

THE CITY OF

GREENBELT

MARYLAND

GOVERNMENT

CITY SERVICES

COMMUNITY

VISITING

I WANT TO...

January 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	01 New Year's Holiday-Offices Closed	02
03	04 Special Meeting - Draft Environmental Impact Statement (DEIS) for FBI, 7:30PM Work Session - Cablecast Upgrades/Review of Digital Integration Proposal, 8pm, MB	05	06 Work Session - Briefing on Volunteerism Report, 8pm, CC	07 Free Produce Distribution	08	09
10	11 Youth Advisory Committee, 5:30pm Greenbriar Meeting Room Regular City Council Meeting, 8pm, MB Interviews for Advisory Groups (Library)	12	13 Advisory Planning Board, 7:30pm, CC MML Legislative Reception (Annapolis), 6:00PM Work Session - County Executive (tentative), 8PM, CC	14	15	16
17	18 City Holiday-Martin Luther King Jr. Day - Offices Closed MLK, Jr. National Day of Service	19 Stewards of Children Program, 7pm, MB	20 Park and Recreation Advisory Board, 7:30pm, CC Work Session - Capital Office Park (tentative), 8PM, CC	21	22	23
24	25 Regular City Council Meeting, 8pm, MB Anger Management Class	26 Advisory Committee on Education, Principals' Meeting 6:30pm, MB Green ACES and Green Team, 7:30pm, CC	27 Senior Citizen Advisory Committee, 7pm Community Center Advisory Planning Board, 7:30pm, CC Four Cities Meeting (College Park) 7:30PM	28 Forest Preserve Advisory Board, 7pm, CC	29	30 Stormwater Audit
31	01	02	03	04	05	06



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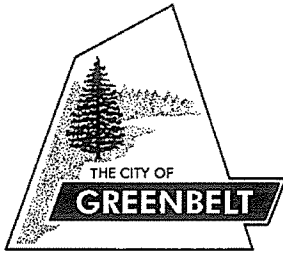
VISITING

I WANT TO...

February 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	01 Work Session - TBD, 8PM, MB	02 Arts Advisory Board, 7pm, CC	03 Work Session - TBD, 8PM, CC	04 Free Produce Distribution	05	06
07	08 Youth Advisory Committee, 5:30pm GAFC Regular Meeting, 8PM, MB	09	10 Advisory Planning Board, 7:30pm, CC Work Session - TBD, 8PM, CC	11	12	13
14	15 City Holiday - Presidents' Day - Offices Closed Presidents' Day of Service	16	17 Work Session - TBD, 8PM, CC	18 PGCMA (Greenbelt), 6PM	19	20
21	22 Regular Meeting, 8PM, MB	23 Advisory Committee on Education, 7pm, MB Green ACES and Green Team, 7:30pm, CC	24 Senior Citizen Advisory Committee, 7pm Community Center Advisory Planning Board, 7:30pm, CC Work Session - TBD, 8PM, CC	25 Forest Preserve Advisory Board, 7pm, CC	26	27 Rain Garden Workshop
28	29 Work Session - TBD, 8PM, MB	01	02	03	04	05





City Manager's Report Week Ending December 31, 2015

1. Have a healthy and prosperous new year!
2. Assistant City Manager
 - a. On leave
3. Finance Department
 - a. Submitted to GFOA FY15 CAFR for review
 - b. Budget review with Recreation staff
4. Information Technology
 - a. Troubleshoot new air card issues with Verizon
 - b. Demo PetPoint software for Animal Control
 - c. Continued working on RecTrac credit card processing issue
5. Prepared for Special Meeting on January 4, 2016 and work sessions on January 4 and 6.

