



July 2014

City of Greenbelt

www.greenbeltmd.gov

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p>*Tentative</p> <p>Weather Hotline – 301.474.0646</p>		1	2 8 pm – Executive Session – Personnel – CC	3	4 City Holiday	5
6	7 8 pm – Work Session – Greenway Center – MB	8	9 8 pm – Work Session - Ancestral Knowledge – CC	10	11	12
13	14 8 pm – Council Meeting – MB	15	16 7:20 - Interviews for Advisory Groups – Planning Office 8 pm – Work Session - Planning Board – CC	17	18	19
20	21 8 pm – Work Session – Planning Board – MB	22	23 8 pm – Work Session - w/ GATE – CC	24	25	26
27	28 8 pm – Work Session w/Franklin Park – MB	29	30 7:30 pm - Four Cities Meeting – Berwyn Heights	31	<p>MB – Municipal Building – 25 Crescent Road – 301.474.8000</p> <p>CC – Community Center – 15 Crescent Road – 301.397.2208</p> <p>Meetings subject to change Call 301.474.8000 for verification.</p>	

August 2014

City of Greenbelt

www.greenbeltmd.gov

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				*Tentative	1	2
3	4 8 pm – Work Session – w/ Board of Education – MB	5 8:30 am – 8:30 pm – Economic Development Focus Groups – MB 6 pm - National Night Out	6 9 am – 8:30 pm – Economic Development Focus Groups	7	8	9
10	11 8 pm – Council Meeting – MB	12	13 8 pm – Work Session – w/ *Civic Associations – CC	14	15	16
17	18 8 pm – Work Session – w/ *Prince George’s County Economic Dev. Corp. – MB	19	20 8 pm – Work Session – *Hotels – CC	21	22	23
24	25 8 pm – Work Session – MB	26	27 8 pm – Work Session – CC	28	29 Outstanding Citizen reception – MB	30

COUNCIL ACTION REQUESTS (CAR) REPORT

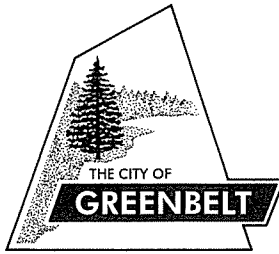
July 18, 2014

NO.	REQUESTED BY	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
2014						
16	Work Session	6/16	Draft action plan in response to Abell petition.	9/30/14	Mike	
15	Work Session	6/18	Update playground inventory – include surface material info and condition of equipment.	8/30/14	David	Met with Public Works 7/17/14.
14	M & C Meeting	6/4	Research the recall processes in other communities.	9/30/14	John	
13	Work Session	5/14	Explore with Green Ridge House the establishment of community gardens.	11/30/14	Kenny	Solicitation of interest has been placed in June/July newsletter.
12	M & C Meeting	4/28	Prepare response to petition for drinking fountain in Roosevelt Center.	7/30/14	Kenny	
11	Work Session	4/23	Communicate to HOAs appropriate mulching practices.	6/30/14	Kenny	Article printed in July newsletter.*
10	Work Session	4/23	Research whether city can/ should enforce recycling for multi-family housing.	6/30/14	Bob/John	
9	Work Session	4/2	Prepare report on impact of providing sick leave to non-classified employees.	9/30/14	David	
8	Work Session	3/26	Status of removing double poles.	4/30/14	Kenny	Email sent 4/3/14. Discussed at GHI Work Session (6/30). Letters sent to Comcast and Verizon 7/14/14. Verizon responded 7/15/14.
3	M & C Meeting	1/27	Implement recommendations on Police signage plan, plus add signage for Fire Station.	5/30/14	Kenny	
2	M & C Meeting	1/13	Refer to PSAC request to review and update city's emergency plan – include Ms. Mach's NLC handout.	5/30/14	Jim/Mary	Briefing set for September 2014 meeting.
2013						
50	Work Session	12/11	Check into NLC waterline insurance program.	1/30/14	Mike	

NO.	REQUESTED BY	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
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	
44	M & C Meeting	10/28	Develop policy on use of city property for festivals, gatherings, etc. – fees, set-up, clean-up, scheduling – Refer to PRAB, AAB and PSAC.	6/30/14	Julie	Draft received 5/29/14. Reviewed 7/1/14.
41	M & C Meeting	10/14	Prepare report on conditions and recent history of Greenbriar Park.	1/30/14	Kenny	
39	M & C Meeting	10/14	Prepare report on pros and cons of city having CB-89 type legislation by 12/30/13.	12/30/13	Bob/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	Bob	Met with City Solicitor on 9/11/13. Awaiting response from County Executive from 12/11/13 meeting.
12	M & C Meeting	4/22	Review and respond on proposal for campfire ring at Northway Fields.	6/30/13	Celia/Julie Kenny/Jim	In study.
10	Work Session	4/15	Develop volunteer brochure similar to Laurel's.	7/30/13	Liz	Second draft prepared 6/13/14.
2012						
39	M & C Meeting	11/26	Draft "Rules of Conduct" for Advisory Board/ Committee members.	1/30/13	Cindy	Forwarded in City Manager Report 7/11/14*
34	Work Session	9/19	Develop MOU with GATE re: equipment sharing and operational support; include cost of services.	1/30/13	Beverly	Work Session held 7/17/13. GATE revised MOU @11/21/13. Third draft in 2/7/14 City Mgr. Report. GATE revisions sent 4/11/14. Council Work Session set for 7/23/14.*

