer Fun Runs	28	29
30 Greenbelt Farmers Market	31 Work Session - Forest Preserve Health Assessment, 8PM, MB	01	02	03	04	05





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GOVERNMENT CITY SERVICES COMMUNITY VISITING I WANT TO...

September 2015

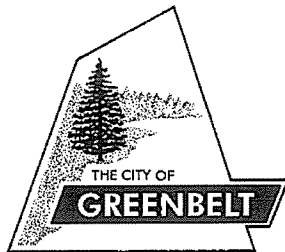
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31	01 Arts Advisory Board, 7pm, CC Zero Waste Event Volunteer Training (II)	02 Work Session - Pepco, 8PM, CC	03	04 Labor Day Festival Zero Waste Event	05 Labor Day Festival Zero Waste Event
06 Labor Day Festival Zero Waste Event Greenbelt Farmers Market	07 City Holiday - Labor Day (No Meetings) Labor Day Festival Zero Waste Event	08 GED Class Registration	09 Work Session - TBD, 8PM, CC GED Class Registration	10	11 National Day of Service & Remembrance Volunteer Opportunity	12 Moonlit Movies featuring Ghostbusters at 8pm-GAFC
13 Greenbelt Farmers Market	14 No Meeting - Rosh Hashanah	15 Regular Meeting, 8PM, MB	16 Work Session - TBD, 8PM, CC	17	18	19
20 Greenbelt Farmers Market	21 Work Session - TBD, 8PM, MB	22	23 Work Session - TBD, 8PM, CC	24 Free Produce Distribution	25	26
27 Greenbelt Farmers Market	28 Regular Meeting, 8PM, MB Anger Management Group	29	30 Work Session - TBD, 8PM, CC	01	02	03

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City of Greenbelt  
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Greenbelt, MD 20770  
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## City Manager's Report Week Ending August 28, 2015

1. Prepared for Economic Development Next Steps, Forest Preserve Health Assessment and Pepco tree work sessions. Met with Planning and Community Development Director, Acting Public Works Director, Superintendent of Parks and Grounds and Horticulture Supervisor.
2. Prepared the application for submittal of the FY 2016 budget to GFOA for review for the annual budget award.
3. Assistant City Manager
  - a. Contracted with a consultant to perform the CDBG Environmental Review for the Springhill Drive resurfacing project. It is hoped they will help expedite the County approval process.
  - b. Met with Public Works staff to discuss peace pole installation request.
4. Finance Department
  - a. Forwarded contract to LaserCraft to collect delinquent red light ticket citations.
  - b. Tested budget module for the new financial system – the “Go Live” date is September 16.
  - c. Forwarded the “Maryland Speed Monitoring System Report” to the State.
  - d. Met with Chesapeake Employers Insurance auditor. Discussed changes in covered salary that determines the premium.
5. Information Technology
  - a. Recovered from a virus infection at the PD – Started after action review.
  - b. PC purchase planning/discussion.
  - c. Finance system upgrade prep – PC replacement.
6. Prepared for work sessions of August 24, 26, 31 and September 2.

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 August 28, 2015

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (* = COMPLETED)
<b>2015</b>						
30	Work Session	8/19	Refer Greenbelt Station park plans to PRAB	9/30/15	Julie	
29	Work Session	8/19	Post Greenbelt Station Park design plans on City website and allow for public comment	8/31/15	Beverly	Done. *
28	M & C Meeting	8/10	Research Federal rules on helicopter hovering.	9/30/15	David	
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	
25	M & C Meeting	8/10	Install Belle Point Playground path.		Jim S.	
24	M & C Meeting	8/10	Finalize and submit application for Community Parks & Playgrounds grant.	8/19/15	David	Done.*
23	M & C Meeting	8/10	Letters to State delegation re: Pepco tree work.			
22	M & C Meeting	8/10	Inquiry to County Board of Elections – voter list.	8/31/15	Cindy	Done.*
21	Work Session	8/05	Gateway Signage – Contact Sharon Bradley re: interest in updating design; review proposed locations.	10/30/15	Celia	
20	4 Cities	7/29	Draft letter for Four Cities on County fees for Farmers' Market.	8/30/15	Mike	

