

# City of Greenbelt

## City Manager's Report

### Week Ending July 17, 2020

1. Please see the confidential personnel matter message sent today via email.
2. Attached please find the draft Council budget letter for inclusion in the final budget book. Please provide any revisions to Anne Marie by July 27. She will complete the production process and then start the submission to GFOA for the annual award application.
3. Thank you to the entire Information Technology Department for work on the police telephones.
4. Ms. Terri Hruby reports that the New Deal Café received County permit approval for temporary expanded outdoor dining. As of the date of this report, the City received the MOU from the New Deal this afternoon; I signed it. Let us hope that the weather is favorable and the community responds to support DC Vegan and the New Deal!
5. City Treasurer candidates are being scheduled for interviews next week.
6. Staff is compiling a list of Council and public comments regarding Dog Park access and fees from past meetings and work sessions. Staff wants to confirm Councilmembers ideas so that they are incorporated for discussion at the upcoming work session.
7. Please drive by the Community Center to see the work that is underway to the front exterior. During removal of the asbestos glazing of windows, the need to remove the panes was identified. This was not anticipated or budgeted. Staff is researching options and costs. Work is underway on the windows already worked on.
8. The Armory facility appears to have boards up to address the vandalism.
9. Staff was also following up with the Golden Age Club representative to share GAIL program updates for members.
10. Thank you to Public Information staff for creating a variety of resources for residents and businesses, including the updated business resource site and new videos.
11. Working with staff on emergency recovery efforts.
12. Participated in webinars and online discussion regarding racial equity and the pandemic (collaborations by or among ICMA, National Forum for Black Public Administrators, Hispanic Network, International Network of Asian Pacific Administrators, and NLC/REAL). I am still waiting for information on the next Metropolitan Washington Council of Governments (MWCOG) GARE racial equity cohort that was included in the City budget as discussed last year (Local and Regional Government Alliance for Racial Equity). However, I plan on moving forward with our own interim activities to help City employees and the community, not just have difficult conversations on justice and disparity, yet also move together on meaningful action as we continue

to ask employees to consider City operations during the pandemic response and recovery with an equity lens. To help do so, REAL and GARE are among resources to help the community and City organization in activities and planning. As you may be more familiar with REAL given Council's work with NLC, and recall GARE via MWCOG discussions, I have included links to both REAL and GARE. <https://www.racialequityalliance.org/> <https://www.nlc.org/program-initiative/race-equity-and-leadership-real>. Please share any feedback or additional ideas in the interim.

13. As noted in an email yesterday, Ms. Hruby is sending a letter of concern to the Army Corps. of Engineers regarding the traffic impact study review process for the Bureau of Engraving and Printing facility.
14. As noted last week, regarding the Royal Farms applicant's detailed site plan and the departure application, Planning staff met with the Park and Planning Commission and the applicant. Information will be shared with Council by the end of next week. The application is anticipated to go to the County Planning Board in late September or early October.
15. Ms. Hruby reports that Woodlawn is scheduled to pave Greenbelt Station next week. Paving will be done in phases to minimize parking disruptions and is anticipated to take four days, weather permitting. To minimize the impact, staff has given permission to temporarily make portions of North and South Center Drives one-way to accommodate on-street parking along the Central Park side of the roads. Woodlawn will notify residents of the paving schedule, and has also been asked to inform Verde Apartments management.
16. Met/teleconferenced with staff and legal counsel regarding personnel, operations and legal matters.
17. Attached is the May 2020 Police Department's Statistical Report.
18. **Assistant City Manager**
  - a. Served as Acting City Treasurer.
  - b. Emergency management due to COVID-19.
  - c. Attended Regular Meeting on Monday and Work Session on Wednesday.
  - d. Held a weekly call with the Museum Director.
  - e. Followed up on items related to the July 9 CRAB meeting.
  - f. Reviewed FEMA/MEMA reimbursement documents and discussed with Recreation staff.
19. **City Treasurer/Finance**
  - a. Processed checks, vouchers and purchase orders.
  - b. Submitted the vehicle registration count to Prince George's County.
  - c. Continued to prepare for the upcoming annual audit.
20. **Information Technology**
  - a. Follow up to the Police Emergency line issue.
  - b. Reviewed locations in Franklin Park for Nomad unit installation per Police request.
  - c. Reviewed network upgrade plans.
  - d. Continued P1 Records installations at the Police Department.
  - e. Installed WiFi at the Youth Center for online camps.

