



GOVERNMENT

COMMUNITY

BUSINESS

VISITING

I WANT TO...

November 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	01 Advisory Board Interview - (CC), 7:45 PM Work Session - WSSC Street Projects, CC, 8PM Early Voting at Municipal Building, 9 AM - 5 PM WSSC Information Meeting, 8pm, CC	02 Early Voting at Municipal Building, 9 AM - 5 PM Free Produce Distribution Coffee w/the Chief, Bam, WG	03 Board of Elections Meeting, 4PM, MB Early Voting at Municipal Building, 9 AM - 5 PM	04
05	06 No Meeting Free Memory Screenings, 9-11am, MB	07 Arts Advisory Board, 7pm, CC Public Safety Advisory Committee, 7pm, CC City Election, Polls open 7 AM until 8 PM	08 No Meeting	09 MAGLEV Train Community Meeting, 7pm, Parkdale	10	11
12	13 Youth Advisory Committee, 5:30, SHP Work Session - Organization of the 42nd City Council, 7 PM, MB Charter Meeting - Swearing-In of 42nd City Council, 7:30 PM, MB	14	15 Park and Recreation Advisory Board, 7:30 CC No Meeting - NLC Convention	16	17	18
19	20 Advisory Board Interview, MB, 7:45 PM Work Session - Comcast, MB, 8PM	21 Community Relations Advisory Board (CRAB) Meeting	22 No Meeting	23	24	25
26	27 Regular Meeting - MB, 8PM	28 Senior Citizens Advisory Committee, 3:30pm, CC Green ACES/Green Team, 7:30 pm, CC	29 Work Session - Franklin Park, CC, 8PM	30 Forest Preserve Advisory Board, 7pm, MB	01	02



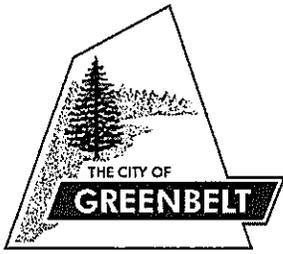


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December 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	01	02
03	04 Work Session - TBD, MB, 8PM	05 Arts Advisory Board, 7pm, CC Public Safety Advisory Committee, 7pm, CC	06 Arts Advisory Board, 7pm, CC Work Session - 7010 Greenbelt Road - Greenbelt Crossing Development Proposal (Old Nursing Home Site) , CC, 8PM	07 Free Produce Distribution, 2:30pm, SHL	08	09
10	11 Youth Advisory Committee, 5:30, GLibrary Regular Meeting, MB, 8PM	12	13 Legislative Dinner Greenbelt Marriott	14	15	16
17	18 Work Session - TBD, MB, 8PM	19	20 Park and Recreation Advisory Board, 7:30 CC Work Session - TBD, CC, 8PM	21 Forest Preserve Advisory Board, 7pm, MB	22	23
24	25 No Meeting	26	27 No Meeting	28	29	30
31	01	02	03	04	05	06





City Manager's Report Week Ending November 3, 2017

1. Met and/teleconferenced with staff and City Solicitor Ruff regarding personnel, legal and operational matters.
2. Established contact with Washington Gas regarding request for gas service in the Lakewood Drive area during the WSSC project.
3. Attended a meeting at the University of Maryland Political Science Department with other managers and a mayor regarding the undergraduate program.
4. Attended City Council Work Sessions on the Public Safety Advisory Committee's security camera recommendations and the upcoming WSSC waterline project.
5. Staff from Recreation and Public Works are coordinating the Washington Area Bike Association's annual Cider Ride which will use Buddy Attick Park as a stop throughout the day as they travel through the area (9am-4pm). A few parking spaces at the park will be reserved for the group. Small groups start riding through the area at 10 am.
6. Met with Ms. Beverly Palau, Public Information Coordinator, who has started identifying priorities for her division. She has identified five top activities to help develop a plan. The effort to develop clear priorities for Beverly, as well as any part-time or future full-time positions supporting her, will help free up Beverly to do higher priority tasks for the City and her own development. I am recommending funds to immediately address one of her priorities- to start an internship with the University of Maryland's communications department. Beverly has already talked with faculty to identify council meeting and general videotaping as an internship focus. Some of Beverly's other priorities include upgrades of the chambers audio visual system as well as the website, social media and analytics, additional videos and tourism activities.
7. Met with Recreation Director Julie McHale and Park and Recreation Advisory Board Chair Lola Skolnik.
8. Attended the Capital Office Park Broker's Open House.
9. Attended the Annual Law Enforcement Officer and Firefighter/EMT of the Year Awards Banquet. Congratulations to our winners.
10. Attended the Halloween Costume Parade and the Roosevelt Center Trunk or Treat. Great job by Recreation and Police staff! Our officers received many complements about their effort.

