

THE CITY OF

GREENBELT

MARYLAND

GOVERNMENT

CITY SERVICES

COMMUNITY

VISITING

I WANT TO...

October 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	01 GEAC Candidates' Night Purple Light Nights Lighting Ceremony Leave No Trace-10 Essentials of Hiking	02	03 Contra Dance, 7pm, CC
04 E & F Democratic Club-Immigration Talk, 3pm, Greenbriar Artful Afternoon & DIY Costume Workshop, 1pm, CC	05 No Meeting	06	07 Work Session - Hotels, 8PM, CC	08 Leave No Trace--5 Hikes to MD Waterfalls	09	10
11 Greenbelt Concert Band, 2:30pm, American Legion	12 Youth Advisory Committee, 5:30pm SHL No Council Meeting Columbus Day of Service Weed Warriors	13	14 Advisory Planning Board, 7:30pm, CC Work Session - Roosevelt Center Merchants, 8PM, CC Business Networking Coffee, 7:30am, MB	15 Free Prostate Screenings, 3:30pm, Doctors	16	17 Early Voting in Greenbelt East, 9AM-1PM Shredding Day, 9am-noon, RC Parking Lot Pumpkin Walk Clean Up, 10am-12pm, Northway Fields
18 Early Voting in Greenbelt East, 11AM-2PM	19 Early Voting - Greenbelt Municipal Building Regular Meeting, 8PM, MB	20 Early Voting - Greenbelt Municipal Building Greenbelt Health and Wellness Fair	21 Park and Recreation Advisory Board, 7:30pm, CC-CANCELLED Early Voting - Greenbelt Municipal Building Work Session - WMATA Access Trail/Buddy Atlick Park Design Consultant Selection, 8PM, CC District 6 School Board Representative Community Session, 6pm, Just Middle School	22 Forest Preserve Advisory Board, 7pm, CC Early Voting - Greenbelt Municipal Building Four Cities Meeting -- 7:30 PM; Greenbelt	23 Early Voting - Greenbelt Municipal Building Community Pumpkin Carve Off, 5-8pm, Roosevelt Center Utopia Film Festival, Greenbelt Theatre & Arts Center American Red Cross - BLOOD DRIVE	24 Early Voting in Greenbelt West, 9AM-1PM Electronics Recycling, 9am-12noon, PW Schrom Fest Zero Waste Event Utopia Film Festival, Greenbelt Theatre & Arts Center 3 Sisters Garden Sculpture Dedication, 4pm, Schrom Hills Park Pumpkin Walk, 5-8:30pm, Northway Field Extended Fall Fest, 2-6pm, Schrom Hills Park
25 MML Conference Early Voting in Greenbelt West, 11AM-2PM Utopia Film Festival, Greenbelt Theatre & Arts Center	26 Early Voting - Greenbelt Municipal Building MML Conference-No Meeting	27 Advisory Committee on Education-Annual PTA Presidents, 6:30pm, MB Green ACES and Green Team, 7:30pm, CC Early Voting - Greenbelt Municipal Building	28 Senior Citizen Advisory Committee, 7pm Community Center Advisory Planning Board, 7:30pm, CC Early Voting - Greenbelt Municipal Building MML Conference-No Meeting Free Flu Clinic	29 Early Voting - Greenbelt Municipal Building District 2 School Board Representative Listening Session, 6pm, Greenbelt Middle	30 Early Voting - Greenbelt Municipal Building Costume Contest & Parade, 4pm, Roosevelt Center	31 Pumpkin Olympics, 10am, GAFC Ghoul Skate Party, 1pm, SHL Trick or Treat, 6-8pm



I'm looking for...

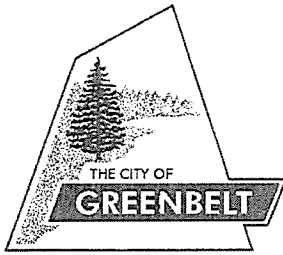


GOVERNMENT CITY SERVICES COMMUNITY VISITING I WANT TO...

