

CALENDAR

< PREVIOUS MONTH

NOVEMBER 2019

NEXT MONTH >

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
27	28	29	30	31	1	2 10:00 AM <u>Veterans Stand Down & Homeless Resource Day.</u>
3 1:00 PM <u>Community Art Drop-In</u> 1:00 PM <u>Growing Greenbelt's Leadership</u>	4 <u>No Meeting</u>	5	6 <u>No Meeting</u> 7:30 PM <u>Advisory Planning Board</u>	7 10:30 AM <u>Hispanic Taxpayer Outreach Summits</u> 1:30 PM <u>Free Produce Distribution</u> 6:00 PM <u>Zoning Ordinance North County Regional Meeting</u>	8	9
10 4:00 PM <u>Free Professional Development Workshop for Visual Artists</u>	11 7:00 PM <u>Work Session – Organizational Meeting of 43rd City Council, (MB – Library)</u> 7:30 PM <u>Charter Meeting, (MB)</u>	12 6:30 PM <u>School Board Boundary Public Hearing</u> 7:00 PM <u>Public Safety Advisory Committee</u> 7:00 PM <u>Arts Advisory Board</u>	13 7:00 PM <u>Greenbelt Bicycle Task Force</u> 7:20 PM <u>Advisory Board Interview, (CC)</u> 8:00 PM <u>Work Session - CRAB Reports - Police Community Relations/ The Petition for Congress to Shut Down the 1033 Program, (CC)</u>	14 10:30 AM <u>Hispanic Taxpayer Outreach Summits</u>	15 10:30 AM <u>Hispanic Taxpayer Outreach Summits</u> 7:00 PM <u>Art Shares</u>	16 4:00 PM <u>Rotary Wine Gala</u>
17	18 6:30 PM <u>Youth Advisory Committee</u> 7:20 PM <u>Advisory Board Interview, (MB)</u> 8:00 PM <u>Work Session - Ground Floor East Space (GFES) - (former Adult Daycare Space), (MB)</u>	19 <u>NLC City Summit</u> 1:00 PM <u>Managing the Emotional Roller Coaster of Caregiving</u> 3:30 PM <u>Senior Citizens Advisory Committee</u> 7:00 PM <u>Advisory Committee on Trees- POSTPONED</u>	20 <u>NLC City Summit</u> <u>No Meeting</u> 7:00 PM <u>Common Ownership Workshop</u> 7:00 PM <u>Commission Meeting and Workshop</u> 7:30 PM <u>Advisory Planning Board</u> 7:30 PM <u>Park and Recreation Advisory Board</u>	21 <u>NLC City Summit</u> 7:00 PM <u>Forest Preserve Advisory Board</u>	22 <u>NLC City Summit</u>	23 <u>NLC City Summit</u> 11:00 AM <u>Census Solutions Workshop</u>
24 <u>NLC City Summit</u>	25 8:00 PM <u>Regular Meeting, (MB)</u>	26 12:00 PM <u>Resource Fair and Senior Luncheon</u> 7:30 PM <u>Green ACES Meeting</u>	27 <u>No Meeting - Thanksgiving</u>	28 8:00 AM <u>2019 Gobble Wobble</u> 9:00 AM <u>Gobble Wobble</u>	29	30

