



Im looking for...

THE CITY OF

GREENBELT

MARYLAND

GOVERNMENT

CITY SERVICES

COMMUNITY

VISITING

I WANT TO...

November 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	01 Teens and Twenties Music Festival 4pm-12am Roosevelt Center Chinese/English Preschool Storytime Ghoul Skate Party 1-3pm SHL Capture the Pumpkin 2pm GAFC Moonlit Movie-Hotel Transylvania-7pm-YC
02 Teens and Twenties Music Festival 4pm-12am Roosevelt Center Greenbelt Farmers' Market 10am-2pm Artful Afternoon- Greenbelt Dances! Expo 1-4pm; CC	03	04 Public Safety Advisory Committee-- 7:00 PM, CC Gubernatorial General Election	05 Work Session- Economic Development Consultant 8pm CC	06 Free Produce Distribution PGCPS Special Education Listening Session 6:30pm GMS	07	08 Veteran Stand Down and Homeless Resource Day 10am-4pm
09 Greenbelt Farmers' Market 10am-2pm	10 Youth Advisory Committee Meeting-- 6:30 PM, SHL Regular Meeting--8:00 pm, MB	11 Veterans Day- City Holiday; Office Closed	12 Work Session with South Core Builder -- 8:30pm; CC Fall Family Fit Night Challenge 6-8pm YC	13	14	15
16 Greenbelt Farmers' Market	17 Work Session re: Forest Preserve Maintenance and Management Guidelines 8pm MB	18 Advisory Committee on Trees 7pm PW National League of Cities, Annual League of Cities; Austin, Texas	19 Senior Citizens Advisory Committee 7:00 pm; CC Advisory Planning Board, 7:30pm CC Park & Recreation Advisory Board 7:30pm; CC National League of Cities, Annual League of Cities; Austin, Texas	20 Forest Preserve Advisory Board-- 7:00 PM; CC National League of Cities, Annual League of Cities; Austin, Texas	21 National League of Cities, Annual League of Cities; Austin, Texas	22 National League of Cities, Annual League of Cities; Austin, Texas Bake Sale to Benefit Greenbelt Animal Shelter
23 Greenbelt Farmers' Market	24 Regular Meeting--8:00 pm, MB	25 Greenbelt Advisory Committee on Environmental Sustainability-- 7:30 PM; CC	26	27 Thanksgiving- City Holiday-- Office closed Gobble Wobble 9-11am YC	28 Thanksgiving- City Holiday-- Office closed	29
30	01	02	03	04	05	06





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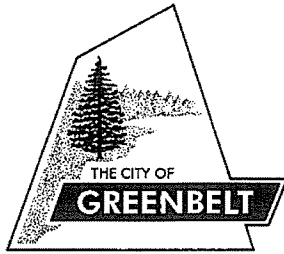
VISITING

I WANT TO...

December 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	01 Work Session with University Square-- 8:00 PM, MB Chinese/English Preschool Storytime	02 Advisory Committee on Education Regular Meeting- 7:00PM, MB Public Safety Advisory Committee-- 7:00 PM, CC PGCMA Legislative Dinner-- 6:00 PM, Mitchellville	03 Work Session Community Center HVAC and Greenbelt Aquatics & Fitness Center Roof-- 8:00 PM, CC	04	05 Festival of Lights- Tree Lighting, CC Community Tree Lighting with Santa	06 Festival of Lights: Juried Art and Craft Fair 10am-5pm CC
07 Greenbelt East Tree Lighting-- 6:00 PM; Greenbriar Community Center Festival of Lights: Juried Art and Craft Fair 10am-5pm CC	08 Youth Advisory Committee- 6:30 PM; TBD Regular Meeting -- 8:00 PM, MB	09	10 Legislative Dinner; 6:00 PM	11	12	13 Santa's Visit Elf's Workshop ELF
14	15 Work Session-- Review of Theater Operation Proposals 8:00 PM; MB	16 Hanukkah Begins at Sundown North Pole Calling	17 Park & Recreation Advisory Board 7:30 pm; CC Work Session-- 8:00 PM; CC North Pole Calling	18 Forest Preserve Advisory Board-- 7:00 PM; CC North Pole Calling	19	20
21	22 Work Session-- 8:00 PM; MB	23 Advisory Committee on Education-- 7:00 PM, MB	24 NO WORK SESSION MEETING	25 Christmas- City Holiday/Office Closed	26	27
28	29 NO CITY COUNCIL MEETING	30	31	01	02	03





City Manager's Report Week Ending November 21, 2014

1. There were two attendees at the pre-proposal conference for the city's RFP on theater operations – Paul Sanchez and Caitlin McGrath. Proposals are due December 2.
2. Last week's report included a copy of the annual tax differential form submitted by the City for FY 2016. It noted the differential will likely increase in FY 2016. Attached is a comparative breakdown by service. The bulk of the increase is occurring in Police services. Fire service debt is the other service area increasing.
3. The Assistant Planning Director and I attended the annual Economic Outlook for the State hosted by the Regional Economic Studies Institute of Towson University. The main presenter, Dr. Daraius Irani, noted there is a need for better paying middle-class jobs for the economy to grow and he was critical of all the taxes and fees set by the State (common election refrain).
4. Included in your envelopes is a draft memo in response to Pat McAndrew's October 27, 2014 petition to fund step increases for police officers. I am still working on the memo. Direction is sought on how to process this matter since it ought to come back to a Council meeting at some point.
5. Attached are the monthly financial report, capital project update and police statistical report.
6. Mayor Jordan and I met with Adrian Gardner, General Counsel for M-NCPPC, at Mr. Gardner's request. Mr. Gardner's apparent reason for the meeting was to talk about the planning and zoning proposals being put together by Bowie for the upcoming General Assembly session.
7. A grievance has been filed with the Employee Relations Board by a Police Sergeant over recent promotions. Chief Craze and I have met with the Sergeant in an effort to resolve the matter, but have not been successful.
8. Assistant City Manager
 - a. Began preparing 2015 Legislative Program for Council approval and presentation at the Legislative Dinner.
 - b. Sent letter to State Highway Administration requesting expedited approval of the new signal at Greenbelt Station Parkway and MD 193.
 - c. Attended the Mid-Atlantic Alternative Fuel Vehicle roadshow in Gaithersburg.
 - d. Drafted Capital Projects update report.
9. Finance Department
 - a. Completed October financial Report.
 - b. Met with credit card company and Columbia Bank to facilitate credit card and on-line payments for waste collection and personal property tax bills.