November 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
01 3 Sisters Garden Sculpture Dedication, 3pm, CC	02 No Meeting	03 Arts Advisory Board, 7pm, CC City Council Election	04 National League of Cities- No Meeting	05 National League of Cities- No Meeting GEAC Legislators Meeting Free Produce Distribution	06 National League of Cities- No Meeting	07 National League of Cities- No Meeting Contra Dance, 7pm, CCC
08	09 Youth Advisory Committee, 5:30pm Schrom Hills Park Work Session - Organization of 41st Council, 7:30PM, MB- Library Charter Meeting - Swearing In of 41st Council, 8PM, MB	10	11 Advisory Planning Board, 7:30pm, CC City Holiday - Veterans Day	12	13	14 3 Sisters Garden Sculpture Dedication, 1pm, SHL
15	16 Executive Session - Legal Counsel/Aquisition of Property, 7:00PM, MB - Library Work Session - Greenbelt Station Phase III Detailed Site Plan, 8PM, MB	17	18 Senior Citizen Advisory Committee, 7pm Community Center Park and Recreation Advisory Board, 7:30pm, CC Work Session - Cherrywood Lane Green & Complete Street Redesign, 8PM, CC	19 Forest Preserve Advisory Board, 7pm, CC	20 American Red Cross- BLOOD DRIVE	21
22	23 Regular Meeting, 8PM, MB	24 Green ACES and Green Team, 7:30pm, CC	25 Advisory Planning Board, 7:30pm, CC No Meeting	26 Gobble Wobble, 9am, YC	27	28
29	30 Work Session - Capital Office Park, 8PM, MB	01	02	03	04	05





City Manager's Report Week Ending October 23, 2015

1. David will be attending the MML conference in Cambridge next week.
2. City Clerk conducted early voting. As of Thursday, 139 people had voted. Early voting will be at the Springhill Lake Recreation Center this weekend.
3. The City has received approval from the Board of Public Works to proceed with the Schrom Hills Park Fitness Area project. This work is planned for early spring.
4. I was on family sick leave a good deal this week.
5. Prepared for hosting 4 Cities meeting this week.
6. Assistant City Manager
 - a. Began drafting the CDBG Application for PY 42.
 - b. Worked on reimbursement paperwork for the CDBG funded Springhill Lake Recreation Center project.
7. Finance Department
 - a. Attended quarterly MD-GFOA meeting.
 - b. Working on first draft of the Management Discussion and Analysis (MD & A) for FY15 CAFR.
 - c. Working with City's Insurance Broker to resolve dispute with Chesapeake Employers Insurance regarding inclusion of leave payments to retirees.
8. Information Technology
 - a. Testing T-Mobile devices
 - b. Completed configuration of mobile solution for Planning pilot testing
 - c. Testing and troubleshoot new air card model
 - d. Begin setup of replacement file server
9. Prepared for October 19 Regular Meeting and work sessions of October 21.

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

COUNCIL ACTION REQUESTS (CAR) REPORT

as of October 23, 2015

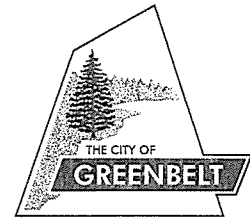
NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (* = COMPLETED)
2015						
32	M & C Meeting	9/15	Check into Step Club request on bench and table request.	12/30/15	Planning	Underway.
31	Work Session	8/24	Develop a complete green street policy/standard.	6/30/16	Celia	
27	M & C Meeting	8/10	Incorporate PSAC recommendations into Emergency Operations Plan.	11/30/15	David	
26	M & C Meeting	8/10	Proceed on vacation of GHI ROW's.	12/31/15	Celia	Underway.
21	Work Session	8/05	Gateway Signage – Contact Sharon Bradley re: interest in updating design; review proposed locations.	10/30/15	Celia	
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. Authorized on 10/19/15.
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	Being prepared @ 9/23/15.
14	M & C Meeting	6/08	Refer to PSAC – feasibility of re-establishing “fire sirens” for emergency alerts.	12/30/15	Mary/Tom	
13	Work Session	6/03	Develop policy for Public Information Act requests, reflecting new legislative changes.	10/3/15	Cindy	
7	Work Session	2/04	Look into training on running meetings for advisory boards. Also on the mechanics of the city's referral process.	6/30/15	Cindy	

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
6	M & C Meeting	1/26	Report on petition from Tim Cohen-Mitchell on application to Youth Advisory Committee.	3/30/15	Cindy	
2014						
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.
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. Draft done. 30 th anniversary celebration set for November 6, 2015.
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. Revision received 10/7/15.
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. Update provided 9/21/15. On SHA work program.
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	

NO.	REQUESTOR	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. At least 22 (25%) corrected since April 2015.
2013						
45	M & C Meeting	10/28	Are there limitations on how long banner signs can be in use – County Zoning Code or City Covenants – Franklin Park signage issue?	1/31/14	Celia	
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 2016 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.

