

**CITY OF GREENBELT,  
MARYLAND**

**Date:** February 14, 2014  
**To:** City Council  
**From:** Michael P. McLaughlin, City Manager  
**Subject:** Weekly Report on Various Items

1. Attachment A is the Council Action Requests (CAR) Report.
2. Attachment B is the Crisis Intervention Counselors' Quarterly Report.
3. Attachment C is the Legislative Update.



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Michael P. McLaughlin, City Manager



# February 2014

City of Greenbelt

[www.greenbeltmd.gov](http://www.greenbeltmd.gov)

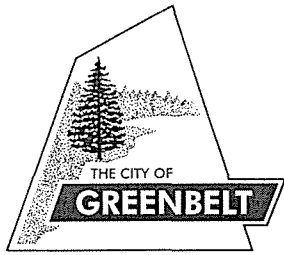
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
MB – Municipal Building – 25 Crescent Road – 301.474.8000 CC – Community Center – 15 Crescent Road – 301.397.2208  Meetings subject to change Call 301.474.8000 for verification.						1
2	3 No Meeting	4	5 8 pm – Executive Session – Personnel/ CBA Negotiations – CC	6	7	8
9	10 7:20 pm – Advisory Group Interviews – MB  8 pm – Council Meeting – MB	11	12 8 pm – Executive Session – Personnel – CC	13	14	15
16	17  City Holiday	18	19 8 pm – Work Session - Garden Boundaries – CC	20 7 pm – PGCMA – North Brentwood	21	22
23	24 8 pm – Council Meeting – MB	25	26 6 pm - Legislative Dinner	27	28	*Tentative



# March 2014

City of Greenbelt  
www.greenbeltmd.gov

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 8 pm – Work Session – Greenbelt Station South Core TIF – MB	4	5 8 pm – Work Session – CC	6 7:30 pm – Work Session – GEAC – Greenbriar CC	7	8
9	10 8 pm – Council Meeting – MB	11	12 8 pm – Work Session – BARC – CC	13	14	15
16	17 8 pm – Work Session – *Civic Associations – MB	18	19 8 pm – Work Session – Transit Meeting – CC	20 7 pm – PGCMA – Greenbelt	21	22
23	24 8 pm – Council Meeting & FY 2015 Budget Presentation – MB	25	26 8 pm – Budget Work Session – Revenues, Overview & General Government – CC	27	28	29
30	31 8 pm – Work Session – MB	MB – Municipal Building – 25 Crescent Road – 301.474.8000 CC – Community Center – 15 Crescent Road – 301.397.2208  Meetings subject to change Call 301.474.8000 for verification.				



**City Manager's Office  
Week Ending February 14, 2014**

1. Snow storm response.
2. Attached is a separate envelope with information requested at the executive session on collective bargaining on February 5.
3. Attached is an opinion from the City Solicitor on CB-89-2012 which deals with condominium/HOA fees and apartment rental licenses. It is recommended the City wait for a response from County Executive Baker on this issue.
4. Met with Planning Director, Assistant Public Works Director and City Clerk to prepare for garden boundaries work session.
5. Attached is the quarterly hiring report for the period of October 1, 2013 thru December 30, 2013.
6. Met with Human Resources Director to discuss comparison of employee benefits programs in preparation of budget.
7. Assistant City Manager –
  - a. Held meeting with staff to prepare Capital Projects Budget.
  - b. Monitored & researched State & County Legislation & drafted correspondence to reflect City's position on key bills.
  - c. Met with Public Works and Information Technology staff to discuss Municipal Building generator project.
8. IT Director –
  - a. Attended I-Net Full Committee Meeting
  - b. Tested new GIS machines for Public Works and Planning
  - c. Planning discussions with Public Works on FY 15 budget and any current issues
9. Attached is notice that the City has once again received the Distinguished Budget Presentation Award from the Government Finance Officers Association. A formal presentation of the award will occur after the actual award is received, likely in March.
10. Prepared for Council meeting of 2/10, Executive Session 2/12, and work session of 2/19.

