

Town of Riverdale Park, Maryland

Status and Information Report

Report No. 2 for 2017



February 24, 2017

To Mayor Archer and Town Council,

The goal of the Status and Information reports is to share relevant information in a timely fashion. The Status and Information Reports are distributed to the Town's elected officials, residents, and employees. Status and Information Reports are also available to businesses and visitors through the Town website. The next Status and Information report will be published on March 10, 2017.

Upcoming Meetings:

Council Work Session	February 27, 2017, 8:00 p.m.	Town Hall
MUTC	March 1, 2017, 7:30 p.m.	Town Hall
Regular Legislative Meeting	March 6, 2017, 8:00 p.m.	Town Hall
Community Meeting: Riverdale Road Playground	March 8, 2017, 5:30 p.m.	Riverdale Elementary School

Town Administration

Good Governance / Working Together:

- **Town highlights ethics:** The International City Management Association designates March as Ethics Awareness Month. Scheduled for the Work Session meeting on February 27th is a proclamation declaring March as Ethics Awareness Month in Riverdale Park. Members of the Riverdale Park Ethics Commission will be at the meeting to accept the proclamation. In support of this action, all staff members will participate in ethics training during the month. As in the past, a continual focus on ethical public administration will remain throughout the year.
- **Playground project progress:** The Town is partnering with Prince Georges County, the Maryland-National Capital Park and Planning Commission, Maryland Department of Natural Resources (DNR), and Prince Georges County Public Schools to complete a playground project at Riverdale Elementary School. This project concept originated in 2013. The Town has a grant to from DNR for \$195,000 to use towards the project. All partner organizations met last week in Town Hall and action items are being completed to make the playground a reality.

- Sustainability Committee moving forward: Staff met with members of the Town's Sustainability Committee to review efforts towards the Town being recertified as a Sustainable Maryland Certified Community. To achieve recertification, the Town's committee must demonstrate to the State that the community has completed designated action items. Residents are encouraged to support efforts towards sustainability generally and to join the Sustainability Committee. For more information on these efforts and how you can become more involved, please contact Town Staff at town@riverdaleparkmd.gov or 301-927-6381.

Office of the Town Clerk

Upcoming Town Election:

- Reminder to interested parties regarding candidate packets for May 1 Election: As a reminder, candidate packets are now available and may be picked up at Town Hall during regular business hours or printed from the Elections section of the Town's website. Completed packets along with the twenty-five dollar (\$25) filing fee must be submitted to the Town Clerk no later than April 6, 2017 at 5PM. Those who plan to run for election are encouraged to submit their candidate packets early so that they can be reviewed by the Chief Election Judge.
- Town encourages residents to register to vote: Voter registration for the Town Election will close on April 3, 2017. Residents who are not registered to vote can register to vote online at <https://voterservices.elections.maryland.gov/OnlineVoterRegistration/InstructionsStep1> or pick up a Voter Registration Application at Town Hall.
- Absentee ballot request form now available: Registered voters may request an absentee ballot by completing the Absentee Ballot request form on our website or requesting a copy at Town Hall. Requests for absentee ballots must be received at Town Hall by April 21, 2017.

Finance Department

Focus on finance:

- Workflows and related processes being reviewed: Staff are in the process of collating and reviewing purchasing policies into a single Purchasing Policy & Procedures Manual. Draft updates aimed to increase accountability and compliance with best practices are being developed. Any changes will require approval of the Mayor and Council.
- Budget presentation change: Staff are in the process of developing a proposed budget to present to the Mayor and Council in the coming months. The presentation for the proposed budget will include additional information to assist in understanding and planning for the Town's financial health. As a guide, staff are using the criteria published by the Government Finance Officers Association for local government budgets.

Human Resource Department

Quality service delivery:

- Classification and Compensation Study nears completion: In 2016, the Town contracted with McGrath Human Resource Group to conduct a compensation and classification study. In addition to recommendations on position descriptions and compensation, the Town will also receive a recommended employee evaluation tool. Quality service delivery to our residents is tied to effective recruitment, development, and retention of quality staff. The McGrath report will provide valuable insight into the Town's efforts. The final report will be presented at a future Mayor and Council Work Session.
- Comprehensive Human Resource Policy Review – Ongoing: The HR department is on track with this important effort. While Policy may not be exciting, it does create the framework that supports the delivery of quality services to the Town, and ensures those services are provided equitably, with a focus on morale, efficiency and effectiveness.

Department of Public Works

Environmental Stewardship:

- Town shares tree concerns with Pepco: Staff from the Department of Public Works met with a representative from Pepco to discuss tree trimming, tree removal and the planting of new trees. The focus of the discussion was the treed area along the Trolley Trail; specifically the dying and dead trees on the east side of the trail. Staff are coordinating a date for Pepco representatives to present a plan for the removal of the dead and dying trees and for the planting of new trees. The presentation will be scheduled for an upcoming Mayor and Council Work Session.
- Town seeks partners to expand tree canopy: As mentioned in the last report, Town residents who would like a tree planted in front of their homes are asked to contact the Department of Public Works (DPW). Trees may only be planted within the Town's right-of-way. The telephone number to call is 301-864-1803. All requests for trees will be considered as the Spring 2017 Tree Planting plan is finalized.