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
2011						
9	Work Session	6/13	Look at need for lighting along walkways between 11 and 13 Court Ridge. Also look at condition of existing lighting, walkway and vegetation. Further survey and referral to PSAC.	9/30/11	Mike	Checking power availability at 11 - 13 Courts.
2010						
32	Mayor Davis	6/25	Does city need its own ordinance to limit roadside solicitation per 2008 State law?	8/30/10	John	City Solicitor response in 9/3/10 City Manager Report. A city ordinance is being drafted.
28	Work Session	6/9	Draft legislation to implement new planning authority (CB-16).	9/30/10	John	County legislation approved 5/3/11. City Solicitor drafting language @ 1/25/12.
16	Work Session	4/21	Develop policy on when city will issue proclamation – Mayor’s authority?	7/30/10	Cindy	Ms. Davis has reviewed proclamations back to 2000 and working on report.

WEEKLY REPORT
Planning and Community Development
Week Ending: Friday, October 23, 2015



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

**CODE
ENFORCEMENT**

Commercial Properties: Belle Point Drive, 7600 Hanover Parkway and 1 Hillside were inspected.

Apartments: Re-inspection of annual inspection at Franklin Park continued.

Rental Property: Three rental properties were inspected.

Complaints: One complaint was logged regarding no heat at Lawrence Apartments.

Permits: Twenty four permit applications were reviewed and approved.

Animal Control: One dog was adopted;
One dog suffering from several bite wounds while running at large was impounded;
One dog was transported to the vet suffering from several bite wounds;
One kitten with an injured eye was trapped;
Five kittens were surrendered by owner(s);
One citizen brought a stray cat to the shelter;
Two cats were surrendered by owner(s);
Two squirrels were removed from a doctor's office; and
Carcass of a squirrel was removed from the roadway.

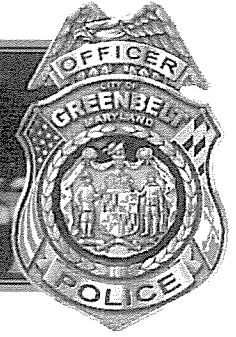
Meetings: Staff Attended:
Annual tour meeting on the Draft Maryland Consolidated Transportation Program;
City Council meeting; and
Council work session on WMATA Trail, Buddy Attick Park and Pedestrian Overpass to College Park.

Staff Met With:

Bill Wilkerson on WMATA Trail;
Neil Weinstein from Low Impact Development Center to discuss possible locations for water quality improvement practices in the city;

*Julie McHale to brief her on WMATA Trail; and
Emily Clifton from Low Impact Development Center to review
preliminary report for Cherrywood Lane Green and Complete
Street Redesign.*

***Planning Projects:** Responded to requests for information;
Reviewed plans submitted by WSSC for sewer rehabilitation work
in Greenbelt;
Prepared for City Council meeting on Draft Consolidated
Transportation Program and drafted position letter;
Reviewed Departure from Parking and Loading Standards
application;
Reviewed revisions to trails map;
Greenbelt Station South Core – 1. Planning Department staff level
review of Phase three detailed site plan, and 2. Ongoing
communications with site developers;
Review of pedestrian trails map;
Discussed permit process for single family home construction with
contractor representing citizen; and
Various administrative tasks and filing.*



CRIME REPORT

OCTOBER 21, 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

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.