10. Information Technology

- a. Interviewed candidates for Help Desk position.
- b. Worked with MSP to update License Plate Reader software.
- c. Attended COG-CIO meeting – video
- d. Installed and tested new card scanner and revised configuration at GAFC.
- e. Participated in Everbridge NCR conference call/webinar re: new features.

11. Prepared for regular meeting of 11/24 and work session of 11/17.

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

COUNCIL ACTION REQUESTS (CAR) REPORT

as of November 21, 2014

NO.	REQUESTED BY	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
2014						
45	M & C Meeting	11/10	Respond to ACT report 2014-1 on use of CMA.	12/30/14	Jim S.	
44	M & C Meeting	11/10	Work with CHEARS, alight and artists on install of signage/artwork at Three Sisters Gardens.	6/30/15	Jim S./Julie	
43	Ms. Mach	11/10	Status of lighting at new path behind Springhill Lake Recreation Center.	12/30/14	Jim S./Celia	
42	M & C Meeting	11/10	Implement smoking prohibition in plaza area at Roosevelt Center.	12/31/14	David	
41	M & C Council	10/27	Petition to allow Healing Arts Fair in Community Center.	1/31/15	Liz & Julie	
39	M & C Council	10/13	Repaint crosswalk and install bollard at Crescent & Lastner.	1/31/15	Jim S.	
38	Work Session	8/20	Refer to CRAB – Hartman petition to establish an Advisory group on Inclusion and Diversity.	2/28/15	David	
37	Work Session	8/20	Refer to ACE – Boyce petition to establish a Science and Technology Advisory Committee.	1/31/15	Liz	
36	Ms. Davis	10/18	Research interpretive sign on history of old Greenbelt Middle School.	12/30/14	David	
33	Work Session	9/3	Get information on COG Tap-it Program.	10/30/14	Mike	
32	Work Session	8/29	Assess pros and cons of relocating Parking Enforcement, Animal Control and/ or Code Enforcement functions (Organizational Assessment).	12/30/14	Mike/ Celia	
31	Work Session	8/29	Prepare revised MOU with GATE following 7/23/14 work session.	10/30/14	Mike	
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	
27	Work Session	8/18	Revise outdoor event permit proposal following comments at 8/18 work session.	10/15/14	Joe	

NO.	REQUESTED BY	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
26	Work Session	8/13	Check sidewalk condition and need for street tree pruning in Greenbrook Estates and Greenwood Village.	10/30/14	Kenny	
25	Work Session	8/13	Check on usage and behavior at University Square basketball court – Complaint about noise, language and hours of use.	9/30/14	Jim C.	Police Department has monitored and taken action. Work Session set for 12/1/14 with property owner.
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.
15	Work Session	6/18	Update playground inventory – include surface material info and condition of equipment.	8/30/14	David	Draft included in 8/15/14 City Manager report.
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	Response in 10/24/14 City Manager Report.
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	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. Reminder sent to Verizon 8/14/14.
3	M & C Meeting	1/27	Implement recommendations on Police signage plan, plus add signage for Fire Station.	5/30/14	Kenny	Police signage installed @ 9/25/14.
2	M & C Meeting	1/13	Refer to PSAC request to review and update city's emergency plan – include Ms. Mach's NLC handout.	5/30/14	Jim C./ Mary	Staff briefed PSAC on 9/3/14.
2013						
50	Work Session	12/11	Check into NLC waterline insurance program.	1/30/14	Mike	Schedule a Council briefing (9/3/14).
45	M & C Meeting	10/28	Are there limitations on how long banner signs can be in use – County Zoning Code or City Covenants – Franklin Park signage issue?	1/31/14	Celia	

NO.	REQUESTED BY	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (*=COMPLETED)
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	John/ Mike	Awaiting response from County Executive @ 12/11/13. Email update provided 2/4/14. City Solicitor opinion provided 2/14/14.
34	Work Session	7/15	Check on history of pipe in dam - Any agreement with SHA or WSSC? Any evidence that WSSC crushed pipe in install of 96 inch main?	12/30/13	Mike	
27	M & C Meeting	7/8	What would be next steps if County proceeds on Sunnyside project?	9/30/13	John	Met with City Solicitor on 9/11/13. Awaiting response from County Executive from 12/11/13 meeting.
2012						
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. Get proposals by December 2014.
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. By end of 2014.
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.

NO.	REQUESTED BY	DATE	REQUEST	DUE DATE	REFERRED TO	STATUS/COMMENT (* = COMPLETED)
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	Draft proposal submitted by Human Resources @ 8/20/12. Complete by end of September 2014. Policy sent to Council (FYI) 11/7/14.
32	Mayor Davis	6/25	Does city need its own ordinance to limit roadside solicitation per 2008 State law?	8/30/10	John	City Solicitor response in 9/3/10 City Manager Report. A city ordinance is being drafted.
28	Work Session	6/9	Draft legislation to implement new planning authority (CB-16).	9/30/10	John	County legislation approved 5/3/11. City Solicitor drafting language @ 1/25/12.
16	Work Session	4/21	Develop policy on when city will issue proclamation – Mayor’s authority?	7/30/10	Cindy	Ms. Davis has reviewed proclamations back to 2000 and working on report.
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. Expect recommendation by mid-October 2014.