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

**BRENNAN McKENNA**  
**MANZI SHAY LEVAN, CHARTERED**



**ATTORNEYS AT LAW**

6305 IVY LANE, SUITE 700  
GREENBELT, MARYLAND 20770  
TELEPHONE (301) 474-0044  
FAX (301) 474-5730

ROBERT A. MANZI  
[RMANZI@BSM-LEGAL.COM](mailto:RMANZI@BSM-LEGAL.COM)

**MEMORANDUM**

**To:** Michael P. McLaughlin, City Manager *MPM*  
**From:** Robert A. Manzi, Esq., City Solicitor  
**Date:** February 12, 2014  
**RE:** CB 89

You have asked that I look into the ability of the City to enforce the requirements of CB 89 recently passed by Prince George's County which allows the County to withhold rental licenses from property owners who owe back condominium or homeowner association (HOA) fees at the time their licenses come up for renewal. At the outset let me say, I have significant legal questions as to the enforceability of CB 89. It appears to me CB 89 is a law which is well intentioned but has significant legal flaws.

In order to understand the background of condominium fees, one needs to understand how these fees come about. HOA's and condominium associations are usually required by State Law or by the Maryland National Capital Park and Planning Commission (MNCPPC) as part of the development process within Prince George's County. Usually the bylaws, Articles of Incorporation as well as any covenants which are required to be filed must be filed and approved by MNCPPC and/or the State of Maryland prior to the final approval in the development process. Therefore, developers are required to have these documents prepared and filed prior to getting final approval to move forward with any developments which are condominiums or which have HOA's.

Within the HOA or condominium documents, if there are common areas, a fee is required to be paid by the owners of the units within the condominium or HOA to pay for the maintenance of such open space, private roads, swimming pools, or other amenities which are part of the development. These fees are commonly referred to as condominium or HOA dues. Historically, they are assessed monthly, quarterly or yearly and have been enforced by and

*cc: Council / D. Moran / Celia Crize / MPM / R 2/14/14 / FILE*

through private attorneys hired by such associations to enforce and collect such fees. If not collected, a lien can be placed upon the property which would be collected at a later sale or at some other appropriate milestone. This has been the process and has seemed to work for many years.

For the last ten years or so, I am aware that the condominium and HOA's have been pressuring the State of Maryland to pass legislation very similar to CB 89 in order to have some additional way of having the government force or enforce the private requirement created under the covenants for each development rather than having to pay private attorneys to go in to collect and enforce the rights on behalf of the HOA's and condominium associations. Such bills have not passed hence a push was made in Prince George's County to have a council bill passed which resulted in CB 89.

At the outset, you need to understand that the Buyer for a home within a project, which has an HOA or condominium association and has covenants, is notified of such covenants within the contract of sale. Further, covenants are required to be given to the Buyer for review a certain number of days prior to settlement. It is allowed that if the purchaser does not like the covenants that they do not have to purchase the property. So there is a way out of the contract, if they give a timely notice to cancel the contract as a result of their review of the covenants. I will say this provision is often overlooked by Buyers and Sellers alike and therefore, very often it is not fully enforced. However, it is in boldface in the normal real estate contract and Buyers should be aware that there are covenants on the property and there are HOA or condominium fees which are contained within those documents.

The first problem I have with CB 89 is the covenant that is placed on the land is effectively a private contract between the Buyer and the HOA or condominium association. It is created by a document which is placed on the land records of Prince George's County and provides that the association has the right to collect from the homeowner a certain amount of money which is determined by the association after an appropriate vote by a majority of the homeowners to maintain common area within the development. It is different than a contract only in that it is a covenant which runs with the land rather than a contract which is of a temporary nature, meaning it would end when the project is constructed, i.e., a house is built. Normally, in order to enforce a contract, you must be a party to that contract. Simple contract law tells you if you are not a party to a contract you cannot enforce the contract as you have no interest in the contract. In this case, neither the City of Greenbelt or Prince George's County is or was a party to any of these contracts created by the covenants and therefore has no interest in the contracts. Thus, I believe they do not have a right to enforce the contracts. I believe a court will have a significant problem in enforcing an interest in Prince George's County or the City of Greenbelt in enforcing what effectively is a private agreement between two parties that being the homeowner and the HOA or condominium association. There is a tenet of the law that says that if you are a third party beneficiary of the contract that you can enforce a portion of the contract even though you did not sign it. In this case, neither the City or the County is a third party