NO.	REQUESTED BY	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
30	Work Session	8/27	Recheck trash area behind New Deal/ Credit Union/ Joe's – look for ways to make more attractive – include merchants and Planning Department. (CAR 2009-14) - Check screening of dumpsters.	10/30/12	Kenny	Discussed @ 10/9/13 and 4/16/14 Work Sessions with merchants.
11	M & C Meeting	5/14	Review of City Code for outdated sections including whether bikes need to be registered.	12/30/12	Cindy	Funds budgeted for full update of Code in FY 2015.
5	M & C Meeting	3/12	Refer to P&CD, Rec. Dept., PRAB and YAC – Should there be a dog park in center part of city? Details in meeting minutes.	10/30/12	Celia/Julie	Changed due date to October 2012 due to workload.
4	M & C Meeting	1/9	Refer Sustainable Land Care Policy to ACT, Green ACES, YAC and FPAB for review and comment.	3/30/12	Cindy	Referred at 1/13/12. FPAB has reviewed @ 7/19/12. YAC submitted report @ 9/19/12. ACT did detailed review in July and August 2013 and has submitted revised version @ 10/29/13.
2011						
34	M & C Meeting	12/12	Begin work on Southway sign – Replace scratched glass ASAP.	6/30/12	Terri	Scratched glass replaced @ 1/6/12.
9	Work Session	6/13	Look at need for lighting along walkways between 11 and 13 Court Ridge. Also look at condition of existing lighting, walkway and vegetation. Further survey and referral to PSAC.	9/30/11	Mike	Checking power availability at 11 - 13 Courts.
2010						
42	Work Session	10/4	Implement a city employee identification card system.	4/30/11	Mary	In development @ 9/1/11. Draft proposal submitted by Human Resources @ 8/20/12.
32	Mayor Davis	6/25	Does city need its own ordinance to limit roadside solicitation per 2008 State law?	8/30/10	Bob	City Solicitor response in 9/3/10 City Manager Report. A city ordinance is being drafted.

NO.	REQUESTED BY	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
28	Work Session	6/9	Draft legislation to implement new planning authority (CB-16).	9/30/10	Bob	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.
2009						
11	M & C Meeting	4/27	Should there be benches and trash cans at bus stops on Southway between Ridge & Greenbelt Road?	9/30/09	Celia/Kenny	
9	M & C Meeting	4/13	Review Section 11 – 42 of City Code – parking - in light of Bare complaint - amend?	9/30/09	Celia	Matter discussed at 2/3/10 Work Session and continuing to be worked.



City Manager's Report Week Ending July 18, 2014

1. Attached is a copy of the invite letter and mailing list for the economic development focus groups. The letter was mailed this week.
2. Attached is a copy of the letter sent to Comcast and Verizon on the double pole issue raised at the meeting with GHI. Since receiving the letter, I have heard that Comcast finished moving its equipment about a month ago and that Verizon's representative will provide a status on moving its equipment.
3. The next Four Cities meeting is July 30. If you have agenda suggestions, please send them to Anne Marie or me.
4. Attached is a summary of a grant application partnering the Four Cities seeking funding for spay/neuter services. This subject will be on the Four Cities agenda for discussion. Kudos to Celia and Lauren Crossed, Animal Control Officer, for this initiative.
5. Along with Assistant City Manager and other staff, prepared for Capital Projects work session on Wednesday, July 16.
6. Enclosed is a draft cover letter for Council for the adopted budget. Please review it and forward any comments and edits to Anne Marie or me.
7. Attached is notification from KaBOOM! of the City's designation as a Playful City for 2014.
8. Met with Public Works Director, Assistant Director, Playgrounds Supervisor and Assistant City Manager on action plan following Council work session on playground surfacing.
9. Toured animal shelter with Director of Planning and Community Development.
10. Assistant City Manager
 - a. Advised Mayor King of Capitol Heights on potential grants for playgrounds.
 - b. Followed up on items following Capital Projects work session such as CDBG status.
 - c. Worked with Recreation Department on pass renewal for Shuttle UM program.
 - d. Notified Council Member Turner's office that request to use part of the logo was approved with the caveat that campaign materials not be included in the tote bag.
11. Finance Department
 - a. Completed preliminary revenue estimate for FY 2014 year-end
 - b. Continued audit preparations.
 - c. Completed confirmation letters related to audit.
 - d. Updated fixed assets records to reflect equipment which has been disposed or auctioned.

12. Information technology
 - a. Participated in Comcast Negotiation Team Mtg – Review / discuss Comcast’s proposal
 - b. Attended COG – CIO Mtg
 - c. Troubleshoot phone main line issue – Municipal Bldg
 - d. Updated NCIC access at work stations to reflect personnel changes at Police Department
 - e. Deployed 3 Windows 7 PCs
13. Anticipate finalizing employee identification proposal next week and Green Ridge House policies follow up by end of August.
14. Prepared for Council meeting of July 14, and work sessions of 7/16, 21 and 23.

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

July 17, 2014

Mr. Richard Vogel, Jr.
Whiting Turner
6305 Ivy Lane, #800
Greenbelt, MD 20770

Dear Mr. Vogel:

As you may be aware, the City of Greenbelt is in the process of developing a strategic plan for economic development. We have contracted with the Sage Policy Group of Baltimore to prepare an extensive market analysis that will be the foundation of the plan.

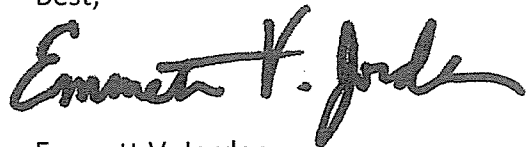
At the request of Sage, a set of focus groups will be conducted to garner feedback from key business leaders and stakeholders such as yourself. Focus groups will be divided into 5 sessions over the course of August 5th and 6th.

Your attendance is requested on August 5th, to participate in a focus group with other Greenbelt business leaders/community members. The focus group will take place at 8:30am and will last for approximately 90 minutes. The focus group will be conducted at the Greenbelt Municipal Building, 25 Crescent Road, Greenbelt, MD on the second floor in the City Council Room.

We would greatly appreciate your participation in the focus group. Please confirm your attendance at your earliest convenience by contacting Ms. Terri Hruby, Assistant Planning Director, at 301-345-5417 or thruby@greenbeltmd.gov. If you are unable to attend on the date or time specified, please contact Ms. Hruby and she will inform you of alternative dates and times. Also, if you are unable to attend a focus group meeting but wish to provide input you can participate in an on-line questionnaire that can be accessed through www.greenbeltmd.gov/econdev.

On behalf of the Greenbelt City Council, thanks for your help.

Best,

A handwritten signature in black ink that reads "Emmett V. Jordan". The signature is written in a cursive style with a large, sweeping initial "E".