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 December 31, 2015

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (* = COMPLETED)
2015						
43	Work Session	12/16	Research County Rental Tax Credit program – Establish one for City?	3/30/16	David	
42	Work Session	12/2	Draft language for Standing Rules to allow voting remotely.	2/28/15	John	
41	M & C Meeting	11/23	Language defining difference and use of Ordinance vs. Resolution vs. letter.	1/30/16	John	
40	M & C Meeting	11/23	Can lights be installed in bus shelters on Cherrywood at the Giant? Other shelters throughout the City?	1/30/16	Jim S.	Repaired street lights on Cherrywood seem to address concern.*
39	Work Session	10/14	Can there be signage on the Beltway for Roosevelt Center (e.g. – McDonalds)?	12/30/15	Celia	
38	Work Session	10/21	Pull together info about Greenbelt Station development and city for Greenbelt Station residents.	12/30/15	Mike	
37	M & C Meeting	10/19	Request from Mr. Drago to have periodic art sales at Roosevelt Center - Refer to AAB.	3/30/16	Julie/John S.	Board discussed 11/3 and 12/1.
36	M & C Meeting	10/19	Install Peace Pole.	12/30/15	Jim S./David	Installed 12/17/15.*
33	M & C Meeting	10/19	Study need for speed bumps on Ridge Road between Southway and Westway.	12/30/15	Celia	Data has been gathered. Report being drafted @ 11/6/15.
32	M & C Meeting	9/15	Check into Step Club request on bench and table request.	12/30/15	Planning	Request has been handled – City Manager report 12/11/15.*
31	Work Session	8/24	Develop a complete green street policy/standard.	6/30/16	Celia	

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
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	Proposal approved 12/21/15 - \$9,500.
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	
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	Training has been set for 1/14/16 and 1/19/16.*
36	Ms. Davis	10/18	Research interpretive sign on history of old Greenbelt Middle School.	12/30/14	David	School system approved @ 8/24/15. Draft done. 30 th anniversary set for November 6, 2015, but no notice received.
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	

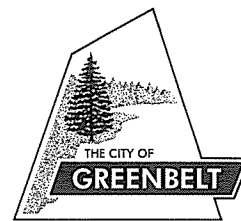
NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (* = COMPLETED)
31	Work Session	8/29	Prepare revised MOU with GATE following 7/23/14 work session.	10/30/14	Mike	Met 4/1/15. Proposal received 6/10/15. Returned for more consideration. Revision received 10/7/15. Finalizing response @ 12/9/15.
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	
8	Work Session	3/26	Status of removing double poles.	4/30/14	Jim S.	At least 22 (25%) corrected since April 2015. Public Works to update listing in January/February 2016.
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.	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.

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

NO.	REQUESTOR	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (* = COMPLETED)
16	Work Session	4/21	Develop policy on when city will issue proclamation – Mayor’s authority?	7/30/10	Cindy	Ms. Davis has reviewed proclamations back to 2000 and working on report.

WEEKLY REPORT

Planning and Community Development



The Week Ending: Thursday, December 31, 2015

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

CODE ENFORCEMENT

Commercial Properties: Greenway East Professional Office Suites were inspected.

Apartments: University Square was inspected.

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

Complaints: One complaint was logged from Franklin Park regarding mice infestation; and
Two prior complaints were re-inspected.

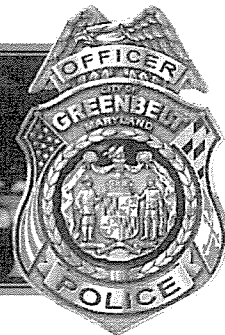
Permits: Four permits were approved and issued.

Animal Control: One cat and six kittens were adopted;
Two dogs were surrendered;
One cruelty case was investigated;
Two dogs were found running at large and returned to owners;
and
Checked area for a possible rabid ground hog.

Noise Complaints: Fifteen warning letters were mailed; and
Four citations were issued for prior warnings of excess noise.

Meetings: **Staff Met With:**
Claude Harris of GPI to discuss sediment and erosion control at Greenbelt Station South Core; and
City of College Park planning staff to discuss the Pedestrian Overpass alignment for Phase Three Greenbelt Station project.

Planning Projects: Completed final edits to FBI Headquarters consolidation and Draft Environmental Impact Statement letter;
Prepared city comments for WMATA Trail Project;
Reviewed revised Erosion and Sediment Control Plans for Greenbelt Station; and
Responded to ongoing issues and projects associated with the Greenbelt Station South Core development project.