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
19	M & C Meeting	7/13	Petition from Donna Hoffmeister – Research installation of peace pole near Peacemakers memorial benches.	10/30/15	David	Obtained pole on 7/31. Staff is evaluating.
18	M & C Meeting	7/13	Petition from Donna Almquist – Cancel/Delay Contract #2015-01 Forest Preserve Health Assessment.	10/30/15	Mike/Celia	Item is subject of 8/31/15 work session.
16	M & C Meeting	6/22	Review Joe Murray’s Tick Control proposal – contact BARC and Greenbelt Park NPS.	12/30/15	Celia/Jim S.	
15	M & C Meeting	6/22	Provide Council with list of property acquisitions and available land.	9/30/15	Celia	
14	M & C Meeting	6/08	Refer to PSAC – feasibility of re-establishing “fire sirens” for emergency alerts.	12/30/15	Mary/Tom	
13	Work Session	6/03	Develop policy for Public Information Act requests, reflecting new legislative changes.	10/3/15	Cindy	
12	Work Session	4/29	Evaluate signage and markings between Community Center and Municipal Building, and by old Post Office – cars going wrong direction on one-way roadways.	9/30/15	Jim S.	
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	
<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	Update in 5/29/15 City Manager report. Community training to proceed. Staff training to occur in the Fall.
44	M & C Meeting	11/10	Work with CHEARS, alight and artists on installation of signage/artwork at Three Sisters Gardens.	6/30/15	Jim S./Julie	Delayed. Update sent in 4/14/15 email.
36	Ms. Davis	10/18	Research interpretive sign on history of old Greenbelt Middle School.	12/30/14	David	Cost is around \$1,800. School system has approved @ 8/24/15. Work underway.

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
32	Work Session	8/29	Assess pros and cons of relocating Parking Enforcement, Animal Control and/or Code Enforcement functions (Organizational Assessment).	12/30/14	Mike/Celia	
31	Work Session	8/29	Prepare revised MOU with GATE following 7/23/14 work session.	10/30/14	Mike	Met 4/1/15. Proposal received 6/10/15. Returned for more consideration.
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.
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.
12	M & C Meeting	4/28	Prepare response to petition for drinking fountain in Roosevelt Center.	7/30/14	Jim S.	Response in 10/24/14 City Manager Report. Resent 8/7/15.
10	Work Session	4/23	Research whether city can/ should enforce recycling for multi-family housing.	6/30/14	John	
8	Work Session	3/26	Status of removing double poles.	4/30/14	Jim S.	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. At least 22 (25%) corrected since April 2015.
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. PSAC report accepted 8/10/15.*
<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	

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

## 2012

5	M & C Meeting	3/12	Refer to P&CD, Rec. Dept., PRAB and YAC – Should there be a dog park in center part of city? Details in meeting minutes.	10/30/12	Celia/Julie	Changed due date to October 2012 due to workload. Funds provided in FY 16 Budget.
4	M & C Meeting	1/9	Refer Sustainable Land Care Policy to ACT, Green ACES, YAC and FPAB for review and comment.	3/30/12	Cindy	Referred at 1/13/12. FPAB has reviewed @ 7/19/12. YAC submitted report @ 9/19/12. ACT did detailed review in July and August 2013 and has submitted revised version @ 10/29/13. By end of 2014.

## 2011

9	Work Session	6/13	Look at need for lighting along walkways between 11 and 13 Court Ridge. Also look at condition of existing lighting, walkway and vegetation. Further survey and referral to PSAC.	9/30/11	Mike	Checking power availability at 11 - 13 Courts.
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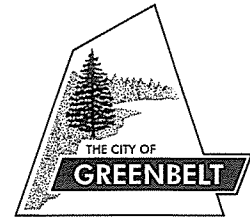
NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
<b>2010</b>						
32	Mayor Davis	6/25	Does city need its own ordinance to limit roadside solicitation per 2008 State law?	8/30/10	John	City Solicitor response in 9/3/10 City Manager Report. A city ordinance is being drafted.
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.



# WEEKLY REPORT

## Planning and Community Development

Week Ending: Friday, August 28, 2015



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

### **CODE ENFORCEMENT**

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**Commercial Property:** Belle Point Office Park, Greenway Shopping Center, Dora Day Care, 6404-6411 Ivy Lane, St. Hugh's School/Church and Mowatt Methodist Church were inspected; and Beltway Plaza and Trinity Church were re-inspected.

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**Rental Property:** Nine properties were annually inspected; and One rental was re-inspected.