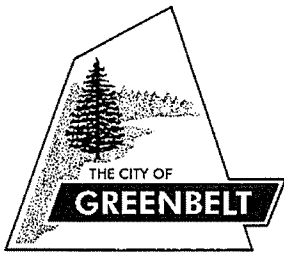
CALENDAR

< PREVIOUS MONTH

DECEMBER 2019

NEXT MONTH >

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
24	25	26	27	28	29	30
1	2 7:20 PM <u>Advisory Board Interview, (MB)</u> 8:00 PM <u>Work Session - NRP Multifamily Development Proposal-Capital Office Park (Detailed Site Plan), (MB)</u>	3 6:00 PM <u>Bureau of Engraving and Printing Public Scoping Meeting</u> 7:00 PM <u>Public Safety Advisory Committee</u> 7:00 PM <u>Advisory Committee on Education</u>	4 7:30 AM <u>Greenbelt Business Coffee</u> 7:00 PM <u>Work Session - Franklin Park (stakeholder), (Leasing Office)</u> 7:30 PM <u>Advisory Planning Board</u>	5	6 7:00 PM <u>Community Tree Lighting with Santa</u> 7:00 PM <u>Deco the Halls at the Greenbelt Museum</u>	7 10:00 AM <u>Festival of Lights Juried Art and Craft Fair</u>
8 10:00 AM <u>Festival of Lights Juried Art and Craft Fair</u>	9 6:30 PM <u>Youth Advisory Committee</u> 8:00 PM <u>Regular Meeting (MB)</u>	10 7:00 PM <u>Advisory Committee on Trees</u>	11 8:00 PM <u>Work Session - TBD, (CC)</u>	12 7:00 PM <u>Hanover Parkway Bikeway Alternatives Community Meeting</u>	13	14 3:00 PM <u>The New Deal Nut: A Greenbelt Nutcracker</u>
15 11:00 AM <u>The New Deal Nut: A Greenbelt Nutcracker</u> 2:00 PM <u>Art Shares</u> 3:00 PM <u>The New Deal Nut: A Greenbelt Nutcracker</u>	16 8:00 PM <u>Work Session - Jane Realty Apartments, (MB)</u>	17	18 7:30 PM <u>Park and Recreation Advisory Board</u> 8:00 PM <u>Fall Legislative Dinner (Crowne Plaza)</u>	19 7:00 PM <u>Forest Preserve Advisory Board</u>	20	21
22	23 8:00 PM <u>Work Session - TBD, (MB)</u>	24	25 <u>No Meeting - Christmas</u>	26	27	28
29	30 8:00 PM <u>Work Session - TBD, (MB)</u>	31	1	2	3	4



City Manager's Report Week Ending November 22, 2019

1. According to Terri Hruby, Planning Director, the latest regarding the Lake Dam Project: "The Contractor is continuing to complete work on Phase 3 (spillway). As you are aware, work on the toe drain and chimney filter have been on hold as a result of required geotechnical testing and possible redesign required as a result of the test results. All geotechnical testing has been completed and test results evaluated. The soil tests revealed that there is an area of the dam that is experiencing seepage that requires design modifications to be made. Revised plans have been prepared and submitted to MDE for review and approval. We expect to receive MDE approval and a revised waterways permit within the next week. At this time, cost implications of the design modifications are unknown. The modifications result in a change in the means and methods required and we know some modifications will result in cost savings, but others may result in increased costs. Once we have an approved MDE design, staff will work with the Contractor and CPJ to identify project costs.

Additional project costs incurred to date total \$23,866 (aerator purchase and installation and geotechnical testing and redesign)."

2. Per email, in response to a resident complaint, MDOT indicated to the resident that pedestrian study of Lakecrest and MD193 area would be done. Yet MDOT stated that sidewalks were the City's responsibility. While directed to contact the City, the City has not been contacted by the resident for further discussion or information.
3. No word from MDOT on the State repair of the Edmonston Ramp.
4. No update on the Clean Water Partnership Request for fee waiver.
5. The City Clerk reported contacting both the high school and theatre as possible venues for the BARC/BEP work session. As of this week she reported no response was received from the high school and that at the time the theatre was closed for renovation. Staff is following up on dates provided by Mayor Byrd.
6. Met with and/or corresponded with staff and City Solicitor regarding personnel, operational, and legal matters.
7. Attended the Council work session, Rotary Club meeting (Ms. Charise Liggins was guest speaker), and the monthly Northern County manager's meeting.
8. Distributed dictionaries to Greenbelt Elementary School's third grade classes as part of the annual Rotary Club service project to support area elementary schools.
9. Assistant City Manager
 - a. Prepared Agenda comments and background materials for the November 25 meeting.
 - b. Executed CDBG documents for PY 45.
 - c. Coordinated with Greenbelt Crowne Plaza on Fall Legislative Dinner.
 - d. Assisted with two cemetery inquiries.

10. City Treasurer

- e. Completed Uniform Financial Report along with FY 2019 financial statements and submitted them to the State of Maryland.
- f. Continued working through issues with electronic timesheet project.
- g. Requested additional information from Greenbelt Theatre regarding final (loss of revenue) per contract.