CRIME REPORT

DECEMBER 30, 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.

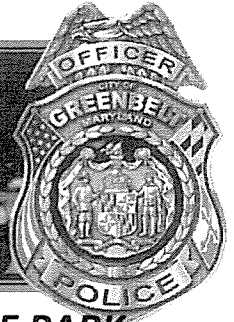
CENTER CITY

12/19 1:10 A.M.	7800 block Kenilworth Avenue. DWI/DUI arrest. William Alexander Reyes, 28, 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.
12/19 1:45 A.M.	Area of Kenilworth Avenue and Crescent Road. DWI/DUI arrest. Samuel Learmond Alleyne, 65, 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.
12/19 11:05 P.M.	Area of Greenbelt Road and Lakecrest Drive. DWI/DUI arrest. Calvin James Acker, 27, 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.
12/20 1:30 A.M.	Area of Greenbelt Road and Walker Drive. DWI/DUI arrest. Alejandro Reyes-Calderon, 26, 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.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



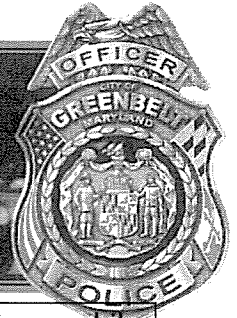
FRANKLIN PARK/BELTWAY PLAZA/GREENBELT METRO/CAPITOL OFFICE PARK

12/20 2:01 A.M.	5500 block Cherrywood Lane. DWI/DUI arrest. Jada Deselle Grey-Fuentes, 19, 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.
12/23 1:23 A.M.	Area of Greenbelt Road and Kenilworth Avenue. DWI/DUI arrest. Karl William Rohner, 46, 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.
12/23 12:00 P.M.	6100 block Breezewood Court. Unattended child. A criminal summons was obtained charging the following subject with Leaving a Child Unattended after a nine year old was allegedly left in a residence to care for a six year old child and a four year old child: Busuyi Samson, 36, of Greenbelt.
12/23 4:27 P.M.	6000 block Greenbelt Road. Theft. An unattended wallet was taken from a shopping cart in the parking lot of the Giant Food store. The wallet apparently was later turned in, but claimed by someone other than the owner. The suspect is described as an older black female, wearing a grey coat and black pants.
12/23 4:49 P.M.	6000 block Greenbelt Road. Assault. The victim, an employee at Bling Jewelry, advised that the suspect walked up to the kiosk and complained to him about a problem with an item that she said had been purchased there. When the victim advised that the item was not purchased at his stand, the suspect sprayed him in the face with an unknown substance and then fled the scene on foot. The victim refused medical treatment. The suspect is described as a black female, 5'1", 120 pounds, wearing a black shirt.
12/25 10:26 P.M.	6100 block Breezewood Court. Assault arrest. A 14 year old Greenbelt youth was arrested for Assault and Possession of Paraphernalia after he punched an officer responding to a report of a verbal altercation. The youth was released to a parent pending action by the Juvenile Justice System.
12/26 8:57 P.M.	5800 block Cherrywood Lane. Burglary. Unknown person(s) used unknown means to enter the residence. A television, two laptop computers, a notebook computer and two gaming systems were taken.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



12/29 8:00 P.M.	6000 block Greenbelt Road. Theft. Unknown person(s) took the victim's cell phone while she was watching a movie at the theaters in Beltway Plaza.
12/30 3:17 A.M.	6200 block Springhill Drive. Burglary. The victim advised that he was sleeping when he heard noises in his living room. The victim then observed two subjects in his living room, one carrying his laptop computer. Upon seeing the victim both suspects fled the residence through the front door. It was later discovered that a set of vehicle keys were also taken and used to steal the victim's blue 2004 Mercury Marquis sedan, Maryland tags 8BM5810. It is believed that the suspects entered the residence by way of a partially opened sliding glass door. The suspects are described as a two black males, each 5'8" and wearing all black clothing.
12/30 2:00 A.M.	6200 block Springhill Court. Burglary. The victim advised that she was asleep when she heard glass breaking and someone walking in the apartment. Thinking it was a roommate, she went back to bed. The next day it was discovered that unknown person(s) entered the residence by breaking out a bedroom window. Nothing appears to have been taken. A possible suspect is described as a black male, wearing a black hat and blue jeans.
12/30 10:10 A.M.	5900 block Greenbelt Road. Theft. An unattended purse and cell phone were taken from the Dunkin Donuts. The Property was recovered later the same day at a Dunkin Donuts in Lanham, MD.