beneficiary in that the covenants and the homeowners fees do not benefit in any way either the City or the County. They are put in there to benefit the development itself and the other owners of the development.

My second concern is that the requirement of obtaining a rental license for a rental unit is that a person need only meet certain code requirements which are normal within the County and the City. Those have a legitimate governmental interest and are items which the government has a particular interest in. The enforcement of a covenant for the payment of fees to a HOA is not in any code and, therefore, the government does not have a particular interest in the enforcement of what amounts to a private contract between two private parties.

In looking at CB 89 and discerning who stands to benefit from the enforcement of the rental license issue under CB 89, it is clearly the HOA or condominium association. These are private organizations and not the government. In all other permitting processes, the primary beneficiary of the permitting process is either the public in general or the government protecting the public in general. Therefore, it is hard to see the why the government is involving itself in protecting a private entity and utilizing public funds to do so. While some may argue that CB 89 merely withholds the permit, there is also an enforcement provision contained within CB 89 which will require that the County (or any city) expend funds to enforce the provisions of CB 89. That is expending funds of the taxpayers for the benefit of a private organization. To me that is not the purpose of tax monies. Therefore, I believe that there lies a challenge to this law based on that ground alone.

In conclusion, I believe there are many flaws with CB 89. As outlined above CB 89 is a bill which is effectively benefiting a private organization and interposing the government into a private contract between a homeowner and a condominium or HOA based on a contract in which the government has no interest. In addition, it will require the government to expend taxes for the benefit of a private entity. These are in my opinion two very good reasons to not enact a local ordinance to enforce CB 89 locally and also two very good arguments as to why CB 89 may not be enforceable and may be subject to challenge in the Courts. In addition, I have heard (not verified only through the grapevine) that the Office of Law has some problems with CB 89 enforcement. I understand that the City has raised this question with the County Executive's Office and is waiting for an answer from the County Executive's Office with regard to whether the County is enforcing CB 89 and whether the County Attorney's Office has issued an opinion on such. As with any piece of Legislation, many attorneys can have different opinions regarding such Legislation. My opinion is not the only possible opinion with regard to CB 89 but I do believe that my opinion is logical in light of the private contract and use the of taxpayer monies to further the interest of a private entity. Should the City decide to move forward, I will craft an Ordinance to protect the City as best I can from even the arguments above.



# MEMO

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To: Michael P. McLaughlin, City Manager *MPM*

From: Mary Johnson, Director of Human Resources

Date: January 30 3014

Re: CLASSIFIED EMPLOYEES HIRED FROM OCTOBER 1, 2013 THRU  
DECEMBER 31, 2013 (Quarterly Report)

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The following is a list of classified position openings from October 1, 2013 thru December 31, 2013. Included in this memo are the number of applications received for each position, the number of applicants interviewed for each position, who participated in the interview panel, if testing was done and the applicant who was hired for the position.

**Public Works Maintenance Worker II & III- (2 positions – Public Works Maintenance Worker II – Refuse and Public Works Maintenance Worker III – Weekend Refuse/Custodial)**

- Received 55 applicants for both positions as follows:

BM	7
HM	8
WM	2
Unknown Male	37
Unknown Female	1
- Scheduled interviews with 19 applicants for both positions, this includes two applicants who were no-shows. The interview panel consisted of Kenny Hall, Director of Public Works, Jim Sterling, Assistant Director of Public Works and me.