11. Assistant City Manager

- a. The CRAB Police-Community Youth Forum scheduled for November 15 will have to be rescheduled due to a conflict at ERHS.
- b. Assisted the City Clerk with Election related work.
- c. Developed forms and instructions for a new, more detailed Capital Projects Budget preparation process for FY 2019.
- d. Scheduled the Fall Legislative Dinner for December 13, 2017 at the Greenbelt Marriott.

12. Finance Department

- a. Tax Differential Report – It is due November 7.
- b. Organized and attended a payroll webinar that identified options to increase efficiencies.
- c. Addressing the final action steps to complete the FY 2017 financial statements.

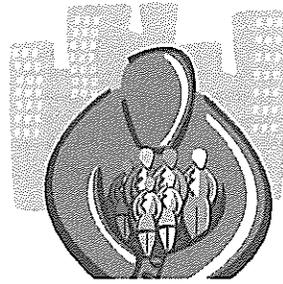
13. Information Technology

- a. Continued clean up from phone service switch
- b. Participated in Executime webinar for timesheet automation
- c. Ordered replacement PC's and laptops
- d. Attended Council work session with PSAC re: security cameras
- e. Granicus server update

cc: Department Heads
David Moran, Assistant City Manager
Mary Johnson, Human Resources Officer
Bonita Anderson, City Clerk
Karen Ruff, City Solicitor

CITY NOTES

Greenbelt CARES



Week Ending November 3

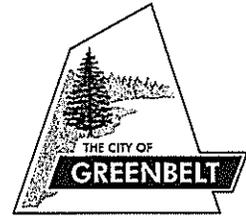
Liz Park attended the “Racial Equity Fast-Track Training” presented by Lisa Garry, Director of the Office of Equity and Reform at the Department of Juvenile Services. This Fast-Track session focused on establishing a shared equity language and expanding capacity of juvenile justice professionals to develop and guide racial equity strategies. Participants explored definitions for race, racism, and bias; examined the impact of structural racism; and reviewed and practiced use of the DJS Racial Impact Assessment Lens, a tool designed to guide agency policy and practice with explicit considerations for youth and families of color.

Liz Park renewed her certification as an Approved Supervisor for the American Association of Marriage and Family Therapy. Her certification extends through 2023.

WEEKLY REPORT

Planning and Community Development

Week Ending: Friday, November 3, 2017



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

CODE ENFORCEMENT

Commercial Properties: Capitol Office Park and Golden Triangle were annually inspected; and
Greenway Medical Center, Belle Point Office Park, 7800 Good Luck Road, Greenbelt Community Church, H & R Block, and Dora Family Day Care were re-inspected.

Rental Property: Two rentals were annually inspected; and
Four rentals were re-inspected.

Complaints: Two complaints were logged regarding mold, mildew, damaged drywall, possible water leak, flaking and peeling paint, hole in wall, and missing light fixture in trash room; and
Five prior complaints were re-inspected.

Permits: Ten permits were approved and issued.

Animal Control: Two dogs running at large were impounded;
One kitten and one dog were adopted;
One cat was reunited with its owner;
Responded to a call of a dog being left in a car – owner issued a warning notice; and
Investigated a dog bit.

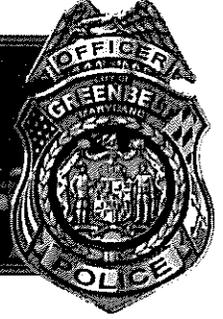
Alarms: Thirteen business and eight company alarm renewals were mailed.