**City of Greenbelt, Maryland
Tax Differential Requests
Fiscal Years 2012 - 2016**

Service Category	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
PUBLIC WORKS					
Project Management	0.00	0.00	0.00	0.00	0.00
Transportation	0.35	0.00	0.00	0.00	0.00
Engineering	0.00	0.00	0.05	0.06	0.04
Debt	0.04	2.08	2.21	2.01	2.02
<i>Subtotal</i>	0.39	2.08	2.26	2.07	2.06
HUMAN SERVICES					
Aging	0.03	0.02	0.03	0.02	0.02
Housing & Community Development	0.04	0.03	0.03	0.04	0.04
<i>Subtotal</i>	0.07	0.05	0.06	0.06	0.06
COMMUNITY SAFETY					
Homeland Security - Public Safety Communications					
Police Dispatch	0.64	0.74	0.74	0.67	0.68
Fire Dispatch	0.00	0.00	0.00	0.00	0.00
<i>Subtotal</i>	0.64	0.74	0.74	0.67	0.68
Police					
Patrol Services	11.05	8.82	6.22	7.97	6.61
Investigative Services	2.63	1.32	1.79	1.46	2.79
Strategic Management	1.10	1.13	1.20	0.61	0.94
Debt	0.06	0.05	0.03	0.01	0.07
<i>Subtotal</i>	14.84	11.32	9.24	10.05	10.41 <i>+36</i>
Fire					
Emergency Operations	0.00	0.00	0.00	0.00	0.00
Management Services	0.03	0.12	0.14	0.15	0.16
Support Service (New)	0.00	0.00	0.00	0.00	0.00
Debt	0.20	0.19	0.19	0.18	0.23
<i>Subtotal</i>	0.23	0.31	0.33	0.33	0.39 <i>+06</i>
Volunteer Fire	0.18	0.15	0.15	0.17	0.18
ENVIRONMENTAL SERVICES					
Animal Management	0.17	0.14	0.16	0.16	0.15
LIBRARY					
Library	0.00	0.00	0.00	0.00	0.00
Debt	0.00	0.00	0.00	0.00	0.00
<i>Subtotal</i>	0.00	0.00	0.00	0.00	0.00
NON-DEPARTMENTAL					
Street Lighting/Traffic S	0.42	0.37	0.40	0.37	<i>0.21</i> <i>0.41</i>
GRAND TOTAL	16.94	15.16	13.34	13.69	<i>14.14</i> <i>14.34</i>

City of Greenbelt, Maryland

Memorandum

To: Michael P. McLaughlin, City Manager *MPM*
From: Jeffrey L. Williams, City Treasurer *JW*
Date: November 14, 2014
Subject: October 2014 Financial Report

Revenues

Revenues are 67.6% of the adopted budget compared to 65.1% a year ago and 70.2% in the most recent five fiscal years. Real estate taxes less abatements and other credits represent 56% of the adopted budget. This ratio was 62% in FY 2010 and peaked in FY 2008 at 65% of total revenue. Because real estate tax revenue is a smaller share of the total budget in FY 2015 and recorded early in the fiscal year, it is to be expected that the overall revenue ratio would be lower compared to historical percentages. It should be noted that the lower ratio does not translate into lower revenue. It just shows that Greenbelt's revenue base is slightly more diversified than before.

The corporate personal property tax – prior years' line item includes a payment from AT&T of \$48,363 that relates to FY 2014. Income tax is approximately \$30,000 higher than a year ago. The payments to date represent collections from prior fiscal years that the State holds until the related individual tax returns are finalized. Total recreation revenue is approximately \$10,000 lower than a year ago, but higher than the other four years (2010 – 2013) in the historical comparison.

Red light camera revenue is 46% of the adopted budget, 9% higher than a year ago and 12% higher than the historical pattern. Speed camera revenue continues to exceed expectations. This revenue is currently 68% of the adopted budget (\$240,000) and is on pace to exceed the FY 2014 total of \$288,000 due to the addition of cameras on Greenbelt Road and Cherrywood Lane this past spring. The FY 2015 revenue picture is becoming clearer with most revenues meeting or exceeding expectations.

Expenditures

Total operating expenditures are 32.5% of the adopted budget compared to 31.8% in FY 2014 and 33.3% historically. Salaries and benefits are within operating norms, 32.8% compared to 31.8% historically.

Expenditures for line items that occur throughout City departments, e.g. insurance, motor vehicle and building maintenance, utilities, etc., are at expected levels.