BM	6
HM	3
WM	2
Unknown Male	6
- Alonzo Harmon (HM) was hired for the position of Public Works Maintenance Worker III. Mr. Harmon was employed at the Hyatt Hotel as a Houseman. In this position Mr. Harmon was responsible for service of guests, linen and table setting, food station and beverage service, recycling and trash removal, stripping and buffing floors. Pre-setup preparations for the banquet rooms and take down of the banquet rooms. Mr. Harmon was employed there for three years.

Prior to that, Mr. Harmon worked at Green Spring Retirement Center where he was responsible for maintenance of the facility. This included recycling, trash removal, special projects and clean-up of hazardous materials, buffing and stripping floors.

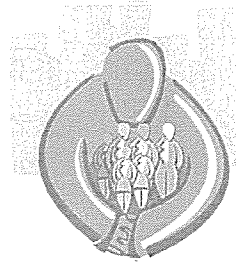
Nathan Guzman (HM) was hired for the position of Public Works Maintenance Worker II. Mr. Guzman was previously employed with the Maryland National Capital Park and Planning Commission as a Public Works Maintenance Worker II. Mr. Guzman worked there for approximately 13 years at which time he was laid off. At MNCPPC, Mr. Guzman supervised seasonal staff and operated heavy equipment.

All jobs were advertised in-house, [www.greenbeltmd.gov](http://www.greenbeltmd.gov), Washington Post, El Tiempo and Indeed.com (Indeed.com is the most visited job site in the United States and currently Indeed reaches over 100 million visitors every month).

## CITY NOTES

### Greenbelt CARES

Week Ending February 14



The GAIL Program is pleased to welcome three new interns. Victoria Hill and Matilda Fon are nursing students from Washington Adventist University and Comfort Adewunmi is a Public Health student from the University of Maryland. This year, for the first time since the GAIL Program began accepting interns, all three students are Greenbelt residents and all from Franklin Park Apartments.

Greenbelt CARES anger management group, DRAMA CLUB, has returned on Monday nights from 7pm to 8:15pm. The group is led by two interns, Tamika Jones and Amy Stapleton. The first session began on January 27 with six participants committed to learning how to better manage anger.

During the month of January, 10 families on average were seen for counseling at CARES. Forty-three individuals on average came on a weekly basis among whom thirteen were 18 years of age and younger. The CICs (Crisis Intervention Counselors) saw fourteen clients.

The GAIL program has resumed its series of groups for younger residents of Green Ridge House called Club 61. The meetings are every 1st and 3rd Wednesday in February, March and April and are co-led by Tom Patota, LCSW-C and Emily Stowers, MSW intern.

Judye Hering started up the Saturday morning group tutoring program again at the Springhill Lake recreation center clubhouse. The program meets every Saturday morning from 10:00-12:00 and provides tutoring for students in all grades and all subjects including GED.

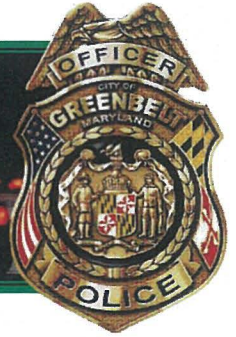
Judye Hering attended the "Take Another Look" Volunteer Fair at the University of Maryland on Thursday, February 6. The purpose of the Fair is to introduce University of Maryland students to volunteer service and community partners. Twenty-five (25) students enrolled as volunteer tutors.

Judye Hering met with Dr. Carolyn Molden Fink, professor at the University of Maryland, Department of Counseling Higher Education and Special Education on Tuesday. Dr. Fink is teaching a class called Disability and Community and wants her students to gain real life experience working with a variety of populations. She is interested in having her students work with CARES, partnering with the Vocational/Educational Program.

Liz Park attended the Governor's Office for Children's Budget hearings in the State Senate and House of Delegates the week of February 2. The funding for Youth Service Bureaus is contained within this budget.

Liz Park, along with the other Youth Service Bureau Directors in Prince George's County, met with the new Prince George's County Local Management Board Director, Donna Crocker Mason on February 3. Liz shared information about the diversity of programming offered at Greenbelt CARES.