Meetings: **Staff Attended:**
Senior Staff meeting;
Consolidated Transportation Program meeting in Prince George's County Administrative building; and
Inter-municipal Bike Planning meeting hosted by ATHA.
Staff Met With:
GHI Zoning Task Force and Chad Williams from M-NCPPC;
Forest Preserve Advisory Board members to review files; and
Maryland Department of the Environment and Prince George's Soil Conservation District to conduct an audit field visit.

Staff Participated In:

Conference call with Karen Ruff and GPI to discuss progress on the Annexation Boundary check.

Planning Projects: *Reviewed county zoning legislation;
Addressed various code enforcement questions;
Continued review of draft Subdivision and Zoning Ordinance;
Reviewed East Coast Greenway sign installation manual;
Worked toward permitting of Buddy Attick Park Green Redesign project;
Prepared permits and renewals for construction projects; and
Administrative – filed paperwork, archived old files, prepared paperwork for new projects, and processed invoices for payment.*



CRIME REPORT

NOVEMBER 1, 2017

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.

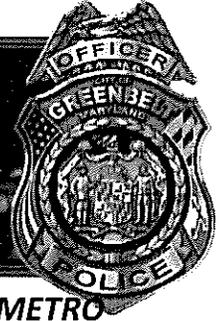
CENTER CITY

10/26 6:39 P.M.	555 Crescent Road. Assault. The victim advised that he was walking on the lake trail at Buddy Attick Lake Park when he was approached by the suspect, who produced a knife and threatened the victim. The suspect pushed the victim to the ground, which resulted in a minor injury to the victim's wrist. The suspect then fled the area. The suspect is described as a black male 20 to 25 years of age, 5'8" with a muscular build, wearing a black hooded sweatshirt and dark pants.
10/29 1:54 A.M.	Area of Greenbelt Road and Kenilworth Avenue. DWI/DUI arrest. Connor Anthony Auth, 20, of College Park, MD was arrested and charged with Driving While Impaired by Alcohol and other traffic-related charges as a result of being stopped for a traffic violation. The suspect was released on citations pending trial.
11/01 12:17 P.M.	43 court Ridge Road. Burglary. Entry was gained by forcing open the front door. Money and prescription drugs were taken. Possible suspects seen leaving the area are described as a white male wearing all black clothing and a ball cap and a white male wearing blue jeans and a ball cap, no further. They left the area in a vehicle described as a blue Acura TL with Maryland tags.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



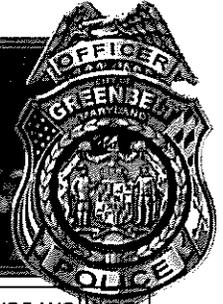
FRANKLIN PARK/BELTWAY PLAZA/GREENBELT STATION/CAPITOL OFFICE PARK/METRO

10/26 3:37 P.M.	5900 block Springhill Drive. Assault. The victim advised that he was punched and threatened with a knife during a confrontation over an ongoing dispute. The suspect is known to the victim and the investigation is ongoing.
10/26 7:22 P.M.	6000 block Greenbelt Road. Theft. The victim, a cab driver, advised that he gave the suspect a ride to the 6000 block of Greenbelt Road, at which time the suspect exited the cab and fled the scene without paying the fare. The suspect is described as a black female wearing red pants and a black leather jacket.
10/26 10:15 P.M.	9200 block Springhill Lane. Theft arrest. Tiya Nicole Davis, 19, of Brentwood, MD was arrested and charged with Theft after she failed to pay cab fare. The suspect was released on citation pending trial to the Department of Corrections for service of an open arrest warrant.
10/29 12:42 A.M.	Area of Kenilworth Avenue and #495. DWI/DUI arrest. Dawna Lynne Clayton, 49, of Greenbelt 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.
10/29 1:52 A.M.	7800 block Kenilworth Avenue. DWI/DUI arrest. Abraham Joel Soto-Fagueroa, 32, of Chantilly, VA 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.
10/29 8:00 P.M.	6100 block Greenbelt Road. Theft. An unattended wallet was taken at the Target.
10/30 6:50 P.M.	6000 block Greenbelt Road. Assault. The victim, an employee at Super Beauty, advised that he observed the suspect attempting to open merchandise. When approached by the victim, the suspect struck the victim with the merchandise and left the store. The victim was not injured. The suspect is described as a black female 25 to 30 years of age, 5'4" to 5'6", with black hair in a ponytail, wearing black coat, a black shirt, blue jeans and grey shoes.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