## 21. **Economic Development**

### a. COVID19 Outreach

- i. Local restaurants
- ii. Local retail

### b. Meetings & Webinars

- i. Virtual City Council Regular Meeting
- ii. Virtual Work Session on Economic Development and Recovery
- iii. Grant Management Software Demo
- iv. US Chamber of Commerce Biweekly Series
- v. M&T Bank Virtual Webinar Series – Sales and Financing Strategies for Recovery

### c. Economic Development Admin

- i. Outreach to businesses to touch base about covid19, concerns and plans.
- ii. Working with staff to coordinate communications about covid19 to the community.

cc: Department Heads

David Moran, Assistant City Manager

Mary Johnson, Human Resources Officer

Bonita Anderson, City Clerk

June 8, 2020

Dear Greenbelt Residents:

Enclosed is the City of Greenbelt's Adopted Budget for the fiscal year beginning July 1, 2020, and ending June 30, 2021 (FY 2021). The City Manager submitted a proposed budget to the City Council on April 14, 2020.

The past four months have been an unprecedented time for our city and nation. Federal and State "Stay at Home" orders aimed to contain and eradicate the global health pandemic, COVID-19. However, economic experts anticipate that local governments might be impacted for years to come as residents and businesses face difficulty earning income to pay for food, gas, rent, mortgages, taxes and fees. Even if someone can afford to, they may not feel comfortable to be inside retail stores, theatres or restaurants. These and other transactions impact revenue that fund City services. City revenues will be uncertain for some time.

City Council accepted the City Manager's recommendation that until a better financial picture is known, staff will continue cost saving measures and defer personnel and capital project related expenditures until January 2021; Council will periodically review revenues. This will help to protect the City's long-term sustainability, preserve continuity of essential service delivery, and the City's ability to respond to a long-term COVID-19 emergency response and recovery effort, as well as response to any other emergencies that might arise during this time (such as tornado or man-made disaster). City Council held eight virtual work sessions, as well as two virtual public hearings in April and May to review and study the proposed budget. As always, community interest and comments were greatly appreciated.

The \$29.1M adopted FY 2021 budget reflects a 11.5% decrease in expenditures from the FY 2021 proposed budget, and a 6.5% decrease from the FY 2020 adopted budget. There is no increase on the City's Real Property tax rate or fees. As noted, the adopted budget defers many capital projects that are not receiving grants or other non-City funding. The City hopes to move forward on the WMATA Trail which has received both State and developer funding for construction. Projects funded in FY 2020 will continue until completion. Employee compensation such as cost of living and performance merit increases are deferred. Several vacant positions will not be filled, and travel for non-essential training has been deferred.

Council recognizes the need for City resources to supplement Federal, State and County relief efforts to support neighbors and businesses in need. As the emergency and recovery efforts continue, City expenditures will reflect relief activities. The City will continue to seek Federal and State funds and community partnerships to help do so.

The City, State, and nation will beat COVID-19. The financial steps taken in this budget will help the City ensure long-term sustainability and continuity of essential services. We are proud to continue Greenbelt's legacy as a planned community providing exceptional service. Thank you for your support and the opportunity to represent you.