Liz Park met with Richard Moody from the Safe and Drug Free Schools Program of the Prince George's County school system to discuss the possibility of partnering to offer some counseling services at one of the evening school programs.



## CRIME REPORT

FEBRUARY 9, 2014

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

02/06 11:08 P.M.	6460 Capitol Drive. Disorderly conduct arrest. Jerome Antonia Eugene Delira, 31, of Hyattsville, MD was arrested and charged with Disturbing the Peace, Public Affray and Trespass after he was involved in a physical altercation with another patron at T.G.I.Friday's Restaurant and then refused to leave the property. The suspect refused treatment for a minor injury and was released to the Department of Corrections for a hearing before a District Court Commissioner.
02/07 12:10 A.M.	7700 block Belle Point Drive. Burglary. Unknown person(s) forced open the front door to an office suite. Nothing appears to have been taken.
02/07 11:21 P.M.	6460 Capitol Drive. Counterfeit money. Unknown person(s) passed counterfeit money at T.G.I.Friday's Restaurant.
02/08 8:00 A.M.	21 court Ridge Road. Vandalism. Unknown person(s) vandalized a City-owned park bench and a crosswalk sign.



**A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY**

# GREENBELT POLICE DEPARTMENT



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

02/06 9:00 P.M.	9100 block Edmonston Road. Robbery. The victim advised that he arranged to meet another subject over an internet dating site. After meeting the suspect at a residence a verbal dispute ensued, at which time the victim attempted to leave. The suspect blocked the victim from leaving, produced a hammer and announced a robbery. After giving money to the suspect, the victim left the residence. The suspect is described as a black male, 5'8", 125 pounds, with black hair. The incident was not reported for two days. Investigation is continuing.
02/07 6:00 P.M.	5800 block Cherrywood Lane. Possession of paraphernalia arrest. Muhammad Ibn Al Habib, 25, of Greenbelt was arrested and charged with Possession of Paraphernalia when he was found to be in possession of paraphernalia commonly used to smoke marijuana by an officer responding to report of suspicious persons. The suspect was released on citation pending trial.
02/08 2:52 A.M.	Area of Kenilworth Avenue and Greenbelt Road. DWI-DUI arrest. Carlos Edenilson Marquez Ramirez, 25, Silver Spring, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of a traffic violation. The suspect was released on citations pending trial.
02/09 2:04 A.M.	Area of Edmonston Road and Breezewood Drive. DWI-DUI arrest. Wanda Theresa Thorton, 42, of Greenbelt was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of a traffic violation. The suspect was released on citations pending trial.
02/11 10:40 A.M.	6200 block Springhill Drive. Vandalism. Unknown person(s) threw a brick through the living room window of a residence, shattering it.

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

02/05 3:38 P.M.	7400 block Greenbelt Road. Theft. Unknown person(s) took an unattended iPad from the IHOP Restaurant.
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***A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY***

# GREENBELT POLICE DEPARTMENT



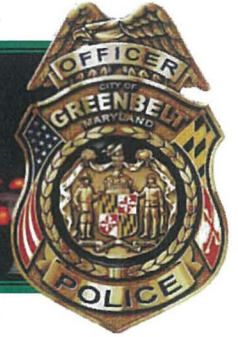
02/07 2:45 P.M.	7601 Hanover Parkway. Theft arrest. A 16 year old Greenbelt youth was arrested for Theft after he allegedly used another student's PIN number to make purchases at Eleanor Roosevelt Senior High School. The youth was released to a parent pending action by the School Board and the Juvenile Justice System.
02/07 7:30 P.M.	8000 block Mandan Road. Vandalism. Unknown person(s) used a rock to break out a glass patio window.
02/10 12:59 P.M.	Area of Hanover Parkway and Greenbelt Road. Possession of paraphernalia arrest. A 16 year old Upper Marlboro, MD youth was arrested for Possession of Paraphernalia after he ran from a police officer and was found to be in possession of paraphernalia commonly used to smoke marijuana. The youth was released to a guardian pending action by the Juvenile Justice System.