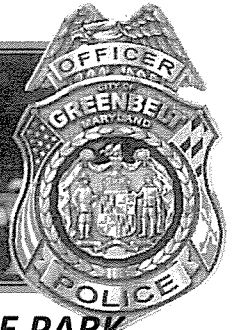
CENTER CITY

10/13 10:00 P.M.	11 Crescent Road. Theft. An unattended book bag containing a laptop computer, a calculator and a credit card was taken after it was left unattended outside the Greenbelt Public Library. The credit card was later used to make an unauthorized purchase.
10/17 9:00 A.M.	11 Crescent Road. Burglary. The complainant advised that the suspect may have possibly hidden inside the Greenbelt Public Library at closing. Money was taken from a cash register. A videotape of the incident shows a suspect described as a black male 15 to 18 years of age, 5'7" to 5'11", 120 to 160 pounds, wearing a dark blue and white jacket, dark colored jeans and dark Nike athletic shoes.
10/18 12:07 P.M.	100 block Centerway. Vandalism. Unknown person(s) spray painted graffiti in the parking lot.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



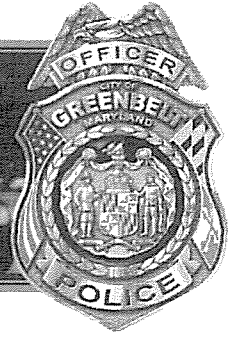
FRANKLIN PARK/BELTWAY PLAZA/GREENBELT METRO/CAPITOL OFFICE PARK

10/15 9:46 A.M.	6100 block Springhill Terrace. Vandalism. The victim advised she was involved in a verbal altercation with an acquaintance, at which time the suspect shoved her sofa into the sliding glass door, shattering it. The suspect is known to the victim. An investigation is ongoing.
10/15 8:47 P.M.	5800 block Cherrywood lane. Weapons offense arrest. Philip David-Chase McPhatter, 28, of No Fixed Address was arrested and charged with Concealing a Deadly Weapon, and two counts of Trespass after he was found on the grounds of Franklin Park Apartments after having been banned from the complex by agents of the property. The suspect was found to be in possession of a meat cleaver-type knife. The suspect was transported to the Department of Corrections for a hearing before a District Court Commissioner.
10/18 4:30 P.M.	5900 block Cherrywood Terrace. A parcel package was taken from the front door of a residence.
10/20 4:41 A.M.	Area of Breezewood Terrace and Breezewood Drive. Possession of phencyclidine with intent to distribute arrest. Demond Antonio Mckelvin, 41, of Riverdale Park, MD was arrested and charged with Possession of Phencyclidine with Intent to Distribute in a School Zone, Possession of Phencyclidine with Intent to Distribute and Possession of Phencyclidine after being stopped for a traffic violation. The suspect was transported to the Department of Corrections for a hearing before a District Court Commissioner.
10/20 5:29 P.M.	9200 block Springhill Lane. Trespass arrest. Kenneth Dionte Washington, 23, of Woodbridge, VA was arrested and charged with Trespass after he was found on the grounds of Franklin Park apartments after he had been banned from the complex by agents of the property. The suspect was released on citation pending trial.
10/21 4:02 P.M.	6100 block Breezewood Court. Threats. The victim advised that a maintenance worker made threatening comments to her while at her residence on October 17 th . The suspect is described as a black male, 5'5", 200 pounds. An investigation is ongoing.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



GREENBELT EAST/GREENWAY SHOPPING CENTER

10/17 1:20 A.M.	7200 block Hanover Drive. Disturbing the peace arrests. Antoine Steven Tindal, 25, of College Park, MD and Shelby Patricia Guardado, 33, of Potomac, MD were arrested and charged with Disturbing the Peace after they were involved in a verbal altercation outside the Holiday Inn, causing people to gather and observe their actions. Both suspects were released on citation pending trial.
10/17 8:00 A.M.	8000 block Mandan Road. Vandalism. Unknown person(s) used unknown means to break out a bedroom window of a residence.
10/17 1:01 A.M.	7500 block Greenbelt Road. DWI/DUI arrest. Steven Alex Ward, 34, of Chesterfield, VA 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.
10/18 2:14 A.M.	Area of Hanover Parkway and Ora Glen Drive. DWI/DUI arrest. Bonnie Rudolph Cooper, 31, of Bowie, 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.
10/18 11:00 P.M.	7601 Hanover Parkway. Theft. An unattended cell phone was taken at Eleanor Roosevelt Senior High School.
10/21 2:17 A.M.	7100 block Greenbelt Road. DWI/DUI arrest. Mamadee Fofana, 35, of Lanham, 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.
10/21 2:45 P.M.	7601 Hanover Parkway. Theft. An unattended cell phone was taken at Eleanor Roosevelt Senior High School.