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**Apartment:** Jane Apartments were annually inspected.

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**Complaints:** Five complaints were logged regarding – stagnant water near patio, no AC, unauthorized dumping at Greenbelt East, dilapidated tree and defective exterior surface condition at Roosevelt Center; and Two prior complaints were re-inspected.

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**Windshield Inspections:** Mathew Street and Megan Lane were observed; Nineteen violations were issued for improper trash disposal in Greenbelt East, six violations were issued for tall grass and two violations were issued for unlicensed vehicles in driveways; and 6 Greendale Place, 7704-7718 Jacobs Drive, 7713 Ora Court, and 8220-8242 Canning Terrace were inspected for foreclosures.

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**Permits:** Three permits were approved and issued.

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**Animal Control:** Two cats, one kitten, one dog and one rabbit were surrendered; One kitten was dumped at the shelter with a shattered pelvis; Three cats, two kittens and one guinea pig were adopted; One dog was running at large and was returned to owner; and A stray cat was found and returned to owner.

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**Alarms:** Eighteen business and two residential false alarm invoices were mailed; and Thirty eight false alarm warning letters were mailed.

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**Meetings:** *Staff Attended:*

*City Council work session on economic development proposal; and Council work session to brief Council on Cherrywood Lane Green and Complete Street Redesign;*

*Staff Met With:*

*GHI Member on Ridge Road to discuss property line/right-of-way issues with regard to installing a fence;*

*Aaron Martin regarding unabated violations from annual inspection, and scheduling of re-inspection of 10% of apartments; Jim Dailey of Chambers Management regarding dilapidated tree; and*

*Richard Bunch regarding court case for Combined Properties.*

*Staff Participated:*

*In phone interview regarding the National Fish and Wildlife Federation grant received for the Springhill Lake Recreation Center Parking lot project.*

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**Planning Projects:** *Addressed questions regarding final reimbursement request for the Safe Routes to School Project;*

*Reviewed economic development proposal submitted by Hyattsville Community Development Corporation;*

*Worked on converting sections of the City Code into a spreadsheet format for use with the community development software program;*

*Responded to requests for information;*

*Worked on final report for ATHA theater renovation grant;*

*Reviewed updates to trails map;*

*Greenbelt Station South Core – (1) Site Inspection, and (2) Prepared comments for developers with feedback on city park design from Council and Public Works;*

*Began preparation for staff recommendations on Buddy Attick Park Consultant Selection; and*

*Closed out projects/archived documents and administrative organization.*

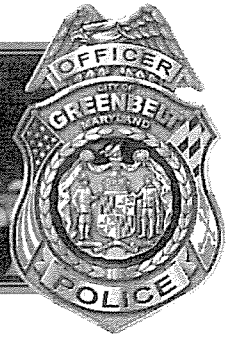
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**Training:** *Traffic Calming Course with T2.*

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**Other Items of Interest:** *Municipal Infractions were issued to Greenway Shopping Center and were submitted to court. However, the infractions were adjudicated before the scheduled court date.*

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## CRIME REPORT

AUGUST 26, 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.**

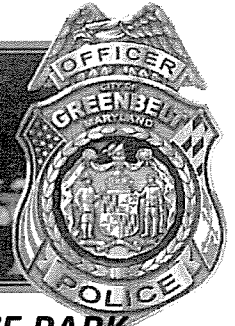
### CENTER CITY

08/16 2:14 A.M.	7800 block Kenilworth Avenue. DWI/DUI arrest. Juan Obando-Carvajal, 35, 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.
08/20 12:37 P.M.	Area of Kenilworth Avenue and Crescent Road. DWI/DUI arrest. Timothy Gerard Dungee, 44, of Landover, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of being stopped for a traffic violation. The suspect was released on citations pending trial.
08/24 10:47 A.M.	6300 block Golden Triangle Drive. Vandalism. A 45 year old Alexandria, VA woman was detained after she allegedly vandalized several objects in the hallway of the Residence Inn, suffering several lacerations in the process. The subject was transported to Prince George's Community Hospital for treatment and for an emergency commitment. Charges are pending.