## Automotive Crime - City Wide

02/08	7200 block Hanover Parkway. Theft from auto. A rear tag, New York GEW9806, was taken from a vehicle.
02/08	6000 block Greenbelt Road. Vandalism to auto. Unknown person(s) used an unknown object to scratch the side of the victim's vehicle, damaging the paint.
02/10	7600 block Greenbelt Road. Theft from autos. The two victims were both pumping gas at the Exxon station at approximately 8:00 A.M. when the suspect entered the vehicles. The suspect removed a purse from one vehicle and a purse and an iPad from the second vehicle. The suspect, described as a black male, 5'6", wearing a black hooded jacket, fled the scene in a black in color Acura with tinted windows. The vehicle was driven by a second suspect described as a black male, no further.
02/11	500 block Crescent Road. Theft from auto. Unknown person(s) broke out the driver's side window and removed a purse from the front seat.
02/12	7300 block Morrison Drive. Stolen auto. A silver 2014 Toyota Camry 4-door, Maryland tags 8BE7820.



**A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY**



## CRIME REPORT TALLY SHEET

WEEK OF FEBRUARY 9, 2014

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	1	Transporting a Handgun in a Vehicle	
Attempt Armed Robbery		Reckless Endangerment	
Strong Armed Robbery		Emergency Commitment Petition	1
Attempt Strong Armed Robbery		Missing Person	
Burglary	1	Fraud	1
Attempt Burglary		Unattended Death	
Assault		Alcohol Violation	
Domestic		False Report	
Drugs	2	Harassment	
DUI/DWI	2	Field op (suspicious person)	
Theft	7	Notification for other agency	
Vandalism	2		
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	1
Trespass		Recovered Stolen Vehicles	
Disorderly Conduct		Recovered Stolen Tags	
Failure to Obey Lawful Order		Theft From Vehicles	4
Credit Card Offense		Attempt Theft From Vehicles	
Telephone Misuse		Attempt Theft of Vehicle	
Counterfeit Money	1	Vandalism to Vehicles	1
Suspicious Person		Accidents	6





# Department of Public Works

## February 14, 2014



### ADMINISTRATION

- Kenny Hall and Jim Sterling met with the City Manager regarding the budget.
- Jim Sterling attended a Capital Projects meeting.
- Jim Sterling continued oversight of PEPCO infrastructure work in the right-of-way.
- Jim Sterling met with the City Manager and Planning Director regarding garden boundary issues.
- Jim Sterling attended a meeting with the Assistant City Manager and the IT Director regarding the new generator.
- Kenny Hall and Jim Sterling met with the IT Director regarding departmental needs.

### STREET MAINTENANCE/SPECIAL DETAILS

- Took down unwanted signs.
- Prepared snow plowing equipment for the snow storm.
- Worked around the clock plowing and salting City streets starting Wednesday evening, continued throughout Thursday and into Friday.

### HORTICULTURE/PARKS

- Assisted with snow removal and salt distribution during and after the storm.
- Replaced a section of concrete floor in the weight room at the Youth Center.
- Repaired snow blowers during the snow storm.

### FACILITIES MAINTENANCE

- Worked with the contractor on wiring the generator at the City Office.
- Continued performing preventative maintenance on HVAC units in all City buildings.
- Assisted with snow removal and salt distribution.

### REFUSE/RECYCLING/SUSTAINABILITY

- Collected 26.19 tons of refuse and 11.6 tons of recyclable material.
- Attended Esri Federal GIS Conference on Feb 10 and 11. Esri is an international supplier of Geographic Information System software, web GIS and Geo-Database Management Applications. Brian Townsend, Kim Walsh, Alex Palmer and Luisa Robles were able to attend thanks to the partnership with CHEARS. As non-profits, we were invited to the conference free of charge.
- Attended the Council meeting on Monday to ask for support with the stipend of \$4,750 for the next Volunteer Maryland Coordinator. Kim Walsh and Alex Palmer also attended. Thank you to Council for request granted.
- Attended a meeting with Dr. Mark Imlay from Maryland Park and Planning who has been in charge of the Sierra Club's invasive species removal efforts in the area. We talked about environmentally friendly ways of controlling invasive species. Kim Walsh, Alex Palmer, Brian Townsend and Luisa Robles were present.