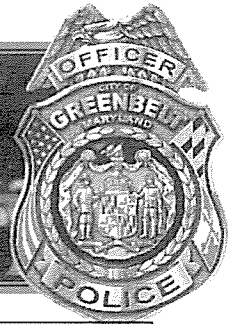
Automotive Crime - City Wide

10/14	7100 block Megan Lane. Theft from auto. Money was taken from an unsecured vehicle.
10/14	7100 block Mathews Street. Attempt theft from auto. Unknown person(s) rummaged through an unlocked vehicle. Nothing appears to have been taken.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

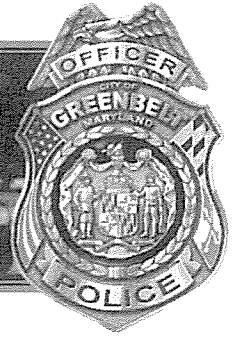
GREENBELT POLICE DEPARTMENT



10/15	6600 block Lake Park Drive. Theft from auto. Unknown person(s) broke out the rear driver's side window and removed a notebook-type computer and a checkbook.
10/16	6400 block Capitol Drive. Recovered stolen auto. A 2011 Dodge Avenger 4-door, reported stolen to the Baltimore County Police Department. No arrests were made.
10/18	6100 block Breezewood Drive. Stolen auto. A black 2005 BMW 325 4-door. The vehicle was recovered the same evening by the Prince George's County Police Department in the area of Sunnyside Avenue and Tucker Road, Beltsville, MD. It had been abandoned after being involved in an accident. No arrests were made.
10/20	7600 block Hanover Parkway. Stolen auto. 1999 Acura CL 2-door. The victim advised that unknown person(s) removed the vehicle keys from her purse at Eleanor Roosevelt Senior High School. The vehicle was recovered the next day in the area of Mandan Road and Mathew Street. No arrests were made.
10/21	7200 block Mandan Road. Theft from auto. The victim advised that she had parked her car to look for her cat, leaving a vehicle window open. As she was returning to her vehicle she observed a subject reach in the car and remove her purse. The suspect then fled the scene on a green bicycle. The suspect is described as a black male, wearing a black hooded sweatshirt and a brown back pack.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



CRIME REPORT TALLY SHEET

WEEK OF OCTOBER 21, 2015

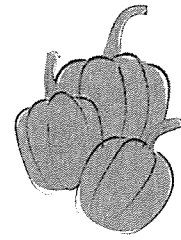
The following list is comprised of the actual numbers of offenses reported during the week. Not all reports are included as narratives, only incidents of interest, unusual or public safety related items are included.

<u>GENERAL CRIMES</u>		<u>GENERAL CRIMES (CON'T)</u>	
Carjacking		Animal Bite (Dog attacked another dog. Aggressor dog impounded)	1
Rape		Disruption of School Activities	1
Armed Robbery		Transporting a Handgun in a Vehicle	
Attempt Armed Robbery		Reckless Endangerment	
Strong Armed Robbery		Emergency Commitment Petition	2
Attempt Strong Armed Robbery		Missing Person	
Burglary	1	Fraud	1
Attempt Burglary		Unattended Death	1
Assault		Alcohol Violation	
Domestic	2	False Report	
Drugs	1	Harassment	
DUI/DWI	3	Field op (suspicious person)	3
Theft	7	Notification for other agency	
Vandalism	3	Weapons Offense	1
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Threats	1	Stolen Vehicles	2
Trespass	1	Recovered Stolen Vehicles	3
Disorderly Conduct		Recovered Stolen Tags	
Disturbing The Peace	1	Theft From Vehicles	3
Credit Card Offense		Attempt Theft From Vehicles	1
Telephone Misuse		Attempt Theft of Vehicle	
Counterfeit Money		Vandalism to Vehicles	
Suspicious Person		Accidents	5



Department of Public

Week Ending October 23, 2015



ADMINISTRATION

- Jim Sterling met with an Energy Consultant regarding phase III of the MEA grant.
- Jim Sterling met with the Assistant Director of Planning regarding a WSSC permit application.
- Provided construction oversight of the flat roof replacement at the Aquatic & Fitness Center.
- Richard Fink met with the Recreation Department to begin planning the holiday celebration and tree lighting.
- Richard Fink and Brian Townsend met with CHEARS to discuss the sculpture dedication and future plans for the Schrom Hills 3 Sisters Garden.
- Crews prepped a site on Northway for the annual Pumpkin Walk on Saturday.