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# GREENBELT POLICE DEPARTMENT



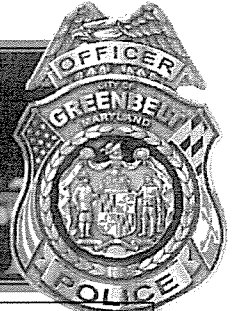
## **FRANKLIN PARK/BELTWAY PLAZA/GREENBELT METRO/CAPITOL OFFICE PARK**

08/19 5:00 P.M.	6100 block Springhill Terrace. Fraud. The victim responded to an ad on Craigslist for a car for sale. The victim agreed to buy the car by way of pre-paid credit cards, which she sent to the suspect via text photos. She then received an email stating that before the transaction could be completed she would have to send additional funds to cover insurance, which she did also by the way of pre-paid credit cards. The vehicle was never delivered.
08/19 8:59 P.M.	6100 block Greenbelt Road. Assault. The victim advised that she was shopping at the Target store when she felt something touch her leg. She looked down and observed the suspect using a cell phone to photograph her under her skirt. The suspect then ran from the store. The suspect is described as a Latino male 25 to 35 years of age, 5'2" to 5'8", with black hair, wearing a blue t shirt with an 'N.Y.C.' logo on the front, blue jeans and a black back pack.
08/20 2:13 P.M.	6000 block Greenbelt Road. Theft. The victim advised that she withdrew money at the ATM at the Bank of America then went to the Giant to shop. As she was exiting the Giant she was approached by one of the two suspects, who began talking to the victim about religion. The two were then joined by the second suspect. The first suspect asked the victim if she had any money. The victim showed the suspects her money, at which time the first suspect took the money from the victim, then gave her a folded handkerchief which allegedly contained \$25,000 dollars. The victim was told not to open the handkerchief until she got home. The suspects left the area in a vehicle described as a small black vehicle, no further. When the victim opened the handkerchief, there was no money. The suspects are described as a black male, 6', 200 pounds, with black hair and brown eyes and a black male, 5'11", 130 pounds, with black hair and brown eyes.
08/21 7:00 P.M.	9100 block Springhill Lane. Theft. The victim responded to an ad on Craigslist for a phone for sale. After speaking with the suspect, the victim sent money to the suspect for the phone via Western Union. The suspect refused to deliver the phone, then blocked his cell phone from receiving further calls from the victim.
08/22 3:18 P.M.	6000 block Greenbelt Road. Trespass arrest. A 15 year old Greenbelt youth was arrested for Trespass after he was located on the grounds of Beltway Plaza after having been banned from the mall by agents of the property. The youth was released to a parent pending action by agents of the property.



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# GREENBELT POLICE DEPARTMENT



08/24 10:25 P.M.	9200 block Springhill Lane. Vandalism. The front door glass at the Franklin Park Laundry Center was broken. A suspect seen kicking the door is described as a black female, 5'5", 100 pounds, wearing a white shirt and black pants.
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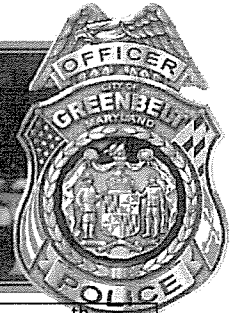
## GREENBELT EAST/GREENWAY SHOPPING CENTER

08/19 1:47 A.M.	Area of Greenbelt Road and Hanover Parkway. DWI/DUI arrest. Spencer Anthony Teolis, 21, 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.
08/21 2:30 P.M.	7900 block Goodluck Road. Trespass arrest. Ajeet Persaud, 43, of Greenbelt was arrested and charged with Trespass after he was observed on the grounds of the Seven-Eleven store after having been banned from the store by agents of the property. The suspect was released on citation pending trial.
08/21 11:40 P.M.	Area of Greenbelt Road and Mandan Road. DWI/DUI arrest. Kevin Tyrone Waller, 39, of Hyattsville, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of being stopped for a traffic violation. The suspect was released on citations pending trial.
08/22 3:14 A.M.	Area of Greenbelt Road and Mandan Road. DWI/DUI arrest. Marcus Jamal Davis, 22, of Accokeek, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of being stopped for a traffic violation. The suspect was released on citations pending trial.
08/22 11:48 P.M.	6500 block Lake Park Drive. Burglary. Unknown person(s) entered the residence by forcing open a rear window. Nothing appears to have been taken.
08/23 3:00 P.M.	8100 block Burkart Court. Burglary. Unknown person(s) entered the residence by forcing open a rear window. Two televisions were taken.
08/23 3:00 P.M.	7300 block Hanover Parkway. Commercial burglary. Unknown person(s) used unknown means to enter an office suite. Three laptop computers, a microwave oven and money were among the items taken.
08/23 9:00 P.M.	6600 block Lake Park Drive. Burglary. Unknown person(s) entered the residence by forcing open a rear window. A purse, a watch and sunglasses were taken.



