

# **Safe Takoma**

## **Report, July 2008**

Prepared by Safe Takoma, Incorporated on behalf of the Takoma DC Neighborhood Association

Contact: Ronnie Miller, Operations Manager, Safe Takoma Incorporated, 202-722-7122, P.O. Box 5269, Takoma Park, MD 20013, [rmiller@safetakoma.org](mailto:rmiller@safetakoma.org)

### **Funds Expended**

Washington DC funds expended during the report period:	\$5,051.90
Prior District funds expended:	\$5,897.37
Unreimbursed expenditures (liabilities):	\$58.65

Takoma Park MD funds expended during the report period:	\$4,931.79
Prior funds expended, Takoma Park, MD allocation:	\$1,696.12
Unreimbursed expenditures (liabilities):	\$16.00

### **Funding Balances (July 31, 2008)**

Washington DC revenues received:	\$75,000.00
Washington DC funding balance:	\$63,992.08

Takoma Park MD revenues received:	\$30,876.36
Takoma Park MD funding balance:	\$24,232.95

### **Status**

The Safe Takoma program undertook the following organizational and programming steps in July 2008.

- Ms. Ronnie Miller began work as Safe Takoma's Operations Manager on July 1<sup>st</sup>.
- Obtained State of Maryland unemployment-insurance and tax-withholding accounts.
- Arranged for payroll processing through Safe Takoma's bank, SunTrust.
- Requested worker's compensation coverage from Injured Workers Insurance Fund.
- Applied for Maryland sales-tax exemption for purchases.
- Secured office space located at 6925 4<sup>th</sup> Street, NW, Suite 201, Washington, DC 20012. The monthly rental rate is \$400, payable to landlord Sarabjit Singh Kochhar. Had the office painted and the carpet cleaned by contractors.
- Rented a Post Office box.
- Obtained a revised insurance quotation from Cooley & Darling Insurance Agency, Inc.

- Seth Grimes and Ronnie Miller met with MPD - 4D Commander Brown on July 8 to discuss status and plans.
- STI began planning for the upcoming National Night Out event scheduled for August 5<sup>th</sup>.
  - Seth Grimes and Ronnie Miller discussed plans with MPD - 4D Commander Brown at the regular monthly meeting and requested assistance. Commander Brown agreed to assign coverage and to announce STI's event in a newsletter.
  - Ronnie Miller met with Chief Ricucci to discuss plans and request assistance for the National Night Out event. He agreed to provide police presence and to announce STI's event.
  - Approval was received from Metro to use the Takoma Park Metro station as the venue for the event in conversations and a meeting between Ronnie and Capt. Pavlik.
  - Attempts were made to recruit community organizations and businesses for participation in STI's National Night Out event.
- Conflict-resolution training continued at the Takoma DC Recreation Center and the Takoma Park Maryland Recreation Department.
  - Trainers Jacob Stone and Monika Megyesi continued to deliver CR training.
  - Worked out a revised DC schedule with Melissa McKnight of the DC Dept of Parks and Recreation.
  - Ronnie met with the DC Department of Parks and Recreation staff members Al Cook and Evelyn Lightfoot to discuss the progress of the conflict-resolution training program. Future programming also discussed.
- Faith Wheeler and Ronnie Miller actively participated in weekly meetings for the Truancy Task Force Youth Outreach program held at Coolidge Senior High School.
- Seth Grimes attended an initial youth forum organized by the Takoma Park Community Action Group.
- STI's Whistle Safety Program developed. Ordered whistles, lanyards, and key tags for distribution at the August 5 National Night Out event. Developed an instruction/police-contact sheet and a registration form for individuals accepting whistles.
- STI's Board of Directors met on July 30<sup>th</sup> to discuss the upcoming National Night Out event and future planning.

### **August 2008 Plans**

- Host National Night Out event.
- Purchase furniture and equipment for office.
- Compile information for development of STI directory.
- Conduct planning meetings with DPR staff to develop fall programming.
- Develop, implement and conduct programming per the Safe Takoma Work Plan.
- Carry out regular planning, administrative, and reporting tasks.