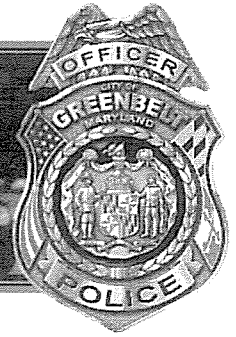
GREENBELT EAST/GREENWAY SHOPPING CENTER

12/24 3:00 P.M.	7400 block Greenbelt Road. Theft. The victim believes that unknown person(s) removed a credit card from her pocket while at the Ross Dress For Less clothing store. The card was then used to make unauthorized purchases.
12/27 10:20 A.M.	6900 block Hanover Parkway. Theft. The victim advised that unknown person(s) took a parcel package from the front stoop of a residence on December 4 th .
12/30 3:40 P.M.	7500 block Greenbelt Road. Assault. The victim advised that she was shopping in the Safeway store when the suspect ran his grocery cart into hers twice. The two exchanged and words and pushed each other several times. The victim advised that the suspect threatened her and then left the scene. The victim refused treatment for a neck injury. The suspect is described as a white male, 40 to 50 years of age, 6'2" to 6'4", with grey hair, wearing an unknown color vest over a plaid shirt.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT

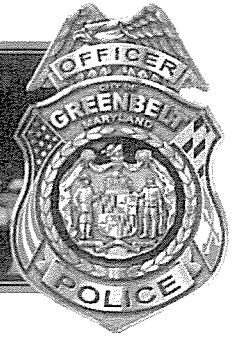


Automotive Crime - City Wide

12/23	9100 block Edmonston Road. Theft from auto. Unknown person(s) broke out the passenger side window of a vehicle and took a handicap placard.
12/23	9000 block Breezewood Terrace. Theft from auto. The driver's side mirror was taken from a vehicle.
12/23	6100 block Greenbelt Road. Theft from auto. Unknown person(s) used unknown means to open the trunk of a vehicle and remove two laptop computers, a carry bag, a camera stand and blank checks.
12/26	7900 block Mandan Road. Vandalism to auto. The victim advised that a subject vandalized his vehicle by kicking it several times then fled the scene on foot. The suspect is described as a black male, 23 years of age, 5'7", 115 pounds, with black hair and brown eyes, wearing a tan jacket, blue jeans and white shoes.
12/26	7800 block Mandan Road. Stolen vehicle. A red 2011 Ford Econoline E150 van, Maryland tags 54262B.
12/27	5700 block Greenbelt Metro Drive. Vandalism to auto. Unknown person(s) used a brick to break out the rear windshield and crack the front windshield of a vehicle.
12/27	6200 block Springhill Court. Stolen auto. A white 2000 Dodge Neon 4-door, Maryland tags 1CE1917.
12/27	9100 block Springhill Court. Stolen auto. A green 2006 Chrysler Sebring hatchback, Maryland tags 2BV0850.
12/28	7800 block Mandan Road. Attempt theft from auto. Unknown person(s) broke out the front passenger window. The vehicle was rummaged through, but nothing appeared to have taken.
12/28	200 block Lakeside Drive. Vandalism to vehicle. Two tires were slashed on a vehicle.
12/28	12 court Ridge Road. Stolen vehicle. A 2004 Ford Econoline van. The vehicle was recovered December 30 th by the Prince George's County Police Department in the 3400 block of 52 nd Avenue, Hyattsville, MD. No arrests.
12/30	5300 block Stream Bank Lane. Theft from auto. Unknown person(s) entered an unlocked vehicle and took an iPod Nano media player.
12/30	5900 block Cherrywood Lane. Stolen vehicle. A maroon 2001 Dodge Ram pickup, Maryland tags 8CD2809.
12/30	9100 block Edmonston Court. Theft from auto. Unknown person(s) used unknown means to enter the vehicle. A car charger, the registration card and insurance card were taken.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