City of Greenbelt, Maryland
Revenues - FY 2015 vs. Historical
October

Account Number	Description	FY 2015 Budget	Oct-14	% of FY 2015 Budget	FY 2013%	Historical %
Taxes						
411100	Real Estate	\$14,875,900	\$14,813,170	99.58%	99.79%	99.85%
411210	Real Estate Abatements	(450,000)	(12,075)	2.68%	58.86%	24.44%
411220	Homestead Credit	(45,000)	(43,507)	96.68%	100.40%	100.48%
411230	Homeowner's Credit	(50,000)	(14,718)	29.44%	35.44%	42.93%
Personal Property						
412100	Local	8,000	7,414	92.68%	46.34%	55.65%
412110	Utility	316,000	70,001	22.15%	9.90%	31.52%
412120	Corporate	1,457,000	334,391	22.95%	38.61%	44.50%
412140	Local - Prior Years	200	0	0.00%	5.87%	76.99%
412160	Corporate - Prior Years	25,000	60,360	241.44%	4.91%	36.24%
412200	Abatements	(80,000)	(21,664)	27.08%	40.13%	38.52%
Other Taxes						
421100	Income	2,280,000	159,938	7.01%	5.59%	5.07%
421200	Admissions	185,000	47,780	25.83%	34.21%	29.78%
421300	Hotel/Motel	700,000	0	0.00%	0.00%	0.00%
422100	Highway	322,000	234,983	72.98%	69.36%	48.39%
Licenses						
431000	Permits	1,001,400	223,031	22.27%	15.94%	19.21%
433400	Cable	481,300	61,697	12.82%	12.60%	2.85%
Grants - State						
442101	Police	511,000	119,852	23.45%	25.70%	24.91%
442102	Youth Service	69,000	0	0.00%	0.00%	0.00%
Grants - County						
443106	Landfill	57,700	0	0.00%	25.00%	25.00%
443102	Youth Service	30,000	0	0.00%	0.00%	0.00%
443108	MNCPPC	234,000	0	0.00%	0.00%	0.00%
443127	School Resource Ofc.	80,000	0	0.00%	0.00%	0.00%
Other						
451000	Refuse/Recycling	656,000	163,970	25.00%	24.30%	24.72%
452000	Recreation	680,300	276,136	40.59%	40.96%	38.84%
453000	Fitness Center	608,100	193,292	31.79%	37.41%	36.76%
454000	Community Center	202,200	58,631	29.00%	21.58%	25.98%
460100	Fines/Foreitures	171,000	41,752	24.42%	29.73%	38.99%
460200	Red Light Cameras	240,000	111,434	46.43%	37.11%	34.21%
460300	Speed Cameras	240,000	163,062	67.94%	24.05%	n/a
470000	Interest	700	96	13.71%	41.67%	10.92%
480400	Partnerships	126,600	11,166	8.82%	13.09%	27.62%
	Miscellaneous	408,100	67,610	16.57%	13.13%	17.55%
	Total	\$25,341,500	\$17,127,802	67.59%	65.07%	70.19%

City of Greenbelt, Maryland
Expenditures - FY2015 vs. Historical
October

Acct. No.	Department	FY 2015 Budget	Oct-14	% of FY 2015 Budget	FY 2014	Historical %
100	General Government					
	Salary/Benefits	\$2,105,700	644,574	30.61%	32.26%	32.06%
	Operating Expense	776,700	248,866	32.04%	27.63%	37.15%
	Capital Outlay	5,000	2,831	56.62%	0.00%	0.00%
	Total General Gov't	2,887,400	\$896,271	31.04%	30.91%	33.67%
200	Planning/Comm. Dev.					
	Salary/Benefits	790,800	263,292	33.29%	33.47%	33.47%
	Operating Expense	135,800	14,743	10.86%	17.67%	20.30%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total Plan. & C. D.	926,600	\$278,035	30.01%	31.14%	31.76%
300	Public Safety					
	Salary/Benefits	8,576,700	2,600,717	30.32%	31.01%	29.88%
	Operating Expense	1,356,100	557,003	41.07%	34.69%	47.90%
	Capital Outlay	276,500	8,155	2.95%	26.14%	13.86%
	Total Public Safety	10,209,300	\$3,165,875	31.01%	31.27%	32.14%
410	Public Works					
	Salary/Benefits	1,848,900	694,372	37.56%	26.27%	28.82%
	Operating Expense	608,100	157,040	25.82%	28.99%	34.52%
	Capital Outlay	0	0	0.00%	0.00%	69.67%
	Total	2,457,000	851,412	34.65%	26.95%	30.36%
450	Waste Collection					
	Salary/Benefits	521,700	165,103	31.65%	30.50%	31.40%
	Operating Expense	180,300	35,026	19.43%	24.13%	33.02%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total	702,000	200,129	28.51%	28.77%	31.87%
	Total Public Works	3,159,000	\$1,051,541	33.29%	27.36%	30.73%
500	Greenbelt Cares					
	Salary/Benefits	865,600	272,208	31.45%	31.42%	31.71%
	Operating Expense	76,200	21,269	27.91%	23.14%	28.76%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total Greenbelt Cares	941,800	\$293,477	31.16%	30.75%	31.46%
600	Recreation					
	Salary/Benefits	2,221,400	944,629	42.52%	38.90%	38.21%
	Operating Expense	744,900	233,209	31.31%	39.89%	41.68%
	Capital Outlay	0	0	0.00%	0.00%	100.00%
	Total	\$2,966,300	1,177,838	39.71%	39.16%	39.17%

City of Greenbelt, Maryland
Expenditures - FY2015 vs. Historical
October

Acct. No.	Department	FY 2015 Budget	Oct-14	% of FY 2015 Budget	FY 2014	Historical %
650	Aquatic & Fitness					
	Salary/Benefits	\$668,300	250,438	37.47%	37.23%	36.62%
	Operating Expense	364,000	107,392	29.50%	28.63%	30.35%
	Capital Outlay		0	0.00%	0.00%	0.00%
	Total	1,032,300	357,830	34.66%	33.99%	34.15%
	Total Recreation	3,998,600	\$1,535,668	38.41%	37.77%	37.87%
700	Parks					
	Salary/Benefits	969,700	250,438	25.83%	36.29%	35.31%
	Operating Expense	210,200	107,392	51.09%	21.87%	41.34%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total Parks	1,179,900	\$357,830	30.33%	33.21%	36.68%
900	Miscellaneous					
	Salary/Benefits	191,100	64,783	33.90%	32.76%	32.68%
	Operating Expense	46,100	11,919	25.85%	6.94%	16.07%
	Capital Outlay	0	0	0.00%	0.00%	0.00%
	Total Miscellaneous	237,200	\$76,702	32.34%	22.27%	29.44%
Operating Expenditures						
	Salary/Benefits	\$18,759,900	6,150,554	32.79%	32.21%	31.82%
	Operating Expense	4,498,400	1,493,859	33.21%	30.75%	39.79%
	Capital Outlay	281,500	10,986	3.90%	25.27%	15.72%
	Total Operating Exp.	\$23,539,800	\$7,655,399	32.52%	31.76%	33.27%
Reserves						
985	Non-Departmental	99,000	18,240	18.42%	53.38%	7.82%
	Workers Comp. Ins.	625,000	595,246	95.24%	108.00%	103.40%
	Interfund Transfers	1,075,000	0	0.00%	0.00%	0.00%
	Total Reserves	1,799,000	613,486	34.10%	47.00%	22.64%
	Total General Fund	\$25,338,800	\$8,268,885	32.63%	32.87%	32.39%