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# GREENBELT POLICE DEPARTMENT



08/24 6:00 P.M.	7600 block Greenbelt Road. Credit card fraud. The victim advised that on August 20 <sup>th</sup> she lost her credit card. Unknown person(s) then used the card to make several unauthorized purchases.
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08/25 1:00 P.M.	7500 block Greenbelt Road. Assault. The victim, an employee at Bath and Body Works, advised that four subjects entered the store, with one subject concealing merchandise. All four suspects then left the store together without paying for the merchandise. The victim followed the suspects outside and started taking pictures of the suspects as they got into a vehicle. The suspect who concealed the merchandise then drove the vehicle at the victim, who had to jump out of the way. One of the occupants then threw a drink at the victim. The driver is described as a black female, 5'7", 100 to 130 pounds, with light brown to blonde hair. No description was given for the other three females. The vehicle is described as a red 2014 Nissan Altima 4-door, with Maryland tags 6BL2890.
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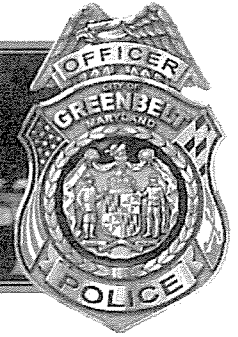
## Automotive Crime - City Wide

08/19	6400 block Capitol Drive. Stolen motorcycle. A black 2007 Suzuki GSX motorcycle, Maryland tag D84193.
08/20	5700 block Greenbelt Metro Drive. Stolen auto. A blue 2006 Dodge Charger 4-door, bearing an unknown Maryland dealer tag.
08/22	7200 block Hanover Drive. Theft from auto. Wheels and rims were taken from a vehicle.
08/24	7700 block Ore Court. Vandalism to auto. Three tires were slashed on a vehicle.
08/24	Unit block of Parkway. Vandalism to auto. Unknown person(s) punctured a tire on a vehicle.
08/26	7800 block Lakecrest Drive. Theft from auto. A tablet computer, jewelry and gift cards were taken from an unsecured vehicle.
08/26	10 court Ridge Road. Theft from auto. Unknown person(s) entered an unsecured vehicle and removed the CD player from the middle console, damaging the console in the process. CDs were also taken.
08/26	7800 block Jacobs Drive. Theft from auto. Unknown person(s) entered an unsecured vehicle and rummaged through it, taking money.
08/26	7900 block Mandan Road. Theft from auto. A rear tag, Maryland 7AN2893, was taken from a vehicle.



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## CRIME REPORT TALLY SHEET

WEEK OF AUGUST 26, 2015

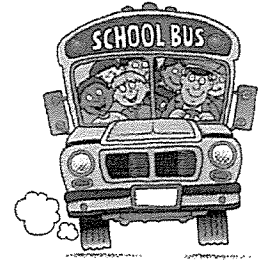
The following list is comprised of the actual numbers of offenses reported during the week. Not all reports are included as narratives, only incidents of interest, unusual or public safety related items are included.

<u>GENERAL CRIMES</u>		<u>GENERAL CRIMES (CON'T)</u>	
Carjacking		Animal Bite	
Rape		Disruption of School Activities	
Armed Robbery		Transporting a Handgun in a Vehicle	
Attempt Armed Robbery		Reckless Endangerment	
Strong Armed Robbery		Emergency Commitment Petition	2
Attempt Strong Armed Robbery		Missing Person	
Burglary	4	Fraud	2
Attempt Burglary		Unattended Death	
Assault	2	Alcohol Violation	
Domestic	5	False Report	
Drugs		Harassment	
DUI/DWI	5	Field op (suspicious person)	5
Theft	3	Notification for other agency	
Vandalism	2		
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	2
Trespass	2	Recovered Stolen Vehicles	
Disorderly Conduct		Recovered Stolen Tags	
Failure to Obey Lawful Order		Theft From Vehicles	5
Credit Card Offense	1	Attempt Theft From Vehicles	
Telephone Threats	1	Attempt Theft of Vehicle	
Counterfeit Money		Vandalism to Vehicles	2
Suspicious Person		Accidents	4