STREET MAINTENANCE/SPECIAL DETAILS

- Checked for graffiti and took down unwanted signs.
- Pushed up debris at the Northway Fields compost site.
- Put up Utopia Film Festival banners.
- Installed thermoplastic arrows and speed humps on Hanover Parkway.
- Repaired pot holes throughout the city.
- Changed the batteries in the speed sensors.
- Put out barrels for the Farmer's Market.

FACILITIES MAINTENANCE

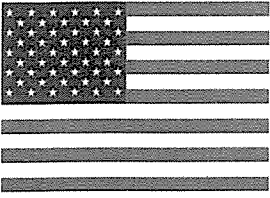
- Continued working on the roof replacement project at the Aquatic & Fitness Center.
- Replaced GFCI outlets at the Braden Field tennis courts.

REFUSE/RECYCLING/SUSTAINABILITY

- Collected 31.24 tons of refuse and 12.97 tons of recyclable material.
- Interviewed by the *News Review* regarding the new recycling guidelines.
- Attended via phone call the DC-MD Composting Council meeting.
- Helped with the creation of the CUSP models for Saturday's Fall Fest.
- Attended a visit to the Blue Plains Waste Water Treatment Plant with Green Team members, organized by the Sierra Club.
- Attended the Electronics Recycling event on Saturday.
- Attended Fall Fest and coordinated Zero Waste efforts and sustainability games.
- Conducted a conference call with Dewberry (Emergency Management Disaster and Mitigation Services) - a company hired by COG to conduct an analysis of the area on Disaster Debris Planning, and filled out a survey for the City of Greenbelt.

HORTICULTURE/PARKS

- Delivered picnic tables to Schrom Hills Park for this weekend's Fall Fest.
- Blew leaves off of playgrounds, the Braden Field tennis courts and at the Indian Springs cemetery.
- Assisted in clearing the path around Schrom Hills Park.
- Replaced broken and/or missing boards at Schrom Hills Park.
- Installed the Three Sisters metal sculpture and plaque at the Schrom Hills Park location.
- Repaired an exercise station at the Aquatic & Fitness Center.
- Repaired a Police Department dispatch console.
- Pressure washed the pavilion and worked on props for this weekend's Fall Fest.
- Finished planting spring bulbs and annuals in landscape beds.
- Pruned low branches around Schrom Hills Park and removed overgrown vegetation from walkways and the buffer zones surrounding the public gardens.



Greenbelt Recreation Department Weekly Report

Week Ending October 24, 2015

ADMINISTRATION:

- On Monday, the Management Team met to review FY17 budget schedule; deadlines were set and the schedule has been sent out to staff.
- Director met with Planning and Zoning staff to review the WMATA hiker/biker trail that is being proposed. The Director was planning on giving a brief overview on the WMATA trail to PRAB this week, the PRAB meeting was cancelled due to lack of quorum.
- Director attended the health fair on Tuesday, and took advantage of several of the free tests that were available. I would personally like to thank the committee who put this together - I thought it was very thorough and I enjoyed talking with all of the vendors.
- A total of nine interviews were held on Wednesday for the Youth Center Office position.
- Director participated in two webinars regarding managing the new minimum wage and developing a marketing plan.
- Schrom Hills Park hosted early voting this past weekend. Staff met with the City Clerk to review logistics for early voting at the Springhill Lake Recreation Center.
- Staff has been monitoring progress on the roof replacement and renovation work at the Aquatic and Fitness Center. The full facility will open Monday, October 26 at 6 a.m.
- Worked with the organizers of Rafael's Race, hosted by the Greenbelt Elementary School PTA, on providing permits for their race.
- Working with the Washington Area Bicycle Association on coordination of a "pit stop" for the annual Cider Ride. This year there will be a 45 mile bike tour of Prince George's County on Saturday, November 14. They will provide a pit stop for riders at Buddy Attick Lake Park.
- Met with representatives from Boland-Trane to evaluate demonstration fan coil unit at the Community Center.