Emmett V. Jordan
Mayor

Group 1 (20 invitees)

Mr. William Long
Greenbelt Marriott
6400 Ivy Lane
Greenbelt, MD 20770

Mr. H. Daniel Jobe, III
Capitol Cadillac
6500 Capitol Drive
Greenbelt, MD 20770

Mr. Venkat Subramanian, Pres.
Angarai International
7331 Hanover Pkwy. Suite C & D
Greenbelt, MD 20770

Mr. Bhaskar Ganti, CEO
International Software Systems
7337 Hanover Pwy. #A
Greenbelt, MD 20770

Mr. Kap Kapastin
Quantum Companies
1912 Del Ray Avenue
Bethesda, MD 20814

Ms. Holly Haley
Combined Properties
1025 Thom. Jefferson St NW #700
Washington, DC 20007

Mr. Carlo Colella, Vice President
Admin & Finance – Univ. of MD
132 Main Administration Bldg.
College Park, MD 20742

Mr. Thomas S. Bozzuto
The Bozzuto Group
7850 Walker Drive, Suite 400
Greenbelt, MD 20770

Mr. Richard Vogel, Jr.
Whiting Turner
6305 Ivy Lane #800
Greenbelt, MD 20770

Mr. B. Wayne Reznick, President
Martin's
6821 Dogwood Road
Baltimore, MD 21244

Ms. Gin Parks
Courtyard by Marriott Greenbelt
6301 Golden Triangle Dr.
Greenbelt, MD 20770

Mr. Kenneth Smondrowski
Mack-Cali
6305 Ivy Lane, Suite 710
Greenbelt, MD 20770

Ms. Michelle McGlothlin
Condominium Venture, Inc.
6300 Woodside Court, Suite 10
Columbia, MD 21046

Ms. Suzanne Holt, Managing Dir.
Lerner Corporation
2000 Tower Oaks Boulevard
Rockville, MD 20852

Mr. Paul Grenaldo, Chief Oper. Officer
Doctors Community Hospital
8118 Good Luck Road
Lanham, MD 20706

Mr. Kim Sims
Chesapeake Hospitality Mgmt.
6411 Ivy Lane, Suite 510
Greenbelt, MD 20770

Ms. Kathleen Knolhoff, MPH
Community Clinic, Inc.
8630 Fenton Street, #1204
Silver Spring, MD 20910

Mr. Christopher J. Scolese
Goddard Space Flight Center
Office of the Director
Greenbelt, MD 20770

Ms. Gail Comfort
Franklin Park
9230 Springhill Lane
Greenbelt, MD 20770

Mr. Joseph Spence, Area Director
Beltsville Agricultural Research Ctr.
10300 Balt. Blvd, Bldg 003, Rm 223
Beltsville, MD 20705

Group 2 (15 invitees)

Mr. Victor P. Lopez
Columbia Bank
7505 Greenway Center Drive
Greenbelt, MD 20770

Ms. Cynthia Comproni
Greenbelt Federal Credit Union
112 Centerway
Greenbelt, MD 20770

Ms. Gwen Vaccaro
Pleasant Touch by Gwen
8 D Hillside
Greenbelt, MD 20770

Mr. Mark Fuerst
Columbus Technologies
7500 Greenway Ctr. Dr
Greenbelt, MD 20770

Mr. Paul Sanchez
P&G Theatres
P.O. Box 1746
Silver Spring, MD 20915

Mr. Douglas Erdman
Community Realty Company
6305 Ivy Lane, Suite 200
Greenbelt, MD 20770

Mr. Pete Repole
Three Brothers
6160 Greenbelt Road
Greenbelt, MD 20770

Gillian Outlaw, Manager
Starbucks
7541 Greenbelt Road
Greenbelt, MD 20770

Mr. Leonard Wallace
Realty 1
109-B Centerway
Greenbelt, MD 20770

Mr. Nitin Baviskar, COO
PN Automation
6411 Ivy Ln. #410
Greenbelt, MD 20770

Mr. Bob Davis
Greenbelt Co-Op Supermarket
121 Centerway
Greenbelt, MD 20770

Mr. Santhosh Samuel Jackson
Silver Diner
6040 Greenbelt Road
Greenbelt, MD 20770

Mr. Michael Consalvo
Old Line Bank
6421 Ivy Lane
Greenbelt, MD 20770

Mr. Alan Rubin
Greenbelt Travel
6411 Ivy Ln. #106
Greenbelt, MD 20770

Pollo Cabana
7423 Greenbelt Rd.
Greenbelt, MD 20770

Group 3 (20 invitees)

Ms. Barbara Simon
Greenbelt Comm. Devl. Corp.
121 Lastner Lane
Greenbelt, MD 20770

Mr. Thomas Crandall, Chair
Greenbelt East Advisory Comm.
2115 East Lombard Street
Baltimore, MD 21231

Mr. Charles Jackman, Chair
Advisory Committee on Trees
7100 Mathew Street
Greenbelt, MD 20770

Ms. Coleen Chernikoff, Chair
Employee Relations Board
210 Lastner Lane
Greenbelt, MD 20770

Mr. John Lippert, Chair
Green ACES
45 Lakeside Drive
Greenbelt, MD 20770

Ms. Paula Williams, Chair
Senior Citizens Advisory Comm.
7310 Mandan Road
Greenbelt, MD 20770

Mr. Bill Duncan
Friends of Still Creek
13-D Ridge Rd
Greenbelt, MD 20770

Ms. Norma Ozur, President
Greenbelt Arts Center
P.O. Box 293
Greenbelt, MD 20768-0293

Mr. Brian Gibbons, Chair
Advisory Planning Board
9133 Edmonston Terr., #304
Greenbelt, MD 20770

Ms. Pamela Gregory, Chair
Board of Elections
18 Woodland Way
Greenbelt, MD 20770

Ms. Sieglinde Peterson, Chair
Ethics Commission
10 Lakeview Circle
Greenbelt, MD 20770

Ms. Lola Skolnik, Chair
Park and Recreation Adv. Brd.
8 A Ridge Road
Greenbelt, MD 20770