# **Greenbelt Recreation Department** **Weekly Report**

Week Ending February 14, 2014

## **ADMINISTRATION:**

- Staff met with Assistant City Manager to review capital project and building capital reserve budgets.
- Attended Youth Advisory Committee meeting this week.
- PRAB materials were prepared and sent out to the Board for our meeting on Wednesday, 2/19 at the Community Center at 7:30pm.
- Due to the inclement weather, the Contribution Group training that was scheduled for this week, was postponed to next week, Thursday, 2/20.
- Budget preparation continues despite the snowy weather. A second draft was completed and sent to Administration for our meetings scheduled for Tuesday, Wednesday and Thursday next week.

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

- Many classes and activities were postponed or canceled due to the inclement weather.
- Attended a department staff meeting on Tuesday, 2/11 held at the Youth Center.
- The 53rd annual Washington's Birthday marathon scheduled for Sunday, February 16th was cancelled this year due to inclement weather.

## **ARTS:**

- Winter classes currently in session include: Pre-School Art Exploration (full); Pre-School Music and Art; Afterschool Ceramic Handbuilding; Saturday Ceramic Handbuilding (full); Homeschool Wheel (full with a waitlist); Art Adventures at SHLES (with 22 students enrolled), at Greenbelt Elementary School and at Magnolia Elementary School; Watercolor Painting (new); Visual Arts Open Studio; Darkroom Open Studio; Sew for Charity; Ceramic Surface Intensive (full); Figurative Ceramic Handbuilding (full); Ceramics Open Studio (full with a waitlist); and Levels 1-4 Wheel classes (3 sections full). Three programs were cancelled and rescheduled this week due to weather.
- Registration is underway for spring arts programs and staff are assisting prospective students.
- The summer class schedule has been drafted and circulated among arts instructors.
- Production work and rehearsals are ongoing for the 2014 Greenbelt Youth Musical.
- The online application for the 2014/2015 Artist in Residence Program went live this week.
- Work continued on the FY15 Recreation Department budget.
- The installation of the next exhibition in the art gallery was rescheduled from Thursday to Saturday due to the weather. The incoming show "Intertidal Souls" will feature sculpture and collages by M. Jordan Tierney, and a workshop at the March 2 Artful Afternoon.

## **AQUATIC AND FITNESS CENTER:**

- Working with enerG Wellness to schedule delivery of 2 new Ellipticals
- Working on accomplishments for Director's budget report.
- Attended Departmental Supervisor meeting.
- Held full time employee staff meeting to discuss issues that arose from the Supervisor meeting.
- The hot tub received its bi-weekly cleaning.
- Sent out e-mail blast about spring children's swim lessons (Home School and Saturday) which start March 15. Current session will end February 22.
- Notified patrons via signage and e-mail blasts about change in operating hours due to inclement weather.

**COMMUNITY CENTER:**

- There are currently three Center Leader shifts open.
- Tickets for the Winter Youth Musical "Perseus and the Gorgon" are now on sale.
- Supervisor attended department meeting.
- The facility was closed Thursday and opened late Friday due to weather.
- Camp registration continues.
- Budget preparation continues.
- There were 6 facility permits processed.
- There were 2 private rentals and 12 pattern rentals.
- The following groups received free space: Golden Age Club, Greenbelt Writer's Group, Greenbelt Concert Band, Girl Scout Troop # 2799, Friends of the Greenbelt Museum, GAIL, Greenbelt Baseball, Charlestowne Village, Greenbelt Labor Day Committee, Girl Scouts of the National Capital Area.
- The following City groups received free space: Be Happy, Be Healthy Yoga, CARES, Youth Advisory Committee, Advisory Planning Board.