COMMUNITY CENTER:

- Facility staff assisted with logistics and set up for the Health and Wellness Fair which partnered for the first time with a Healing Arts Fair by Community Hospice. Facility Coordinator was integral in the preparation and operations of the event.
- Staff participated in the Health and Wellness Fair.
- Supervisor attended the Maryland Recreation and Parks Association General Membership meeting in Dundalk. The workshop topic was technology outlets.
- Supervisor met with Assistant Director, PW and a Boland technician in regard to a new HVAC unit.
- The Main Office door was returned and installed.
- Two volleyball nets were delivered, measured and prepared for use. The old volleyball nets were donated to Sports Gift, a non-profit organization who distributes sports equipment to children's sports programs in the US and internationally.
- Supervisor continued to field inquires in regard to caterer rentals for the Commercial Kitchen. There have been 55+ inquiries since April.
- The facility hosted an American Red Cross Blood Drive.
- There were 4 private rentals and 14 pattern rentals.
- The following groups received free space: Golden Age Club, Greenbelt Writers Group, Greenbelt Concert Band, Girl Scout Troop #2799, Anacostia Trail Heritage Area, Greenbelt Baseball, Friends of the Greenbelt Museum, Greenbelt Pottery and Greenbelt COOP.
- The following City groups received space: City Council, Be Happy Be Healthy Yoga & Volleyball, CARES, GAIL, Forest Preserve Advisory Board and Chelsea Woods Courts Condo.

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

- Continued planning, preparing and promoting Fall special events. Fall Fest is this Saturday from 2-6pm at Schrom Hills Park!
- Staff is also looking ahead to Winter and early Spring programs and preparing the Winter brochure publication.
- Continued to work with the MSDE Office of Child Care regarding the licensing process for Mom's Morning Out.
- Met with Richard Fink, Bev Palau and Caitlin McGrath to coordinate plans for the Tree Lighting event in Roosevelt Center on Friday, December 4.

AQUATIC AND FITNESS CENTER:

- Contractors continued work on the reinstallation of the flat roof.
- Public Works installed new soap, toilet paper and paper towel dispensers in locker rooms.
- Locker rooms continued to be closed due to painting, drywall and lighting work.
- Set dates for annual survey which will run November 23-December 11.
- Attended Fall MRPA Membership meeting.
- Cleaned the duct on the indoor pool.
- Working on scrubbing the indoor pool deck.
- Re-grouted the back and seats of the hot tub.
- Received all materials for the Pumpkin Aqualympics, which will be held Saturday, October 31 from 10am-12pm.
- Sent e-mail blast on the status of the roof project, fall classes and Pumpkin Aqualympics.
- Preparing to re-open the indoor pool and fitness wing on Monday, October 26 at 6 am!!!

ARTS:

- Submitted a FY17 operating grant application to the Maryland State Arts Council.
- Participating in the editing of the winter Recreation Activity Guide. The schedule includes a weekend ceramic workshop with nationally-recognized visiting artist Suze Lindsay.
- Greenbelt Pottery Group and the Greenbelt Community Church are hosting an Empty Bowls fundraising event from 4-7pm on Saturday, 10/24 at the Church. Proceeds benefit Help By Phone, providing emergency food assistance and other support in Prince George's County.
- The first of three sculpture dedications hosted by CHEARS is planned for this weekend in conjunction with Fall Fest at Schrom Hills Park (10/24, 4pm). Subsequent dedications are planned for the Greenbelt Community Center (11/1, 3pm) and the Springhill Lake Recreation Center (11/14, 1pm).
- Upcoming fall programs include two outdoor raku firings on 10/31 and 11/14 and badge workshops for local girl scouts.
- Payments are being collected for the 2015 Festival of Lights Juried Art and Craft Fair which is full. Applications continue to be received for the waitlist.
- Now on view at the Greenbelt Community Center Art Gallery – Relics: Sculpture and Costumes by Hoesy Corona. This exhibit continues through November 6. Preparations are being made for the next exhibition which will feature the unique paintings of Maryland artist Chris Zickefoose.