Mr. Patrick Gleason, Chair
Youth Advisory Committee
7814 Lakecrest Drive
Greenbelt, MD 20770

Ms. Vicky Hageman
CCRIC
P.O. Box 1032
Greenbelt, MD 20768-1032

Ms. Suan Breon, Chair
Advisory Committee on Education
3 Greenknolls Place
Greenbelt, MD 20770

Ms. Tatiana Ausema, Chair
Arts Advisory Board
12 Lakeside Drive
Greenbelt, MD 20770

Mr. Richard Ransom, Chair
Community Relations Adv. Brd.
16 G Ridge Road
Greenbelt, MD 20770

Mr. Robert Snyder, Chair
Forest Preserve Advisory Board
12 A Hillside Road
Greenbelt, MD 20770

Ms. Laura Kressler, Chair
Public Safety Advisory Committee
10 P Plateau Place
Greenbelt, MD 20770

Ms. Mary Lou Williamson
Editor, News Review
15 Crescent Rd. #100
Greenbelt, MD 20770

Group 4 (20 invitees)

Mr. Benjamin Boscolo
Chasen & Boscolo
7852 Walker Drive, Suite 300
Greenbelt, MD 20770

Ms. Constance McClung
Target
6100 Greenbelt Road
Greenbelt, MD 20770

Mr. Larry Taub
O'Malley Miles Nysten Gilmore
11785 Beltsville Dr.
Calverton, MD 20705

Mr. Bruce L. Marcus
Marcus Bonsib LLC
6411 Ivy Lane, Suite 116
Greenbelt, MD 20770

Honorable Ingrid M. Turner
Prince George's County Council
14741 Gov. Oden Bowie Dr.
Upper Marlboro, MD 20772

Mr. Kevin Kennedy
NAI Michael
10100 Business Pwy.
Lanham, MD 20706

Ms. Brandi Petway
Giant Food
6000 Greenbelt Road, #3
Greenbelt, MD 20770

Mr. Garth Beall
Renard Development
6411 Ivy Lane, Suite 200
Greenbelt, MD 20770

Goode Companies
6305 Ivy Lane
Suite 720
Greenbelt, MD 20770

Mr. Greg Ten Eyck
Safeway Inc./Eastern
4551 Forbes Blvd.
Lanham, MD 20706

Ms. Faye Njaka
Maryland DBED
401 E. Pratt St.
Baltimore, MD 21202

Mr. Derrick Seegars
Lancaster Bible College
7852 Walker Dr.
Greenbelt, MD 20770

Mr. Eldon Ralph, General Mgr.
Greenbelt Homes, Inc.
Hamilton Place
Greenbelt, MD 20770

Dr. Gerald Thompson
Pearle Express
5900 Greenbelt Road
Greenbelt, MD 20770

Mr. H. Walter Townshend, III
B-W Corridor Chamber
312 Marshall Avenue, Suite 104
Laurel, MD 20707

Mr. Tom Carr
Carr Astronautics
6404 Ivy Lane, Suite 333
Greenbelt, MD 20770

Ms. Gwen McCall, CEO
Prince George's County EDC
1801 McCormick Dr. #350
Largo, MD 20774

Mr. Matt Neitzey
Prince George's Visitors Bur.
9200 Basil Ct. #101
Largo, MD 20774

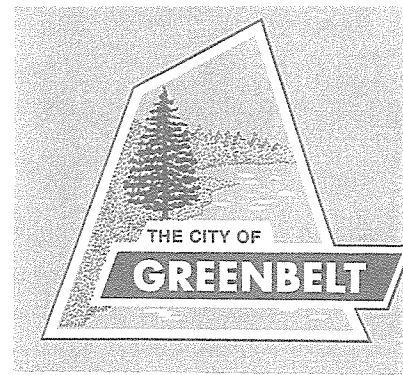
Mr. David Iannucci, Asst. Director
Prince George's County
14741 Gov. Oden Bowie Dr.
Upper Marlboro, MD 20772

Mr. Steve Skolnik, President
Greenbelt Homes, Inc.
Hamilton Place
Greenbelt, MD 20770

CITY OF GREENBELT, MARYLAND

OFFICE OF THE CITY MANAGER

25 CRESCENT ROAD, GREENBELT, MD. 20770



Mr. Sean Looney
Vice President – State Government Affairs
Comcast
27 Francis St.
Annapolis, MD 21401

July 14, 2014

Michael P. McLaughlin
City Manager

Dear Mr. Looney:

Over the past three years, Pepco has been conducting its Reliability Enhancement Project in Greenbelt. Pepco's portion of the work was completed a number of months ago. One aspect of the project which remains is the transfer of non-Pepco owned equipment from the old pole to the new pole, so the old pole can be removed.

It is the City's understanding that your firm has 60 to 90 days to transfer your equipment from the time that Pepco notifies you that equipment can be transferred and that notification has occurred more than 90 days ago.

The presence of double poles in our community is unsightly and needs to be corrected. I specifically call your attention to the 100 block of Northway in Greenbelt where there are 12 double poles in a one block location. Please provide a status report on the schedule for the transfer of your equipment to the new poles within the City of Greenbelt by August 8, 2014.

If there are any questions, please contact Jim Sterling, Assistant Public Works Director, at 301-474-8004.

Sincerely,

Michael McLaughlin
City Manager

Cc: City Council
Kenny Hall, Public Works Director
Jim Sterling, Assistant Public Works Director
Celia Craze, Planning and Community Development Director
David Moran, Assistant City Manager
Eldon Ralph, General Manager, Greenbelt Homes Inc.