10/30 4:30 P.M.	5800 block Cherrywood Lane. Strong arm robbery. The victim advised that he was walking to a residence when the suspect followed him into the apartment building and forcibly pulled a key lanyard from his grasp. The suspect is described as a black male, 6'2", 220 pounds, wearing a black hooded sweatshirt and a skeleton-type face covering.
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10/30 7:30 P.M.	6000 block Greenbelt Road. Theft. An unattended wallet was taken from an office at Shoppers World.
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10/31 4:02 P.M.	5800 block Cherrywood Lane. Indecent exposure arrest. Carrington Dobgima Nguni, 27, of no fixed address, was arrested and charged with Indecent Exposure, Disorderly Conduct and Trespass after he allegedly exposed himself in public. The suspect was transported to the Department of Corrections for a hearing before a District Court Commissioner.
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GREENBELT EAST/GREENWAY SHOPPING CENTER

10/26 12:48 P.M.	7400 block Greenbelt Road. Robbery. The victim, manager at the DTLR clothing store, advised that five suspects entered the store, with one taking merchandise and attempting to leave the store without paying. When the victim confronted the suspect, a second suspect threatened to spray the victim with mace. All five suspects then fled the scene. The suspects are described as a heavy set black female wearing a black shirt and black pants and four heavy set black females, no further.
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10/30 4:16 A.M.	7400 block Greenbelt Road. Burglary. Unknown person(s) broke out the front door of the Pollo Cabana restaurant and took the cash register.
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10/30 4:16 A.M.	7500 block Greenbelt Road. Burglary. Unknown person(s) broke out the front door of the Hair Cuttery and damaged the cash register. Nothing appears to have been taken.
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10/30 11:26 A.M.	7601 Hanover Parkway. Assault arrest. A 16 year old Greenbelt youth was arrested for Assault and Disruption of School Activities after he punched another youth during a verbal altercation. The youth was released pending action by the School Board and the Juvenile Justice System.
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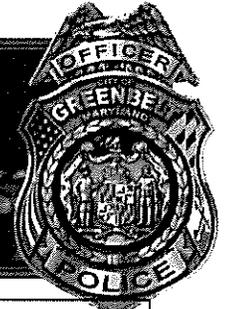
Automotive Crime - City Wide

10/26	7800 block Greenbrook Drive. Theft from vehicle. Unknown person(s) forced open the passenger window and removed a video screen.
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A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT

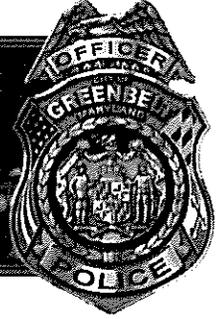


10/26	8000 block Mandan Road. Theft from auto. Unknown person(s) cut the catalytic converter off of a vehicle.
10/27	Recovered stolen auto. A 2007 Audi Q7 SUV, reported stolen September 27 th from the 400 block of Ridge Road, was recovered this date by the Prince George's County Police Department in the 1400 block of Karen Boulevard, Capitol Heights, MD. No arrests. The rear tag, Virginia VWL7967, was not recovered and is still out as stolen.
10/27	6700 block Springshire Way. Theft from auto. Unknown person(s) used unknown means to enter a locked vehicle and removed a pair of sunglasses, keys and a baseball hat.
10/27	6700 block Springshire Way. Attempt theft from auto. Unknown person(s) used unknown means to enter a locked vehicle. The vehicle was rummaged through, but nothing appeared to have been taken.
10/28	9000 block Breezewood Terrace. Vandalism to auto. The driver's side window was broken out of a vehicle.
10/28	7800 block Mandan Road. Theft from auto. Unknown person(s) cut the catalytic converter off of a vehicle.
10/28	555 Crescent Road. Theft from vehicle. Unknown person(s) broke out the passenger side window and removed a carry bag containing a wallet.
10/30	9100 block Springhill Lane. Recovered stolen auto. A 2007 BMW 600 2-door, reported stolen to the Charlotte-Mecklenburg Police Department. Two adult arrests were made by the Prince George's County Police Department as part of an ongoing investigation.
10/30	14 court Ridge Road. Theft from auto. A handicap placard was taken from an unlocked vehicle.
10/30	16 court Ridge Road. Vandalism to auto. Two vehicles had their tires punctured. A citizen observed two unknown subjects vandalizing the two vehicles, but provided no further information.
10/31	7500 block Greenway Center Drive. Vandalism to auto. Unknown person(s) broke out the front passenger side window of a vehicle.
11/01	7800 block Somerset Court. Vandalism to auto. Unknown person(s) pried the front license plate and holder from the front of a vehicle. The plate was recovered on the scene.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