# *Department of Public Works*

## *Week Ending August 28, 2015*



### **ADMINISTRATION**

- Attended a pre-construction meeting for the roof replacement project at the Aquatic & Fitness Center.
- Provided inspection oversight of the Springhill Lake Recreation Center roof replacement project.
- Jim Sterling and Luisa Robles met with two solar contractors about solar opportunities and fulfilling MEA grant policies for renewable energy.
- Completed the Public Works Labor Day staffing schedule.
- Held a meeting with all supervisors and shift leaders regarding Labor Day responsibilities.
- Richard Fink completed and passed a Certified Playground Safety Inspector Preparation course and practice exam.
- Richard Fink met with the Assistant City Manager to discuss the installation of a Peace Pole near the Community Center.
- Jim Sterling, Richard Fink and Brian Townsend met with the City Manager to review Pepco maps.

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

- Continued preparations for the upcoming Labor Day Festival.
- Assisted with the refuse/recycling crew.
- Took down unwanted signs and checked for graffiti.
- Pushed debris at the Northway Fields compost site.
- Attended Labor Day meetings.

### **REFUSE/RECYCLING/SUSTAINABILITY**

- Collected 31.66 tons of refuse and 13.42 tons of recyclable material.
- Attended a safety meeting on safe backing maneuvers, first aid kits and checklists.
- Conducted a weekly facility and grounds inspection at Public Works.
- Composed the Green ACES/Green Team agenda and attended the meeting on Tuesday.
- Cleaned up around the recycling center in Greenbelt East.
- Replaced the recycling container at Schrom Hills Park.
- Attended the Public Works organizational meeting for the Labor Day Festival. Started composing signs for the Public Works booth and putting all images and materials together. Obtained materials from Party City for the recycling table. We will have a new "yellow" section for special recycling.
- Met with the Labor Day Festival recycling liaison about the greening of the Labor Day Festival.

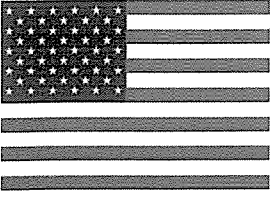


## **FACILITIES MAINTENANCE**

- Continued working with the contractor installing the new roof on the Springhill Lake Club House.
- Installed a fan coil by the kitchen at the Community Center.
- Replaced T-8 lamps in the hallways and the restrooms at Public Works.
- Installed 18 tamper proof outlets in the hallways, multipurpose room and in the canteen area at the Aquatic & Fitness Center.
- Performed sprinkler inspections at the Community Center and at Public Works.

## **HORTICULTURE/PARKS**

- Installed step bars on Units 408 and 409.
- Replaced a defective starter on Unit 119, the skid steer.
- Mowed park areas and sports fields.
- Installed bicycle racks at the Public Works facility and at the service road entrance to the Youth Center.
- Adopt-a- Benches were assembled. They will be installed per citizen request.
- Weeded the annual landscape beds on Southway.
- Met with the contractor to plan and organize service community projects at Buddy Attick Park on September 25.
- Removed old mulch and reduced the height of the parking lot medians in the Roosevelt Center.
- Worked on tractor repairs.
- Cleaned and mulched the landscaping in the Roosevelt Center parking lots.
- Watered newly planted trees and annuals planted in the landscape beds.
- Reviewed 50% of street trees on the Pepco Vegetation Management Plan with the Advisory Committee on Trees.
- Pruned trees in the front of the Community Center, Roosevelt Center parking lots, Springshire Way, Hanover Parkway and Periwinkle Court.