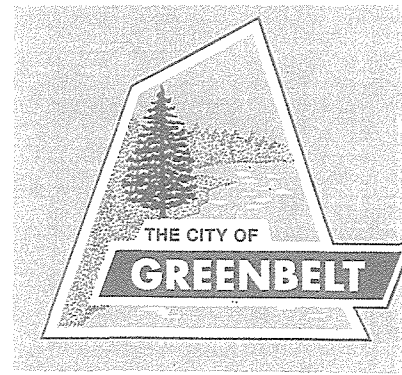
A NATIONAL HISTORIC LANDMARK
75th Anniversary — 1937-2012
PHONE: (301) 474-8000 www.greenbeltmd.gov



CITY OF GREENBELT, MARYLAND

OFFICE OF THE CITY MANAGER

25 CRESCENT ROAD, GREENBELT, MD. 20770



Mr. Tabb J. Bishop
Vice President – State Government Affairs
Verizon
1 East Pratt St. 8th Floor
Baltimore, MD 21202

July 14, 2014

Michael P. McLaughlin
City Manager

Dear Mr. Bishop:

Over the past three years, Pepco has been conducting its Reliability Enhancement Project in Greenbelt. Pepco's portion of the work was completed a number of months ago. One aspect of the project which remains is the transfer of non-Pepco owned equipment from the old pole to the new pole, so the old pole can be removed.

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If there are any questions, please contact Jim Sterling, Assistant Public Works Director, at 301-474-8004.

Sincerely,

Michael McLaughlin
City Manager

Cc: City Council
Kenny Hall, Public Works Director
Jim Sterling, Assistant Public Works Director
Celia Craze, Planning and Community Development Director
David Moran, Assistant City Manager
Eldon Ralph, General Manager, Greenbelt Homes Inc.



A NATIONAL HISTORIC LANDMARK

75th Anniversary — 1937-2012

PHONE: (301) 474-8000 www.greenbeltmd.gov



**City of Greenbelt, Maryland
Memorandum**

TO: Michael P. McLaughlin, City Manager *MPM*
FROM: Celia W. Craze, Planning and Community Development Director
DATE: July 18, 2014
SUBJECT: State of Maryland Spay/Neuter Grant Application

The State of Maryland has advertised for grant applications to fund programs, training, and equipment acquisition for no or low-cost spay/neuter programs. Grant applications are due on August 6, 2014.

We have been working on an application to fund no cost spay-neuter voucher program for at-need households. A small steering committee consisting of several volunteers, Vivian Cooper (Animal Control Office for College Park), Lauren Crossed and myself, are working to prepare the application.

As the grant is intended for at-need households, we have broadened the geographic area covered by the grant application to include College Park, Berwyn Heights and New Carrollton. College Park and New Carrollton have agreed to partner on this grant application. Mayor Calvo from Berwyn Heights expects to secure Berwyn Heights Council approval to partner at the town council meeting on Monday, July 21.

In addition to these four cities, GHI has agreed to partner as well as Franklin Park. Franklin Park will be offering temporary decreases in the animal fee for renters for those households that participate in the grant program.

At this time we are looking at a grant request of \$75,000 and a target of 750 spay/neuter procedures. We plan on operating a voucher system with vouchers redeemable at Spay Now Animal Hospital in Laurel.

There should be no direct cost to any of the cities associated with participation in this program.

As we have received responses from College Park, New Carrollton and Berwyn Heights (tentative at this time) indicating support of the grant application, we would like to submit the grant application as a Four Cities initiative. In my informal discussions with the grant administrator from the State of Maryland, this partnership among cities will create a very strong grant application.

June 4, 2014

Dear Fellow Greenbelt Citizens:

Enclosed is the City of Greenbelt's Adopted Budget for the fiscal year beginning July 1, 2014, and ending June 30, 2015 (FY 2015). The City Manager submitted a proposed budget to the City Council on March 24, 2014. The City Council held ten work sessions, as well as two public hearings, in April and May. As always, your interest and comments during this process were greatly appreciated.

Like many of you, the City's finances continue to be impacted by the 2008 recession and slow recovery from that recession. As was noted last year, while it appears the national economy is improving, it will likely be at least two (2) years until the City experiences fiscal growth or expansion due to a better economy.

In FY 2015, the City is expecting a slight increase (3.6%) in the total assessed value of real property in Greenbelt compared to the previous year. This increase is coming almost exclusively from the value of apartments in Greenbelt which have increased over 10%. While this is good news, by way of comparison, the total assessed value in FY 2015 is 10% lower than just two years ago and 14% lower than six years ago (FY 2009).

During FY 2014, the City had an Organizational Assessment done by the Matrix Consulting Group. The Matrix Group was generally complimentary of the City organization and the quality level of service provided. This point was reinforced in the survey questionnaire made available during the City election last November. Eight hundred ninety-three (893) residents completed the questionnaire and gave City services an average score of 4.23 on a five (5) point scale, meaning that over 85% of respondents rated City services as "Excellent" or "Good". Of the 41 services rated, 34 had higher scores in 2013 than 2011. Matrix did note, however, that additional staff is needed in a number of areas if the City is to maintain its quality services.

Largely in response to the Matrix study, but also in recognition that City staffing is seven (7) positions fewer than in FY 2009, in adopting the budget, three (3) additional positions were funded resulting in a tax rate increase of $\frac{3}{4}$ cent.

Looking forward, the coming fiscal year will see some notable accomplishments such as completion of Phase 1 of the Greenbelt Theater renovation, construction of a new playground in the Belle Point neighborhood, creation of an economic development strategy for the City and the opening of a French Immersion school in the old Greenbelt Middle School. Further, we are encouraged by the new housing construction occurring at the Greenbelt Station South Core, and hopeful that the Greenbelt Metro Station area will be selected as the location for a new headquarters for the Federal Bureau of Investigation.

We are grateful for the trust and support you give us as your elected representatives. We thank you for all you do to keep Greenbelt GREAT!

Sincerely,

Emmett V. Jordan, Mayor

Judith F. Davis, Mayor Pro-Tem

Konrad E. Herling, Council Member

Leta M. Mach, Council Member

Silke I. Pope, Council Member

Edward V.J. Putens, Council Member

Rodney M. Roberts, Council Member



it starts with a
playground.