CRIME REPORT TALLY SHEET

WEEK OF DECEMBER 30, 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	3	Fraud	3
Attempt Burglary		Unattended Death	
Assault	3	Alcohol Violation	
Domestic	3	False Report	
Drugs		Harassment	
DUI/DWI	5	Field op (suspicious person)	2
Theft	7	Notification for other agency	
Vandalism		Violation of Protective Order	1
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Unattended Child	1	Stolen Vehicles	5
Trespass		Recovered Stolen Vehicles	1
Disorderly Conduct		Recovered Stolen Tags	
Failure to Obey Lawful Order		Theft From Vehicles	5
Credit Card Offense		Attempt Theft From Vehicles	1
Telephone Misuse	1	Attempt Theft of Vehicle	
Counterfeit Money		Vandalism to Vehicles	3
Suspicious Person		Accidents	9



Department of Public Works

Week Ending December 31, 2015



ADMINISTRATION

- Revised the draft of the Sustainable Land Care Policy.
- Continued monitoring Pepco Vegetation Management along Crescent Road, Ridge Road, Kenilworth Avenue and Lastner Lane.

STREET MAINTENANCE/SPECIAL DETAILS

- Pushed up debris at the Northway Fields compost site.
- Took down unwanted signs and checked for graffiti.
- Cleaned storm drains.
- Replaced two signs that were hit by a vehicle on Metro Drive and on Hanover Parkway near the Post Office.
- Repaired pot holes in Greenbelt East.
- Two crew members took a learner's test to obtain their B License.
- Cleaned pipes around the lake at Buddy Attick Park.

HORTICULTURE/PARKS

- Continued overseeing and assisting with Pepco's vegetation management plan.
- Continued leaf curbside service on Lakeside Drive and in Windsor Green.
- Repaired a second floor exit door in the Theater.
- Reset a cinder block retaining wall at Schrom Hills Park.
- Weeded and mulched medians in the library parking lot.
- Weeded the landscape beds at the Buddy Attick Park lake entrance.
- Removed a fallen tree from the Spellman Overpass.
- Removed a branch on a wire on Cherrywood Lane.
- Weeded the landscape bed in the Youth Center rain garden.

REFUSE/RECYCLING/SUSTAINABILITY

- Collected 31.34 tons of refuse and 16.4 tons of recyclable material.

FACILITIES MAINTENANCE

- Finished installing new towel dispensers and soap dispensers in City buildings.
- Replaced a light with LED lights at the Police Station's flag pole.
- Continued installing LED lights on Building #2 at Public Works.
- Painted doors at the Greenbelt Theater and painted an office in the Community Center.



Greenbelt Recreation Department **Weekly Report**

Week Ending December 31, 2015

ADMINISTRATION:

- Work on the budget continued.
- Conducted a site visit to an aquatics facility in Columbia to evaluate inflatable aquatic playground equipment for possible use in Greenbelt.
- Met with representative from Delegate Alonzo Washington's office to confirm date and location for a community meeting in Greenbelt.

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

- Registration for winter programs is ongoing.
- Winter classes and programs begin on Monday, January 4. Staff completed final preparations for the kickoff of Winter programs.
- Continued to work on Spring program planning.
- Met on 2016 Camp Brochure preparation and explored new marketing ideas.
- Continued to prepare Spring Activity Guide.
- Recreation Center hours were modified to accommodate the school break and New Years' holiday.

COMMUNITY CENTER

- The Gym and Dance Studio floors were refinished. Both rooms are closed until January 4th.
- Facility hours were adjusted for the week. The facility is closed on New Year's Day.
- Supervisor continued to field inquires in regard to caterer rentals for the Commercial Kitchen. There have been 72 inquiries since April. There are currently two caterers who received all permits and may rent the Kitchen.
- There was 1 facility reservation processed.
- There was 1 private rental and 3 pattern rentals.
- The following groups received free space: Golden Age Club