Capital Projects Update November 20, 2014

Project	Status
Greenbelt Theater Renovation	Work Sessions held 8/20/12, 8/28/13, 9/17/13 and 12/18/13. Negotiated Purchase Resolution adopted on 2/10/14. Finalizing contract. Work underway as of 6/30/14. Demolition work completed. The asbestos and lead paint has been removed. A bathroom redesign was necessary due to discovery of unknown ductwork. The PEPCO electrical heavy up is completed. Work in lobby has begun. Women's bathroom has been expanded/constructed.
Safe Routes to Schools (Springhill Drive)	Council awarded bid on 7/8/13. SHA granted extension to 12/31/14. Project underway as of 7/14/14. Medians, crosswalks and signage have been installed. Electrical work to relocate school zone signals is underway.
SHL Recreation Center Renovation	City expected to receive \$140,000 in CDBG funds for Phase 2 work (roof & windows). Received County environmental review on 7/3/13 and executed Operating Agreement on 11/26/13. City notified 3/17/14 that \$140,000 is being reprogrammed to after 7/1/14. \$140,000 approved by County Council for PY 40 (7/1/14-6/30/15). Awaiting Operating Agreement from County and expect to do work in early spring. Received \$148,000 National Fish & Wildlife Foundation Grant for pervious parking lot project and that project was completed in September.
Playground Improvements	Belle Playground received Board of Public Works approval on 8/13/14 and final Council approval on 9/22/14. Equipment has been installed. Surfacing will be installed as soon as weather permits.
Community Center HVAC Study	Engineering Study completed in 12/12. Board of Public Works approved POS funding on 2/5/14. Work Session scheduled on 12/3/14 to provide detailed briefing on project.
Street Resurfacing	FY 15 projects are portions of Hanover Parkway and Westway as well as base repair. Concrete work is complete. Plan to do asphalt work in spring 2015.
Smart Energy Communities Grant	Received policy and plan approvals from MEA. Lighting upgrades at Aquatic & Youth Centers are completed. Received notification of an additional \$80,000 award for Round II.
Aquatic & Fitness Center Roof Replacement.	Work Session scheduled on 12/3/14 to provide detailed briefing on project.

**GREENBELT POLICE DEPARTMENT
STATISTICAL REPORT**

September, 2014

Type of Offense (Includes attempts with exception of Murder)	Sector 1 Greenbelt Center			Sector 2 Franklin Park Area			Sector 3 Greenbelt East			Sector 4 Beltway Plaza			Sector 5 Metro Site			Sector 6 Branchville Area			Total Offenses Minus Unfounded Cases	
	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month	(-)	YTD	Month Minus Unfounded Cases	YTD Total
Murder	0		0	0		1	0		0	0		0	0		0	0		0	0	1
Rape	0		1	2		7	0		1	0		0	0		0	0		0	2	9
Robbery	0		5	2		18	1		11	1		6	0		0	0		0	4	40
Aggravated Assaults	0		1	0		9	0		5	0		2	0		0	0		0	0	17
Breaking or Entering	4		19	13		53	3		30	0		0	0		0	0		1	20	103
Larceny	16		63	12		79	15		181	12		87	0		2	0		0	55	412
Motor Vehicle Theft	0		10	2		25	5		27	0		3	1		3	0		0	8	68
Totals by Sector	20		99	31		192	24		255	13		98	1		5	0		1	89	650

(*) Indicates that the unfounded incident was reported in a previous month, and therefore is subtracted from the 'YTD Total' incidents.

(-) Note that per Uniform Crime Reporting guidelines, offenses can be cleared either by arrest, administrative closure or incident unfounded.

Sector 1 – Kenilworth Avenue north from Greenbelt Road to Cherrywood Lane and Greenbelt Road east from Kenilworth Avenue to Southway Road.

Effective 1/1/97 Ivy Lane and Cherrywood Lane changed to Sector 2. Kenilworth Avenue addresses are in Sector 1.

Sector 2 – Kenilworth Avenue south from Greenbelt Road to Old Calvert Road and Greenbelt Road west from Kenilworth Avenue to Branchville Road.

Sector 3 – Greenbelt Road east from Southway Road to Mandan Road, Hanover Parkway north from Greenbelt Road to the Baltimore-Washington Parkway south from Greenbelt Road to Good Luck Road.

Sector 4 – Beltway Plaza Shopping Center and businesses on Greenbelt Road from Cherrywood Lane to the City line at Branchville Road.