# Greenbelt Recreation Department

## Weekly Report

Week Ending August 28, 2015

### **ADMINISTRATION:**

- Held preconstruction meeting for roof replacement of the Aquatic and Fitness Center roof. Representatives from Public Works and both roofing companies were in attendance. Work is scheduled to begin Tuesday, September 8 and is estimated to take 6 weeks to complete. The outdoor pool will remain open an additional 3 weeks while the work is being done to reduce the impact on users. Please check the City website for updates on the project progress and facility schedule updates to get the most up to date information.
- A demonstration fan coil unit was installed at Community Center. Representative from Boland-Trane met with staff to review operation of the equipment, various functions, etc.
- Met to review schedule for annual budget preparation and discuss assignments.
- Met with Aquatic and Fitness Center to review various items.
- Working to finalize FY 2016 leadership contracts with the Maryland-National Capital Park and Planning Commission.
- Reviewing part-time staff pay plan related to increase in the minimum wage which takes effect October 1<sup>st</sup>.
- In her absence, the Director is working on finding staff and briefing him/her for the visit to the celebratory event at the White House September 16<sup>th</sup>.
- Working on putting together the agenda and materials for the September 16 PRAB meeting. Greg Varda will be in attendance along with Jessica Bellah. Jessica will be presenting the Greenbelt Station Park plans to the Board for their comments.
- After receiving 300 applications, the Administrative Assistant job posting was taken down. The applications are being reviewed and hope to have made a selection of possible candidates to take the clerical test by the end of next week. Interviews for this vacancy will take place in early October.
- Discussion on FY 2017 budget amongst the Management Team began this week. The team will be sending out budget due dates in early September.
- Attended the Land Preservation workgroup meeting at DNR. A draft report is expected in the next few weeks.

### **COMMUNITY CENTER:**

- Supervisor met with Public Works staff and reps from Boland Trane for a review of the new HVAC unit installed in Room 103. Training was provided on the unit along with an overview to ensure it is appropriate for replacement of the remaining units in the facility.
- Camp supplies were organized and stored.
- Thanks to PW, specifically Tim & Richard S., for their assistance with the replacement of the tile in GNS Room 13. It was an extremely tight schedule for completion along with the summer-end floor buffing of Room 11 & 17.
- Preparations/logistics for Labor Day weekend continued.
- Open Gym Hours were adjusted for the Fall schedule.
- Supervisor continued to field inquires in regard to caterer rentals for the Commercial Kitchen.
- Space was provided for an American Red Cross Blood Drive.
- There were 4 private rentals and 10 pattern rentals.
- The following groups received free space: Golden Age Club, Greenbelt Writers Group, Greenbelt Labor Day Committee, Green ACES, CCRIC, Greenbelt Astronomy, Miss Greenbelt Scholarship Organization and Greenbrook Village HOA.
- The following City groups received space: City Council, Advisory Planning Board, Senior Citizen's Advisory Committee and Be Happy Be Healthy Volleyball.
- There was one no show for a free space group.

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

- Transitioned buildings and equipment to incorporate the end of summer programs and preparation for Labor Day weekend events and Fall programs.
- Registration for residents and non-residents for Fall programs is ongoing.
- Continued planning and preparing for Labor Day weekend events and Fall programs.

**AQUATIC AND FITNESS CENTER:**

- Attended weekly meeting with the Assistant Director.
- Attended pre-construction meeting with the Assistant Director, Public Works and contractors regarding the roof replacement project.
- Gathered specs and verbiage to replace signs on indoor pool deck (Hot Tub, Lap Swimming).
- Received quotes for proposed work on hot tub resurfacing.
- The hot tub received its bi-weekly cleaning.
- Monthly e-mail blast to GAFC member was sent out.

**ARTS:**

- Submitted FY 2015 year-end report to the Maryland State Arts Council.
- A new exhibition opened in the Community Center Art Gallery, featuring sculpture and costumes by Hoesy Corona.
- The teaching studios are currently closed for intersession break. The slab roller in room 304 is being repaired. Preparations are being made for Labor Day weekend activities and Fall classes.
- Continued to receive and process applications for the 2015 Festival of Lights Juried Art and Craft Fair. A rolling recruitment and selection process will be ongoing through October.
- Continues to assist CHEARS with contracts and planning for the installation and dedication of the Three Sisters Demonstration Gardens sculptures.

**THERAPEUTIC RECREATION:**

- Working to get the Active Aging week schedule set up and finalized. Active Aging Week for Greenbelt is September 26-October 2.
- The Walk With Ease class continues to go well at the Community Center. Another individual registered, for a total of 28 registered in this session. A new staff member took the training and is now a certified Walk With Ease instructor. She will be teaching Walk With Ease at Green Ridge House beginning in the next week or two.
- Seven individuals travelled to Columbia Mall on Thursday for their monthly shopping trip.
- Staff has been working on revising the Financial Aid form to make the process more streamlined and easy for both staff and residents. This new form will be ready sometime next week.