July 7, 2014



Mayor Emmett Jordan
25 Crescent Road
Greenbelt, Maryland 20770

Dear Mayor Jordan,

Congratulations! Greenbelt has shown itself to be at the vanguard of a growing group of communities working to ensure that kids get the balanced and active play they need to thrive by making play a priority in their city or town. KaBOOM! is thrilled to recognize Greenbelt as a 2014 Playful City USA. This year, our Playful City USA initiative, sponsored by the Humana Foundation, recognizes 212 cities and towns – including Greenbelt – for their innovative work to strengthen their communities through play, setting an important example for local governments across the nation to follow.

By doing its part to make it easy for all kids to get the play they need to thrive – what we call Playability – Greenbelt is moving the needle on the numerous challenges that play can help to solve. Play is a powerful part of the solution to pressing local challenges, from building the 21st century skills of problem-solving, collaboration, creativity and resilience to addressing childhood obesity to revitalizing communities into kid-friendly, family-friendly environments that give communities a competitive advantage in attracting and retaining residents and businesses.

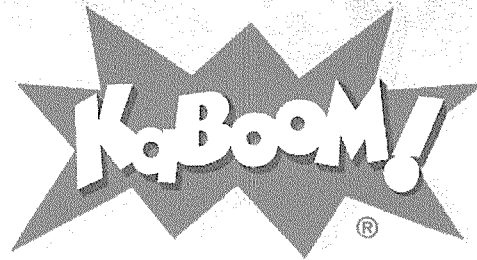
Playability is gaining traction and attracting media attention across the nation, including the Chicago Tribune, Associated Press, Pittsburgh Post-Gazette, and Huffington Post, thanks to the great work of your community and the other 211 Playful City USA honorees. KaBOOM! looks forward to continuing to shine the light on Greenbelt's accomplishments throughout the year, and to sharing the playful innovations that you and your peers are developing to create vibrant, livable and family-friendly communities.

Once again, congratulations on Greenbelt's designation as a 2014 Playful City USA! I wish you great success in your efforts to increase play within Greenbelt and anticipate your continued leadership on making Playability the norm in cities across the country.

Yours in play,

A handwritten signature in black ink, appearing to read "Darell Hammond". The signature is fluid and cursive, with a long, sweeping tail on the final letter.

Darell Hammond
CEO and Founder, KaBOOM!



play matters for all kids

KaBOOM! presents this
Certificate of Recognition
as a

2014 Playful City USA

to the community of
Greenbelt, MD

We commend Greenbelt for its remarkable work to increase playability and for taking bold steps to ensure that all children have easy access to balanced and active play.



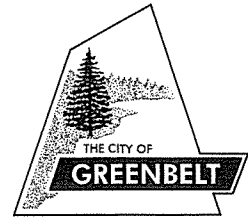
A handwritten signature in black ink, appearing to read "Darell Hammond", written over a horizontal line.

Darell Hammond, Founder & CEO, KaBOOM!

Humana
Foundation

WEEKLY REPORT

Planning and Community Development
The Week Ending: Friday, July 18, 2014



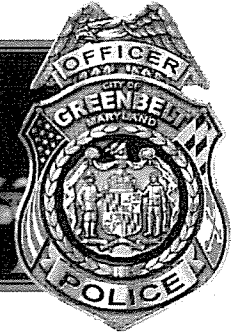
The following items highlight the various activities of the staff of Planning and Community Development for the past week.

CODE ENFORCEMENT

<i>Commercial Properties:</i>	<i>Hanover Office Park, Beltway Plaza, and Greenway Center Drive were inspected.</i>
<i>Rental Property:</i>	<i>Ten rental properties were inspected; and Two rentals were re-inspected.</i>
<i>Permits:</i>	<i>Five permits were issued – two residential electrical, one commercial electrical, one sign, and one residential for installation of solar panels.</i>
<i>Complaints:</i>	<i>Two complaints were investigated regarding bed bug infestation and water leak from unit above; and Three prior complaints were re-inspected.</i>
<i>Animal Control:</i>	<i>One dog was transported to Virginia; Two mole traps investigated; One bat removed from residence and transported to Prince George's County for testing; Two animal bites were investigated; One cat found running-at-large; and Shelter volunteers brought adoptable animals to the movie night in front of the Aquatic and Fitness Center.</i>
<i>Meetings:</i>	<i>Staff Attended: Roosevelt Center Accessibility Walk Through – Citizens and Council. Staff Met With: Steering Committee to discuss application/ grant for the spay/neuter program.</i>

07/18/2014
P&CD WEEKLY REPORT CONT...

Planning Projects: Responded to zoning inquiries;
Inspected Animal Shelter with City Manager;
Worked on Program Open Space documents for new roof at the Aquatic and Fitness Center;
Worked on materials for the Springhill Drive Safe Routes to School project;
Worked on economic development focus group meeting plan;
Lastner Lane – Citizen Speed Concerns Letter;
Parkway and Crescent Road Sightline and Stopping Distance memo submitted; and
Cherrywood Lane and Hamilton Parkway-Bike Lane Painting Map for Public Work/Preparation for Advisory Plan Board meeting (APB);



CRIME REPORT

JULY 13, 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

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.

CITIZEN ADVISORY

There have recent reports of salespeople going door-to-door in Greenbelt with offers to provide residential electricity at a reduced rate. They often produce a letter purported to be from PEPCO. PEPCO has advised that they do not go door-to-door. Any correspondence is mailed to its customers. If these salespeople come to your residence, it is recommended that you call the police at 301-474-7200. Do not let them into your home, nor should you provide them with any personal information.

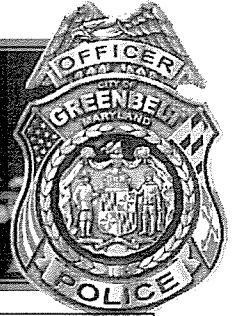
CENTER CITY

07/12	7800 block Kenilworth Avenue. DWI/DUI arrest. Kirkland Pericual Forbes, 36, of Hyattsville, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges after being stopped for a traffic violation. The suspect was released on citations pending trial.
1:15 A.M.	