Sector 6 – South of the WMATA/Metro Station Property, north of Branchville Rd./Greenbelt Rd., west of Cherrywood Lane, east of the B&O RR tracks

II. Total Offenses Year to Date – Five Year Comparison – All Sectors

January 1 to September 30 of each year

Type of Offense (includes attempts with Exception of Murder)	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Murder	1	0	0	0	1
Rape	9	4	6	3	9
Robbery	78	65	48	50	40
Aggravated Assaults	55	30	31	30	17
Breaking or Entering	175	177	180	149	103
Larceny	548	461	443	409	412
Motor Vehicle Theft	97	84	77	82	68
TOTALS -----	963	821	785	723	650

III. Police Service Summary

	2014 MONTHLY TOTAL		2013 MONTHLY TOTAL		2014 YEAR-TO-DATE TOTAL		2013 YEAR-TO-DATE TOTAL	
Calls for Service	2,140		2,663		19,634		24,619	
Off-Duty Responses	412		466		3,734		4,230	
Premise Checks	264		268		1,641		2,410	
Traffic Stops	392		877		4,528		7,598	
Case Reports	217		224		2,122		2,234	
Field Ob. Reports	10		10		101		119	
ACRS Reports	13		20		227		205	
	Adult	Juvenile	Adult	Juvenile	YTD Adult	YTD Juvenile	YTD Adult	YTD Juvenile
Arrests	35	8	66	10	501	71	641	84

NOTE: November, 2012 was the first full month of speed camera operation.

Speed Camera Location	September 2014 Violations	September 2013 Violations	YTD Violations 2014	Red Light Camera Locations	September 2014 Citations	September 2013 Citations	YTD Citations Issued 2014
300 Crescent Road	64	29	539	EB Greenbelt Road@ Mandan Road	66	58	454
5900 Cherrywood Lane N/B	361	350	3,386	WB Greenbelt Road @Mandan Road	60	21	520
7700 Hanover Parkway E/B	0	0	0	WB Greenbelt Road@Cherrywood	129	80	956
7700 Hanover Parkway W/B	26	8	193	NB Kenilworth Avenue@Cherrywood	111	60	692
7700 Mandan Road N/B	136	67	1,112	NB Kenilworth Avenue@NB I95- Off Ramp	27	22	313
7700 Mandan Road S/B	0	0	0	NB Kenilworth Avenue@SB I-95 Off Ramp	91	75	777
9100 Edmonston Road N/B	inactive	27	101				
*7700 blk MD 193 E/B W.	33	-	153				
**7700 blk MD 193 W/B	430	-	2,058				
5900 Cherrywood Land S/B	238	-	1,161				
Totals -----	1,288	481	8,703	Totals -----	484	316	3,712

*Frankfort Drive... **W. Frankfort Drive

	2014 MONTHLY TOTAL	2013 MONTHLY TOTAL	2014 YEAR-TO-DATE TOTAL	2013 YEAR-TO-DATE TOTAL
Traffic Tickets	225	733	3,599	6,403
Parking Tickets	77	25	105	195
ERO's	67	135	505	990
Warnings	496	1,126	4,492	9,080

IV. Traffic Statistics – Year-to-Date Totals

Accidents	YTD – 2014	YTD – 2013		YTD – 2014	YTD – 2013
Property Damage	649	699	DUI Arrests	137	184
Personal Injury	77	87	Other Traffic Arrests	414	842
Fatal	0	0			

WEEKLY REPORT

Planning and Community Development
Week Ending: Friday, November 21, 2014



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

CODE ENFORCEMENT

Commercial Properties:	6400 Ivy Lane – Marriott, 7850, 7852 Walker Drive were annually inspected; and Beltway Plaza, 6301, 6303, 6421 Ivy Lane, and 7861 Belle Point Drive were re-inspected.
Rental Property:	Seven rentals and GHI rental properties were annually inspected; and Two rentals were re-inspected.
Apartments:	University Square annual inspection continued.
Permits:	Fourteen permits were issued; and Twenty seven notices were mailed for failure to obtain a City permit.
Complaints:	Four complaints were logged regarding mold, infestation of mice, roaches, lady bugs, bed bugs, and doing construction without an approved City permit; and One prior complaint was re-inspected.
Windshield Inspections:	Observed the Greenbelt Exxon gas station regarding a sign complaint.
Noise:	Eighteen noise warning and one noise invoice were mailed.
Alarms:	One alarm renewal, one false alarm warning notice and eight false alarm notices were mailed.
Animal Control:	Three cats and one dog were adopted; One cruelty complaint was investigated; Injured stray cat was taken to the vet; One dog bite was investigated; One stray dog found and returned to owner; One dog surrendered by owner; and Removed carcass of possum from roadway.

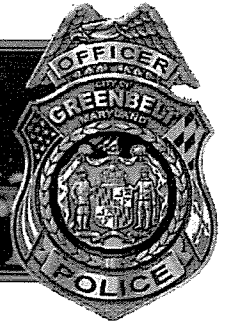
11/21/2014
P&CD WEEKLY REPORT CONT...

Meetings: *Staff Attended:*
City Staff meeting; and
Advisory Planning Board meeting.
Staff Met With:
City of College Park Planning Department to discuss trail
connections for proposed alignments through Greenbelt Station;
and
Casey Collin, Engineer for Smith Ewing Properties, to discuss fire
suppression system inspection and testing.

Planning Projects: *Responded to zoning inquiries;*
Prepared for Advisory Planning Board meeting;
Prepared financial documents for Springhill Lake Recreation Center
parking lot project;
Worked on POS application for Aquatic and Fitness Center roof
replacement project;
Greenbelt Station South Core – staff level review of hiker/biker
trail connections, parks and recreational amenities, DSP Phase 3,
and various minor revisions/ongoing issues for townhouses and
apartment building;
Worked on permit fee invoices and file updates; and
Development of build-out timeline for Greenbelt Station to support
bus transit routes for new residents.

Other Items of Interest: *Court/adjudication for Roosevelt Center municipal infractions –*
case continued by City Solicitor.

GREENBELT POLICE DEPARTMENT



CRIME REPORT

NOVEMBER 20, 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.

CENTER CITY

11/14	7100 block Kenilworth Avenue. DWI/DUI arrest. Ivan William Kadium, 26, of Hyattsville, 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.
2:27 A.M.	