CRIME REPORT TALLY SHEET

WEEK OF NOVEMBER 1, 2017

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.

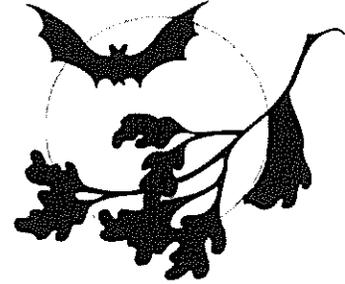
<u>GENERAL CRIMES</u>		<u>GENERAL CRIMES (CON'T)</u>	
Carjacking		Animal Bite	
Rape (suspect known to victim)	1	Disruption of School Activities	1
Armed Robbery		Transporting a Handgun in a Vehicle	
Attempt Armed Robbery		Reckless Endangerment	
Strong Armed Robbery	1	Emergency Commitment Petition	1
Attempt Strong Armed Robbery		Missing Person	
Burglary	3	Fraud	1
Attempt Burglary		Unattended Death	
Assault (two where suspect is known to victim)	4	Alcohol Violation	
Domestic	1	False Report	
Drugs		Harassment	
DUI/DWI	3	Field op (suspicious person)	1
Theft	10	Notification for other agency	
Vandalism	1	Child In Need Of Supervision	1
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	
Trespass		Recovered Stolen Vehicles	2
Disorderly Conduct		Recovered Stolen Tags	
Failure to Obey Lawful Order		Theft From Vehicles	5
Credit Card Offense		Attempt Theft From Vehicles	1
Telephone Misuse		Attempt Theft of Vehicle	
Counterfeit Money		Vandalism to Vehicles	5
Suspicious Person		Accidents	12



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

Department of Public Works

Week Ending November 3, 2017



ADMINISTRATION

- Held a pre-construction meeting with WSSC and the contractor for sewer rehabilitation work for the City issued permit.
- Held the monthly supervisors' meeting.
- Jim Sterling, Brian Kim and Luisa Robles met with Solar Task Force members regarding two different RFP projects.
- Jim Sterling and Brian Kim met with the Theater Operator regarding maintenance and facility needs.
- Met with recreation staff regarding the conversion of the dark room into a glazing room at the Community Center.
- Attended the Council work session and public meeting regarding the WSSC water main replacement for Forestway, Northway Road and Lakeside Drive.

STREET MAINTENANCE/SPECIAL DETAILS

- Removed unwanted signs and checked for graffiti throughout the city.
- Pushed debris at the Northway Fields compost site.
- Put up voting banners.
- Installed handicap parking signs at the Aquatic & Fitness Center.
- Repaired campaign sign posts.
- Put out barrels for the Farmers' Market.

HORTICULTURE/PARKS

- Cut grass throughout Greenbelt.
- Supervised contractors who were installing trees for Pepco throughout Greenbelt.
- Planted trees on Lakecrest Drive and Greenbrook Drive.
- Installed deer protection netting over annual landscape beds.
- Started curbside leaf collection throughout the city.
- Continued building the 3-bin composting structure.
- Started building shelving for the theater.
- Blew leaves off walkways, tennis courts and in front of Roosevelt Center.