**GREENBELT POLICE DEPARTMENT  
STATISTICAL REPORT**

**May, 2020**

| Type of Offense<br><br>(Includes attempts with exception of Murder) | Sector 1<br>Greenbelt Center |     |           | Sector 2<br>Franklin Park Area |     |            | Sector 3<br>Greenbelt East<br>(Residential) |     |           | Sector 3<br>Greenbelt East<br>(Commercial) |     |           | Sector 4<br>Beltway Plaza |     |           | Sector 5<br>Metro Site |     |          | Sector 6<br>Branchville Area |     |          | Total Offenses<br>Minus Unfounded<br>Cases |              |
|---|------------------------------|-----|-----------|--------------------------------|-----|------------|---|-----|-----------|--|-----|-----------|---------------------------|-----|-----------|------------------------|-----|----------|------------------------------|-----|----------|--|--------------|
|   | Month                        | (-) | YTD       | Month                          | (-) | YTD        | Month                                       | (-) | YTD       | Month                                      | (-) | YTD       | Month                     | (-) | YTD       | Month                  | (-) | YTD      | Month                        | (-) | YTD      | Month<br>Minus<br>Unfounded<br>Cases       | YTD<br>Total |
| <b>Murder</b>   | 0                            |     | 0         | 0                              |     | 0          | 0   |     | 1         | 0  |     | 0         | 0                         |     | 0         | 0                      |     | 0        | 0                            |     | 0        | 0  | 1            |
| <b>Rape</b>   | 0                            |     | 0         | 1                              |     | 3          | 0   |     | 2         | 0  |     | 1         | 0                         |     | 0         | 0                      |     | 0        | 0                            |     | 0        | 1  | 6            |
| <b>Robbery</b>  | 0                            |     | 0         | 5                              |     | 15         | 0   |     | 1         | 1  |     | 3         | 2                         |     | 4         | 0                      |     | 0        | 0                            |     | 0        | 8  | 23           |
| <b>Aggravated Assaults</b>  | 0                            |     | 1         | 3                              |     | 16         | 0   |     | 1         | 2  |     | 3         | 0                         |     | 2         | 0                      |     | 0        | 0                            |     | 0        | 5  | 23           |
| <b>Breaking or Entering</b>   | 0                            |     | 6         | 7                              |     | 24         | 0   |     | 0         | 1  |     | 5         | 0                         |     | 3         | 0                      |     | 0        | 0                            |     | 0        | 8  | 38           |
| <b>Larceny</b>  | 8                            |     | 30        | 23                             |     | 82         | 8   |     | 27        | 4  |     | 43        | 4                         |     | 30        | 0                      |     | 3        | 1                            |     | 5        | 48   | 220          |
| <b>Motor Vehicle Theft</b>  | 2                            |     | 4         | 3                              |     | 15         | 0   |     | 3         | 0  |     | 0         | 0                         |     | 3         | 0                      |     | 0        | 0                            |     | 1        | 5  | 26           |
| <b>Totals by Sector</b>   | <b>10</b>                    |     | <b>41</b> | <b>42</b>                      |     | <b>155</b> | <b>8</b>                                    |     | <b>35</b> | <b>8</b>                                   |     | <b>55</b> | <b>6</b>                  |     | <b>42</b> | <b>0</b>               |     | <b>3</b> | <b>1</b>                     |     | <b>6</b> | <b>75</b>                                  | <b>337</b>   |

(\*) 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 3 has been divided to distinguish offenses that occur in the sector's commercial and residential areas.**

**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 May 31 of each year**

| <u>Type of Offense (includes attempts with Exception of Murder)</u> | <u>2016</u> | <u>2017</u> | <u>2018</u> | <u>2019</u> | <u>2020</u> |
|---|-------------|-------------|-------------|-------------|-------------|
| <b>Murder</b>   | <b>1</b>    | <b>3</b>    | <b>1</b>    | <b>1</b>    | <b>1</b>    |
| <b>Rape</b>   | <b>2</b>    | <b>3</b>    | <b>2</b>    | <b>2</b>    | <b>6</b>    |
| <b>Robbery</b>  | <b>17</b>   | <b>35</b>   | <b>18</b>   | <b>20</b>   | <b>23</b>   |
| <b>Aggravated Assaults</b>  | <b>22</b>   | <b>25</b>   | <b>19</b>   | <b>19</b>   | <b>23</b>   |
| <b>Breaking or Entering</b>   | <b>42</b>   | <b>54</b>   | <b>37</b>   | <b>19</b>   | <b>38</b>   |
| <b>Larceny</b>  | <b>197</b>  | <b>238</b>  | <b>231</b>  | <b>228</b>  | <b>220</b>  |
| <b>Motor Vehicle Theft</b>  | <b>29</b>   | <b>20</b>   | <b>32</b>   | <b>35</b>   | <b>26</b>   |
| <b>TOTALS -----</b>   | <b>310</b>  | <b>378</b>  | <b>340</b>  | <b>324</b>  | <b>337</b>  |