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



07/13 4:51 A.M.	6400 block Capitol Drive. Theft. Unknown person(s) removed the ATM machine from the T.G.I.Friday's Restaurant. The machine was recovered the same morning by the Anne Arundel County Police Department in the area of Dorsey Run Road and Brock Bridge Road. No arrests.
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07/16 1:58 A.M.	100 block Centerway. Attempt burglary. Unknown person(s) used a rock to break the front door of the Mini Mart. Entry was not gained.
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FRANKLIN PARK/BELTWAY PLAZA/GREENBELT METRO/CAPITOL OFFICE PARK

07/10 7:29 P.M.	6000 block Greenbelt Road. DWI/DUI arrest. Abel De Jesus Agosto-Martinez, 22, of Greenbelt was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of a motor vehicle accident investigation. The suspect was released on citations pending trial.
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07/12 12:45 P.M.	9100 block Springhill Lane. Theft. Two handguns were taken from a residence.
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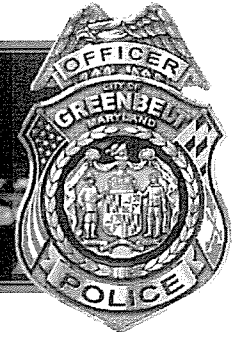
07/12 1:15 P.M.	6100 block Springhill Terrace. Attempt burglary. Unknown person(s) removed screens and broke out two windows. Entry did not appear to have been gained.
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07/14 8:30 P.M.	6000 block Springhill Drive. Burglary arrest. Jonathan Marshall Walko, 29, of no fixed address, was arrested and charged with 4 th Degree Burglary and Trespass. The victim advised that she had earlier observed the suspect playing with her children outside. The victim told her children to come inside, as she did not know the suspect. A short time later the victim observed the suspect inside her house after she had come in. The suspect advised that he was hungry. The victim gave the suspect some food and he then left the residence. The suspect was located nearby and was arrested. The suspect was released to the Department of Corrections for a hearing before a District Court Commissioner.
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A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



GREENBELT EAST/GREENWAY SHOPPING CENTER

07/11 2:12 A.M.	7900 block Goodluck Road. Possession of marijuana arrest. Hector Ubiel Saldana Lima, 23, of Lanham, MD was arrested and charged with Possession of Marijuana after the officer observed the suspect rolling what appeared to be a marijuana cigarette. The suspect was released on citation into the custody of the Prince George's County Sheriff's Department for service of an open arrest warrant.
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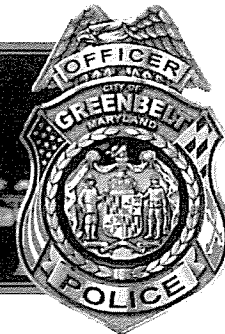
Automotive Crime - City Wide

07/0	Area of Ora Glen Drive and Greenbrook Drive. Theft from auto. Tires and rims were taken from a vehicle.
07/11	20 court Ridge Road. Vandalism to auto. Unknown person(s) scratched the paint on a vehicle.
07/12	7200 block Hanover Drive. Theft from auto. A rear window was broken out. Diapers and wipes were taken.
07/12	7200 block Hanover Drive. Theft from auto. A rear window was broken out. Candles were taken.
07/12	9100 block Edmonston Road. Vandalism to auto. A window was broken.
07/13	9100 block Edmonston Terrace. Theft from auto. Two tags, Maryland 1FDW39, were taken.
07/14	Recovered stolen auto. A 2012 Toyota Highlander SUV, reported stolen July 2 nd from the 7600 block of Greenbelt Road was recovered this date by the Bowie Police Department in the 1300 block of Durham Drive, Bowie, MD. No arrests were made. The tags on the vehicle at the time of theft, Maryland LEP0553, were not recovered and are still out as stolen.
07/15	7700 block Cloister Place. Attempt theft from auto. Unknown person(s) attempted to remove tires and rims from a vehicle, but were unsuccessful due to wheel locks on the rims.
07/16	17 court Ridge Road. Recovered stolen auto. A 2000 Dodge Intrepid 4-door, stolen from the 100 block of Westway. The vehicle was recovered prior to it having been reported stolen. No arrests.
07/16	7800 block Mandan Road. Stolen motorcycle. A black 2012 Suzuki GSX Motorcycle, Maryland tag 05431Y.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



CRIME REPORT TALLY SHEET

WEEK OF JULY 13, 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 (Feral cat, Schrom Hills, ran away)	1
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	1	Fraud	3
Attempt Burglary	2	Unattended Death	
Assault		Alcohol Violation	
Domestic	1	False Report	
Drugs	1	Harassment	
DUI/DWI	2	Field op (suspicious person)	4
Theft	4	Notification for other agency	
Vandalism			
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	2
Trespass		Recovered Stolen Vehicles	2
Disorderly Conduct		Recovered Stolen Tags	
Failure to Obey Lawful Order		Theft From Vehicles	4
Credit Card Offense		Attempt Theft From Vehicles	1
Telephone Misuse		Attempt Theft of Vehicle	
Counterfeit Money		Vandalism to Vehicles	2
Suspicious Person		Accidents	6



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

Department of Public Works

Week Ending July 18, 2014



ADMINISTRATION

- Jim Sterling met with the electrical contractor regarding layout and lighting options for the pervious path from Franklin Park to Cherrywood Lane at the Springhill Lake Recreation Center.
- Jim Sterling provided inspection services at the Safe Routes to School project on Springhill Drive.
- Jim Sterling supervised the concrete contractor who is doing miscellaneous concrete work.
- Jim Sterling continued project management, oversight and met with a group of concerned citizens about ADA issues for the Theater project.
- Kenny Hall, Jim Sterling and Mary Johnson conducted interviews for the Building Maintenance Supervisor position.

STREET MAINTENANCE/SPECIAL DETAILS

- Checked for graffiti and took down unwanted signs.
- Pushed debris at the Northway Fields compost site.
- Cleared storm drains around the city.
- Repaired pot holes around the city.
- Cleaned all outfalls of debris.
- Worked on the Schrom Hills Park gravel path.
- Dug a swale on Hanover Parkway.
- Supervised the contractors on sidewalk repair at Schrom Hills Park and on Parkway.
- Cleaned and cleared underpasses.
- Cleaned bay.
- Put out barrels for the Farmer's Market on Sunday.