FACILITY MAINTENANCE

- Installed new LED light fixtures in the boiler room of the Aquatic & Fitness Center.
- Began preventative maintenance in HVAC systems in all city buildings.

REFUSE/RECYCLING/SUSTAINABILITY

- Collected 27.95 tons of refuse and 13.79 tons of recyclable material.
- Picked up pallets and recycling from the produce distribution at Springhill Lake Elementary School.
- Picked up litter in parks and roadsides throughout the city.
- Helped collect pumpkins for composting after the Pumpkin Festival and Walk. Took the pumpkins for composting and returned the empty buckets to the Zero Waste group.
- Removed materials from the display case in the Community Center.
- Wrote a report for the TerraCycle Jim Cassels grant and composed a PowerPoint presentation.
- Attended the department head's staff meeting where Andy Fellows from the University of Maryland spoke about partnering for projects.

FLEET MAINTENANCE

- Replaced the thermostat, the coolant bleeder valve and the main drive belt on a Public Works vehicle.
- Repaired a hydraulic fluid leak and installed new seals on Refuse Truck #264. Also, reinstalled the packer blade activation handle.
- Performed preventative maintenance service and checked the right front tire for a leak on Police Vehicle #842.
- Performed preventative maintenance service on Police Vehicle #834. Also, had vehicle taken out for windshield replacement.
- Removed the spot light for windshield replacement on Police Vehicle #846.

Greenbelt Recreation Department

Weekly Report

Week Ending November 3, 2017

ADMINISTRATION:

- Continued to work with the consultant on the Recreation and Park Facilities Master Plan. Survey work for the project is underway. Residents are asked to check their mail box for a postcard inviting them to participate in a random survey. For those who did not receive a postcard, please visit the following link www.greenbeltparks.org/open to complete the survey online.
- Met with Aquatic and Fitness Center staff to review various items related to facility operations, programs and activities.
- Attended MML Convention Planning Committee meeting in Annapolis.
- Attended Senior Citizen Advisory Committee meeting.
- Preparations for the conversion to RecTrac 3.1 continued.

YOUTH CENTER/ SPRINGHILL LAKE/PARK RANGERS/GREENBELT KIDS:

- Springhill Lake Recreation Center gym was reopened following the floor refinishing project.
- Our annual Costume Contest & Parade celebrated its 80th anniversary with a well-attended event in Roosevelt Center on Monday afternoon. Costumed participants paraded through the center led by members of the University of Maryland Jazz Band. Decorated police cruisers offered "Trunk-or-Treat" this year along Centerway. The fun and festive event culminated in Greenbelt Theatre with an awards ceremony and free showing of *It's the Great Pumpkin Charlie Brown*. The event was a collaborative effort of the Roosevelt Center Merchants and our City Police and Recreation Departments. Many thanks to our costume judges!
- Finalized plans for support of the Annual Walk for Health and WABA Cider Ride Pit Stop scheduled for Saturday, November 4 at Buddy Attick Park.
- Park Rangers supported the Halloween Costume Contest & Parade and Special Events at Buddy Attick Park this weekend.
- Planning and preparation for the Annual Gobble Wobble continued. Consider joining us on Thanksgiving morning for a 1 ½ mile fun run/walk or 5K race.
- Annual Festival of Lights event plans are underway. Plans for the Annual Tree Lighting, Santa's Visit, Elves Workshop and North Pole Calling Programs continued.
- Staff are coordinating with instructors and finalizing program plans for Winter 2018.
- Winter 2018 Activity Guide is now available on-line and printed guides will be available beginning November 9 in city buildings. Registration for winter classes begins on November 27 for residents and December 4 for non-residents.
- Halloween Special Event evaluation meetings were conducted.
- Discussed program collaboration at SHLRC computer lab with Paradyme Management for the Winter/Spring season.
- Began planning and preparation of the 2018 Camp Guide.

AQUATIC AND FITNESS CENTER:

- EZ Rehab Solutions Therapy met on Tuesday and Thursday.
- GMST met on Sunday, Tuesday and Thursday for practice.
- The Hot Tub closed for regular bi-weekly cleaning on Wednesday.