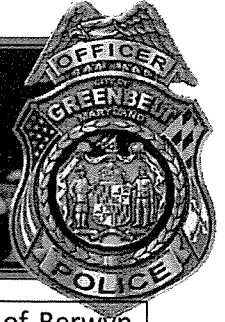
FRANKLIN PARK/BELTWAY PLAZA/GREENBELT METRO/CAPITOL OFFICE PARK

11/13	9200 block Springhill Lane. Robbery. The victim advised that the suspect entered the Hunan China Restaurant, approached the cashier and produced a handgun while announcing a robbery. After obtaining money from the victim the suspect fled the scene. The suspect is described as a black male, 18 to 25 years of age with a light complexion, wearing a grey hooded sweatshirt, blue jeans, brown shoes and a black ski mask.
7:02 P.M.	
11/15	6000 block Springhill Drive. Theft. Unknown person(s) removed a dark blue Pacifica brand mountain bike from a balcony.
9:43 A.M.	



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



11/15	9100 block Springhill Lane. Trespass arrests. Kenan Wayne Hollingsworth, 27, of Berwyn Heights, MD and Joseph Ferion Woods, 36, of College Park, MD were arrested and charged with Trespass after they were located on the grounds of Franklin Square Apartments after having been banned from the complex by agents of the property. Both suspects were released on citation pending trial.
7:24 P.M.	

GREENBELT EAST/GREENWAY SHOPPING CENTER

11/15	7800 block Hanover Parkway. Theft. Two parcel packages were taken from the front stoop area of a residence.
9:00 A.M.	

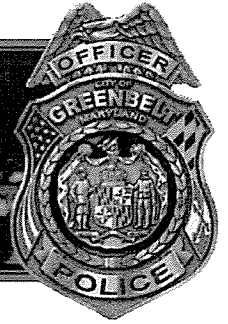
11/16	Area of Greenbelt Road and Hanover Parkway. DWI/DUI arrest. Maegan Elizabeth Knox, 24, of Woodbridge, VA was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of a traffic accident investigation. The suspect was released on citations pending trial.
7:30 P.M.	

Automotive Crime - City Wide

11/13	7700 block Hanover Parkway. Vandalism to auto. Unknown person(s) slashed a tire and scratched the paint on a vehicle.
11/15	6000 block Greenbelt Road. Theft from auto. Unknown person(s) entered the possibly unlocked vehicle and removed a laptop computer, clothing and a food processor.
11/16	7900 block Mandan Road. Vandalism to auto. Unknown person(s) broke out a rear window of a vehicle.
11/18	1 court Southway. Stolen auto. A green 1996 Nissan Maxima 4-door, Maryland tags 8DXR20.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



CRIME REPORT TALLY SHEET

WEEK OF NOVEMBER 20, 2014

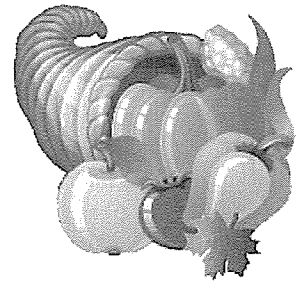
The following list is comprised of the actual numbers of offenses reported during the week. Not all reports are included as narratives, only incidents of interest, unusual or public safety related items are included.

<u>GENERAL CRIMES</u>		<u>GENERAL CRIMES (CON'T)</u>	
Carjacking		Animal Bite	
Rape (Suspect known to victim. Allegedly occurred 4 years ago)		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		Fraud	2
Attempt Burglary		Unattended Death	1
Assault	1	Alcohol Violation	
Domestic	1	False Report	
Drugs		Harassment	
DUI/DWI	2	Field op (suspicious person)	4
Theft	7	Notification for other agency	
Vandalism			
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	1
Trespass	2	Recovered Stolen Vehicles	
Disorderly Conduct		Recovered Stolen Tags	
Failure to Obey Lawful Order		Theft From Vehicles	1
Credit Card Offense		Attempt Theft From Vehicles	
Telephone Misuse	1	Attempt Theft of Vehicle	
Counterfeit Money		Vandalism to Vehicles	2
Suspicious Person		Accidents	8



Department of Public Works

Week Ending November 21, 2014



ADMINISTRATION

- Continued project management and oversight of the theater project.
- Conducted interviews with the Human Resources Director for the mechanic position and a non-classified management position in Public Works.
- Attended senior staff meeting.
- Met with Brian Townsend, the City Manager and the Director of Recreation regarding the Sustainable Land Care Policy.
- Attended a meeting with the Police Department regarding the gun range trailer.
- Met with the City Manager and held a tour of the theater for the RFP that was issued for operators of the theater.
- Met with a Cree Lighting representative regarding new technology in LED lighting fixtures.

STREET MAINTENANCE/SPECIAL DETAILS

- Checked for graffiti and took down unwanted signs.
- Pushed debris at the Northway Fields compost site to make room for the tub grinder next week.
- Cleaned storm drains around the city.
- Continued pushing up mulch at the Northway Fields compost site to make room for the tub grinder; started grinding debris with the tub grinder.
- Installed salt spreaders and plows on trucks and tested the equipment.
- Re-installed a "Stay Right" sign on Greenspring Drive that had been hit by a vehicle.
- Cleaned underpasses of leaves and debris.
- Changed speed sensor batteries.
- Put out barrels for the Farmer's Market.

FACILITIES MAINTENANCE

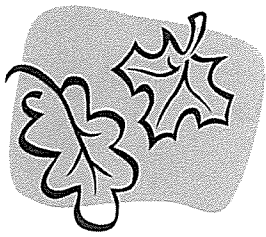
- Painted the administration offices at Public Works.
- Met with the Cree Lighting rep for energy management lighting at the Police Department and at Public Works.
- Turned on the heat at Public Works.
- Worked on the natural gas slow fill system.
- Replaced four tube ballasts in the Youth Center game room.
- Replaced photo cell for lights on the side of the building at Public Works.
- Replaced several lamps in the main office and in the restroom at the Police Station.
- Repaired emergency lights in the Police dispatch area.