FACILITIES MAINTENANCE

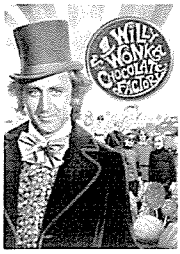
- Replaced chair mats at the Police Station.
- Made restroom repairs in the club house at the Springhill Lake Recreation Center.
- Checked for roof leaks at the Greenbelt Theater.
- Repaired an HVAC unit in Room 116 in the Community Center.
- Assisted Verizon with installing cable in the Adult Day Care Center at the Community Center.
- Finished painting the Council Room.

REFUSE/RECYCLING/SUSTAINABILITY

- Collected 28.04 tons of refuse and 14.16 tons of recyclable material.
- Attended the July 14 Council meeting. There is a group of organizations collaborating on a living wall to be located at the Springhill Lake Recreation Center.
- Coordinated and led a training session for recycling volunteers for the Labor Day Festival on Tuesday evening.
- Printed and distributed flyers for the Farmer's Market Rain Barrel event for Sunday; also distributed flyers advertising for a new Volunteer Maryland Coordinator, and flyers advertising the Electronics Recycling Day to be held next Saturday, July 26.
- Attended COG's recycling meeting via a webinar on Thursday.
- Received and signed the paperwork for the indoor pool rebate from Pepco. They have agreed to \$5,309.82.
- Attended an event at Franklin Park on Friday to share information about recycling at the apartments and at our drop-off location.
- Planned and will attend a rain barrel demonstration at the Farmer's Market on Sunday.

HORTICULTURE/PARKS

- Park areas and athletic fields were mowed.
- Prepared Northway Fields for adult kickball league games.
- Serviced numerous citizen chipper requests.
- Removed rotted exterior wood panels at the Aquatic & Fitness Center.
- Installed a new sub-roof and shingles on a bulletin board in Greenspring.
- Seating arrangements have been modified at the bus stop at Gardenway and Crescent Road, improving accommodations for handicapped riders.
- Continued pulling weeds in playgrounds.
- Inspected and replaced worn flags, rope and snap hooks on City flagpoles.
- Continued to gather information on the Schrom Hills Park fitness course project.



Greenbelt Recreation Department

Weekly Report

Week Ending July 18, 2014

ADMINISTRATION

- Staff met to review part-time pay scale as relates to minimum wage increase in October of this year.
- Met with representative from group planning a community event in Greenbelt.
- Attended pool staff in-service training at the Aquatic and Fitness Center.
- Final paperwork was sent to M-NCPPC in support of the FY14 grant monies. Staff will be completing the FY15 contracts in time for their August deadline.
- Welcome letter was sent out to welcome the new PRAB member who was recently appointed.
- Registered for the Let's Move Cities, Towns and Counties webinar scheduled for July 21. The main focus of the webinar will be to review the updates to Goal number 3.
- Contribution Group grant notices were mailed.

YOUTH CENTER

- Continued to assist in developing the Fall Activity Guide.
- The first week of session III came to an end in grand fashion. Jungle John visited camp with all his exotic animals. The camp sleepover was held Thursday night followed by the camp cookout at Buddy Attick Lake Park on Friday. Thanks to our head chef (Gaye Houchens) who prepared breakfast and lunch for many staff and campers.
- Mom's Morning Out pre-school program registration information was prepared. Registration begins next week.
- Prepared information for the Labor Day pullout.
- The fifth Moonlit Movie, Willie Wonka and the Chocolate Factory, takes place on Saturday. This will be the last of the 9pm start times. The next movie is scheduled on August 2 and will begin at 8:30pm.

ARTS

- The Arts Program is supporting Creative Kids Camp by running a teen internship program creating props and costumes for the camp shows. Projects for session 3 include three Pig-mee masks, an art deco crown and cape for Queen Progressiva, a cell phone tower headdress for Prattler Multichat, and space-aged "crystal" bangles for the Havalot camper group. Participating staff and interns also run the dressing room for dress rehearsals and shows each session and are coordinating official show photography. Additional arts program support for CKC includes weekly camp ceramics classes and daily Clay at the End of the Day hand-building and wheel classes (oversubscribed with a waitlist).
- A leak occurred from the overhead plumbing in room 116 of the Community Center, (the stagecraft production studio) related to the HVAC system.
- A kiln was repaired and will be undergoing a test fire.
- Now on view at the Community Center Art Gallery: *Show Me a Story – Works from the Maryland Institute College of Art Illustration Department*. Featured artwork includes drawings, paintings and digital art created for children's picture books, interactive children's e-books, role playing games and animated film, as well as hand-made character plush toys and more. The show continues through August 15.
- Staff are working with Therapeutic Recreation colleagues to develop a group exhibition and associated Explorations Unlimited artists' talk and reception for Active Aging Week.
- Fall programs have been set up in Rec Trac and staff are assisting with the development of the fall brochure.

AQUATIC AND FITNESS CENTER

- Hosted a swim-a-thon for the Greenbelt Swim Team on July 16 in the outdoor pool from 8pm-10pm.
- The hot tub received its bi-weekly cleaning.
- Weekday Session 2 children's swim lessons finished July 18. Registration starts July 19 for Greenbelt residents and pass holders; open registration starts July 22.
- Sent out e-mail blast about news and events at GAFC.
- The indoor pool closed for about 2½ hours on Wednesday morning following a fecal contamination. The outdoor pool was opened at that time, and children's lessons and all lap swimmers moved outside. The change in venue for swim lessons was billed as "Wacky Wednesday" which delighted children and parents.
- Will host "Family Fun Night" on July 18 from 8pm-10pm in the outdoor pool; admission is \$5.00 for a family.
- A drop-in Aqua Zumba class is scheduled for the outdoor pool on Saturday, July 19 from 11am-12pm.
- The indoor pool will be closed for annual cleaning starting Sunday, August 17 at 8pm and scheduled to re-open on Monday, August 25 at 6am. The Fitness Wing will be closed Monday, August 18 and Tuesday, August 19 for annual cleaning. Pass holders were notified by an e-mail blast; signs will also be posted at the facility.