- Two private swim lesson requests were received and entered into the database for swim instructor(s) match. One request was been matched with an instructor.
- Swim Instructor(s) provided a total of four private swim lessons (Friday-Thursday).
- First Aid/CPR/AED class is scheduled on Friday, November 10, from 6:00pm-8:00pm.
- November 2017 GAFC Newsletter email blast sent to patrons on Thursday.
- GAFC is collecting non-perishable food items and cash donation for the local area food banks until November 24. Patrons who brought in a food donation received \$1.00 off of their daily admission on Fridays, November 3, 10, 17 and 24

ARTS:

- Staff attended the "State of the Arts in Prince George's County" meeting on October 30 with county leaders in arts and economic development. Topics included the possibility of a cultural planning project and the need for more county-wide marketing of arts assets. Participants also reviewed local findings of the most recent Arts and Economic Prosperity study conducted by Americans for the Arts (see www.mdarts.org/community/aep-5). In 2015, non-profit arts activities in Prince George's County generated \$34 million in ancillary revenue for local businesses, on top of the ticket revenues for the events themselves. This meeting was organized by the Prince George's Arts and Humanities Council, Maryland-National Capital Park and Planning Commission and Maryland Citizens for the Arts. Additional Greenbelt representation included Councilmember Konrad Herling, Arts Advisory Board member Ron Lonicki, arts program instructor Valerie Watson and Makerspace leaders George Boyce and Eva Fallon.
- An Art Share will take place at 7pm on Friday, November 3 at the Greenbelt Community Center (rm 113). This gathering will offer local artists an opportunity to meet and share a constructive dialogue about everyone's work. Teens and adults are welcome and the program is free.
- On Sunday, November 5, a Community Art Drop-In workshop will take place from 1-3pm. Artist in Residence Kathy Karlson will lead a mixed-media collage activity. This activity is free and open to all ages. Also on Sunday, Greenbelt Pottery Group will host a "Show Me Sunday" materials swap meet (2pm, rm 304) followed by a meeting and refreshments (3:30pm, rm 114).
- Staff are currently preparing the art gallery for the installation of a new show featuring abstract digital photography by Peter Iverson and Julie Simon.
- An Arts Advisory Board meeting will take place on Tuesday, November 7 at 7pm in room 112 at the Community Center. Topics will include proposed by-law updates and discussion of AAB member John Drago's petition to City Council regarding the possible creation of a Greenbelt Arts Council.
- Ongoing activities include: preparation of the city's application to the Maryland State Arts Council for FY19 operating support; administration of fall session classes; Festival of Lights Art and Craft Fair preparations; recruitment of crew to support the winter youth musical; and arts program publicity.

Community Center:

- The monthly fire drill was conducted.
- Thanks to Amanda Larsen & Valerie Watson for the November exhibit in the front lobby display case. Come check out the watercolor paintings from the students in the art class!
- Coordinator attended a webinar regarding a potential new payroll system.
- Supervisor provided logistical support for the Maryland Recreation and Parks Association Past President's/Agency Directors Forum at the US Lacrosse Association Headquarters in Sparks.
- 2018 facility reservation renewal packets were emailed to 68 pattern, free space and city groups, including HOA's. Current groups have first priority until mid-December to secure their reservations.
- Supervisor attended a Prince George's County Health Inspection for a new Kitchen renter.
- Autobill was administered for November tenant rents and pattern rental fees.

- Supervisor continued to field inquiries in regard to food operation rentals for the Commercial Kitchen. There have been 256 inquiries since April 2015. There are currently five food operations who received all permits and may rent the Kitchen.
- There were 4 facility reservations processed.
- There were 5 private rentals and 15 pattern rentals.
- The following groups received free space: Golden Age Club, Greenbelt Concert Band, Greenbelt Community Development, Greenbelt COOP, Greenbelt Arts Center, Girl Scout Troop #27, Greenbelt Climate Action Network and Greenbelt Community Foundation.
- The following city groups received space: Be Happy Be Healthy Volleyball, Yoga & Line Dancing, CARES, Senior Citizen's Advisory Committee and City Council.