HORTICULTURE/PARKS

- Continued curbside leaf pick-up in Woodland Hills and Greenbrook Village & Estates.
- Removed leaves at the Animal Shelter.
- Blew leaves off of city walking paths, underpasses and green spaces.
- Assisted with working on city trucks.
- Installed a new impeller and housing liner on a leaf vacuum.
- Repaired wooden decks along the lakeshore.
- Serviced turf equipment and put it in storage for the season.
- Serviced snow equipment.
- Pruned, weeded and cleaned the landscaping at the Aquatic and Fitness Center.
- Took chipped branches to the Northway Fields compost site.
- Planted spring blooming daffodils in the landscaping at Buddy Attick Park and the entrance to Boxwood.
- Supervised the contractor with transplanting a rescued 30 foot Crape Myrtle to replace the dying oak at the Municipal Building.

REFUSE/RECYCLING/SUSTAINABILITY

- Collected 28.68 tons of refuse and 13.24 tons of recyclable material.
- Attended the Chesapeake Leadership Conference at the University of Maryland.
- Picked up decals for Win With Your Bin – Recycle Right Contest for America Recycles Day and put the new recycling bins together.
- Supervised a volunteer for several days who assisted with the bins, collecting trash around Buddy Attick Park and watering the plants in the building. He also assisted the Horticulture crew.
- Distributed letters to the winners of the Win With Your Bin contest. All winners have said they will attend Council meeting on Monday, November 24.
- Will attend the Greenbelt Farmer's Market to promote rain barrels.



Greenbelt Recreation Department **Weekly Report**

Week Ending November 21, 2014

ADMINISTRATION:

- Met with Greenbelt Police to review draft of Emergency Action Plan for the Aquatic and Fitness Center.
- Continued discussions with the Prince George's County Public Schools on developing use agreement which would allow the City to use the ball fields at the Middle School.
- Finalized information for replacement of roof over the Aquatic and Fitness Center in preparation for upcoming Council meetings.
- Held department staff meeting.
- Reviewing proposed plans for park and recreation amenities to be located in the Greenbelt Station community.
- Working to finalize draft Outdoor Events and Public Meeting policy guide and permit application.
- Attended the MML – Parks and Recreation Department business meeting held at the Youth Center.
- Attended the Directors and MRPA Past Presidents Forum on Friday, November 14 in Baltimore, Maryland where the topic of discussion was succession planning and what agencies are doing with the increase in minimum wage and the Affordable Care Act.
- In preparation for the Wednesday PRAB meeting, Director met with staff to review and discuss the Sustainable Land Care draft policy.
- Attended a meeting on trends in marketing/social media in Takoma Park. This was an informal round-table discussion on how and what others are doing to reach out to their communities; what's working and what's not.
- Attended the PRAB meeting on Wednesday where Lion's Club members attended to request Recognition Group status; a member of the Committee on Trees also attended to review the draft Sustainable Land Care policy.
- Director is preparing budget calendars for FY 2016 which should go out to staff by end of November.

YOUTH CENTER/ SPRINGHILL LAKE/PARK RANGERS:

- Archery classes concluded. The adult and the youth fall archery classes were extended because of rain cancellations earlier in the season.
- Continued preparations for the 2014 Gobble Wobble 5K Family Fun Run & Walk.
- Sports Coordinator completed year two synopsis of Supervisors' Management School.

ARTS:

- Preparing a grant application to the Maryland State Arts Council for FY 2016 arts program operating support.
- Preparations are underway for the Festival of Lights Juried Art and Craft Fair on December 6 and 7. On Saturday, shoppers can enter a drawing to win Art Bucks to spend at the fair. On Sunday, special activities will include a free printmaking workshop, GAVA/GATE animation open house, a performance by the ERHS Dixieland Band, in addition to the nearby Greenbelt Farmer's Market - Holiday Market and tours of the Greenbelt Museum house, decorated for the holidays.
- Production work is underway for the Greenbelt Winter Youth Musical.
- Currently on view at the Community Center Art Gallery - Creatures Great and Small: Collages by Julie Maynard and Paintings by Julia Niederman. This show continues through January 9.

AQUATIC AND FITNESS CENTER:

- Collecting non-perishable food items for local food banks from November 1st – 25th. Every Friday in November (7th, 14th and 21st), patrons bringing a non-perishable food item will receive \$1.00 off daily admission.
- Working on final proposal to purchase 12 new pieces of weight equipment for the fitness wing.
- Met with Assistant Director to discuss facility Emergency Action Plan.
- The hot tub received its bi-weekly cleaning.
- Attended Recreation Department Supervisors meeting.
- Briefed staff on topics raised during the departmental supervisors meeting.
- Thanks to Public Works for welding (and spray painting) a broken piece of weight equipment.

COMMUNITY CENTER:

- There are currently seven Center Leader shifts open. Four interviews were conducted. Staff anticipates a full schedule within a few weeks.
- Supervisor attended a department meeting.
- Supervisor attended a Maryland Recreation and Parks Association Interagency meeting in Bowie for which she serves as chair.
- There were 5 facility permits processed.
- There were 4 private rentals and 19 pattern rentals.
- The following groups received free space: Greenbelt Concert Band, Golden Age Club, Greenbelt Writers Group, Widowed Persons Support Group, Girl Scouts Troop #2799, Girl Scout Troop #3251, Friends of the Greenbelt Museum, Prince George's County Municipal Association, Greenbelt Volksmarchers, Forest Preserve Advisory Board and Greenwood Village HOA.
- The following City groups received space: Be Happy, Be Healthy Yoga & Volleyball, CARES and PRAB.

THERAPEUTIC RECREATION:

- Therapeutic Recreation Supervisor attended the MRPA Board and Council meeting held at the Youth Center.