Neighborhood Improvement:

- Town ensures proper repair: WSSC, responding to an emergency, opened the street in the 4800 block of Queensbury Road to access their sanitary sewer lines. Because this section of the roadway had been recently paved, the Town is requiring that WSSC mill and resurface the area from curb to curb. This work is scheduled to be completed in May.
- Bridge fence installed on schedule: The fence installation on the bridge over the Northeast Branch of the Anacostia River on Riverdale Road has been completed on schedule. The last

Status and Information report noted that the State was to complete the fence installation with within two (2) weeks. Kudos to our State partners!

Police Department

Activity for February 10-February 21, 2017:

Calls for Service	435	DUI Arrests	3
Arrests/Warrants	5	Reports Filed	49
Accidents	21		

Reports:

2-11-17: Officers responded to Rinaldi's Bowling Alley at 6322 Kenilworth Avenue for a disorderly call. Subsequently defendant was committed on EPS to WAH after becoming combative with PGFD and running into oncoming traffic.

2-12-17: RPPD responded for an unattended death 5300 block Riverdale Road. Decedent was found by a friend who has been regularly checking in on him due to bad health. Decedent suffered from alcoholism had been in and out of the hospital several times in the past two months and was said to have been suffering from cancer and liver failure. Case turned over to PGPD homicide and the Medical Examiner's offices.

2-14-17: Officers responded to complaint of subjects drinking in public 5400 Kenilworth Avenue. One subject detained and issued a criminal citation.

2-15-17: Officers investigated a suspicious vehicle parked behind the Firestone. Investigation revealed the driver was throwing a way trash in the dumpster. Warrant check was negative, subject filed interviewed and released.

2-17-17: Officer Johns observed a suspicious vehicle in 5900 block of Harrison Avenue. Officers detected a strong odor of marijuana emanating from the vehicle. A probable cause search was conducted and 11.8 grams of marijuana was recovered. The driver was subsequently charged with possession of a controlled dangerous substance.

2-18-17: Officers conducted a joint traffic detail with University Park PD in the 6500 block of Baltimore Avenue. Officers focused their enforcement efforts on speeding and the "move over law". Approximately 30 motorists were stopped for these violations and educated on the laws through citations and warnings.

2-18-17: Officers assisted PGPD with a robbery that occurred in Oak Ridge Apartments due to the victim flagging officers down in the parking lot near the OK Mart.

2-18-17: Officers were flagged down in the 5500 block of Kenilworth Avenue for a citizen robbery. The victim reported he was walking behind the gas station when two suspects approached

him. The suspects assaulted the victim and stole his property. Possible suspects have been identified and detectives are following up on the leads.

2-18-17: Officers responded to the 7-Eleven located at 5415 Kenilworth Avenue for a found child. Officers contacted a 12-year-old child with an intellectual disability, who could not communicate. Eventually, the child's mother was located and they were reunited. Job Well Done!

2-18-17: Officers responded to 5821 Riverdale Road (La Grande) for a man with a gun complaint. Upon arrival contact was made with the complainant who advised a suspect threatened the complainant with a gun. The subject was located, detained and a stop and frisk conducted. No weapon was located. Field interview completed.

2-19-17: Officers responded to 5400 block of Riverdale Road to serve a peace order. Defendant was contacted and served a copy of the order.

2-20-17: Theft Over \$ 1,000 reported at 5701 Riverdale Road. Three subjects entered the PCS phone store and stole several phones from the display counter.

Neighborhood Improvement:

- Preliminary review complete: In the last report, the Code Office reported that a review of property data was being conducted to ensure consistent application of the rental licensing program. The initial review is complete. Staff have identified residential properties that are likely operating as rental properties in non-compliance with the Town's Rental Licensing Program. Staff are in the process contacting the owners of the identified properties to ensure appropriate licensing and inspections.
- Town's Code Office conducting inspections: The Town's Code Office is presently conducting their annual inspections of rental dwelling units. If you have a concern about property conditions, please call 301-209-1576 or code@riverdaleparkmd.gov.
- License and Permitting Report:

Pod/Dumpster Permits: 3

Permit Number	Address
2017-P-01	5603 Kenilworth Avenue
2017-P-02	6304 Taylor Road
2017-P-03	4912 Riverdale Road

Permit Requests: 2

Permit Number	Address	Permit For
2017-B-16	6304 Taylor Road	Consolidation of sheds, interior work, parking area, etc.
2017-B-18	4401 Woodberry Street	Interior tenant improvement

Approved Permits: 2

Permit Number	Address	Permit For
2017-B-15	5012 Sheridan Street	Roof repair/installation of shingles and flashing
2017-B-17	4812 Riverdale Road	Front porch

Leading the Police Department by example:

- Chief to attend Fair & Impartial Policing training for Executive Staff: On March 1-2, 2017, Chief Morris will attend Fair & Impartial Policing training for Executive Staff. The University of Maryland Police Department is hosting this training, and Chief Morris was invited to attend by UMPD Chief David Mitchell.
- Chief testifies in Annapolis on proposed laws: Over the past several weeks, Chief Morris has testified before the Maryland General Assembly on a number of bills that directly impact law enforcement to include:
 - HB 1065 – State Commission on Surveillance Technology and Civil Rights
 - HB 698 – Public Information Act (related to law enforcement)
 - HB 739 – SWAT Teams Reporting and Limitations
 - SB 941 – SWAT Teams Reporting and Limitations
 - SB 477/HB 408 – Criminal Procedure - Charging Procedures and Documents – Citation

Respectfully submitted,



John N. Lestitian
Town Manager