**III. Police Service Summary**

|                           | <u>2020 MONTHLY TOTAL</u> |                 | <u>2019 MONTHLY TOTAL</u> |                 | <u>2020 YEAR-TO-DATE TOTAL</u> |                     | <u>2019 YEAR-TO-DATE TOTAL</u> |                     |
|---------------------------|---------------------------|-----------------|---------------------------|-----------------|--------------------------------|---------------------|--------------------------------|---------------------|
| <b>Calls for Service</b>  | 3,094                     |                 | 2,010                     |                 | 11,909                         |                     | 10,574                         |                     |
| <b>Off-Duty Responses</b> | 110                       |                 | 276                       |                 | 922                            |                     | 1,509                          |                     |
| <b>Premise Checks</b>     | 1,690                     |                 | 259                       |                 | 5,171                          |                     | 2,070                          |                     |
| <b>Traffic Stops</b>      | 225                       |                 | 305                       |                 | 737                            |                     | 1,295                          |                     |
| <b>Case Reports</b>       | 181                       |                 | 214                       |                 | 860                            |                     | 975                            |                     |
| <b>Field Ob. Reports</b>  | 11                        |                 | 18                        |                 | 36                             |                     | 85                             |                     |
| <b>ACRS Reports</b>       | 12                        |                 | 30                        |                 | 92                             |                     | 129                            |                     |
|                           | <b>Adult</b>              | <b>Juvenile</b> | <b>Adult</b>              | <b>Juvenile</b> | <b>YTD Adult</b>               | <b>YTD Juvenile</b> | <b>YTD Adult</b>               | <b>YTD Juvenile</b> |
| <b>Arrests</b>            | 28                        | 0               | 32                        | 14              | 91                             | 18                  | 133                            | 34                  |

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

| Speed Camera Location    | May 2020     | May 2019     | Violations 2020 | Red Light Camera Locations            | May 2020     | May 2019   | Violations 2020 |
|--------------------------|--------------|--------------|-----------------|---------------------------------------|--------------|------------|-----------------|
|                          | Violations   | Violations   | YTD             |                                       | Citations    | Citations  | YTD             |
| 300 Crescent Road        | 29           | 58           | 166             | EB Greenbelt Road@ Mandan Road        | 67           | 34         | 157             |
| 5900 Cherrywood Lane N/B | 253          | 371          | 1,369           | WB Greenbelt Road @Mandan Road        | 110          | 65         | 306             |
| 5900 Cherrywood Lane S/B | 134          | 287          | 825             | WB Greenbelt Road@Cherrywood          | 510          | 340        | 1,510           |
| 7700 Hanover Parkway E/B | 40           | 30           | 176             | NB Kenilworth Avenue@Cherrywood       | 210          | 116        | 628             |
| 7700 Mandan Road N/B     | 120          | 130          | 630             | NB Kenilworth Avenue@NB I95- Off Ramp | 121          | 72         | 356             |
| 7700 Blk MD193E/B        | 83           | 48           | 343             | NB Kenilworth Avenue@SB I-95 Off Ramp | 346          | 179        | 966             |
| 7700 Blk MD 193 W/B      | 456          | 196          | 1,338           |                                       |              |            |                 |
| <b>Totals -----</b>      | <b>1,115</b> | <b>1,120</b> | <b>4,847</b>    | <b>Totals -----</b>                   | <b>1,364</b> | <b>806</b> | <b>3,923</b>    |

|                        | <u>2020 MONTHLY TOTAL</u> | <u>2019 MONTHLY TOTAL</u> | <u>2020 YEAR-TO-DATE TOTAL</u> | <u>2019 YEAR-TO-DATE TOTAL</u> |
|------------------------|---------------------------|---------------------------|--------------------------------|--------------------------------|
| <b>Traffic Tickets</b> | 143                       | 197                       | 490                            | 789                            |
| <b>Parking Tickets</b> | 32                        | 197                       | 380                            | 950                            |
| <b>ERO's</b>           | 3                         | 26                        | 42                             | 119                            |
| <b>Warnings</b>        | 256                       | 291                       | 717                            | 1,296                          |

NOTE: Effective January 1, 2017, parking tickets issued by city parking enforcement officers were included in the amount of parking tickets issued for the month.

**IV. Traffic Statistics – Year-to-Date Totals**

|                        | <u>YTD – 2020</u> | <u>YTD – 2019</u> |                              | <u>YTD – 2020</u> | <u>YTD – 2019</u> |
|------------------------|-------------------|-------------------|------------------------------|-------------------|-------------------|
| <b>Accidents</b>       |                   |                   |                              |                   |                   |
| <b>Property Damage</b> | 262               | 407               | <b>DUI Arrests</b>           | 22                | 28                |
| <b>Personal Injury</b> | 31                | 43                | <b>Other Traffic Arrests</b> | 76                | 121               |
| <b>Fatal</b>           | 0                 | 0                 |                              |                   |                   |
| <b>TOTALS</b>          | <b>293</b>        | <b>450</b>        |                              |                   |                   |