11. Information Technology

- a. Met with potential phone vendors.
- b. Finalized desktop replacement purchase request.
- c. Attended COG CIO meeting – Video.
- d. Participated in NCR Everbridge Users meeting – Conference Call.

12. Economic Development

a. Business & Community Engagement

- Meetings & Visits:
 - Local community-based nonprofit organization
 - Local merchants association
 - Commercial real estate database provider

b. Events & Trainings

- Attended and spoke at local Rotary Club breakfast meeting.

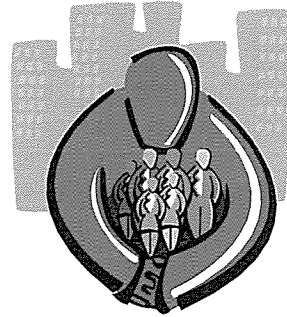
c. Economic Development Admin

- Working with staff to coordinate on initiatives that span across the community.
- Ongoing weekly outreach to Greenbelt business community.

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

CITY NOTES

Greenbelt CARES



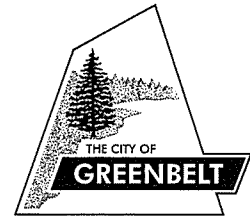
Week Ending November 22

The Medicare Part D Workshop was completed at Green Ridge House. Over 30 residents met individually with Joyce Kolenky, Green Ridge House Service Coordinator, to review their Medicare Part D prescription coverage plans for cost effectiveness.

WEEKLY REPORT

Planning and Community Development

Week Ending: Friday, November 22, 2019



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

CODE ENFORCEMENT

Commercial Properties:	<i>Greenbelt East Professional, Shell Food Mart @ 5707 Cherrywood Lane, Mowatt Methodist Church, 6320 Golden Triangle Drive, and 6411 Ivy Lane were annually inspected; and 7741 Belle Point Drive was re-inspected.</i>
Rental Property:	<i>Six rentals were annually inspected; and Five rentals were re-inspected.</i>
Complaints:	<i>One complaint was logged regarding no heat; and Fourteen prior complaints were re-inspected.</i>
Permits:	<i>Seventeen permits were approved and issued.</i>
Burglar Alarms:	<i>Two false alarm invoices were mailed – one to a commercial business and one to a resident; and Twenty-seven false alarm warning letters were mailed – nine to commercial businesses and eighteen to residents.</i>
Noise Complaints:	<i>Eight warning letters were mailed regarding excessive loud noises; and One citation was issued to a repeat offender.</i>
Meetings:	Staff Attended: <i>Kickoff meeting with RKK who was recently awarded contract on Phase 2 of the Cherrywood Lane Complete and Green Streets Project; Municipal Pedestrian and Bicycle Task Force; and Advisory Planning Board Meeting on NRP regarding proposed multi-family residential development next to Federal Courthouse.</i>

Staff Met With:

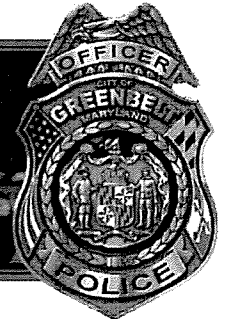
Representatives from Beltway Plaza and the Acting Directors of Recreation Department to discuss the Beltway Plaza Preliminary Plan;
County staff to discuss the Beltway Plaza Preliminary Plan;
Code Inspector regarding sediment control;
Facilities and Operations Assistant Directors for Recreation Department; and
Franklin Park stakeholders.

Planning Projects:

Reviewed the Beltway Plaza Traffic Impact Study;
Prepared materials for the November 20, 2019 APB meeting;
Finalized details for the Census Solutions Workshop;
Contacted sign manufacturers for price estimates of pole signs for the gateway signage project;
Reviewing proposed NRP multifamily residential development Detailed Site Plan; and
Reviewing details on Phase 2 of the Cherrywood Lane Complete and Green Streets Project.

Other Items Of Interest:

Code Inspector attended court regarding a commercial office suite in Belle Point Office Park.



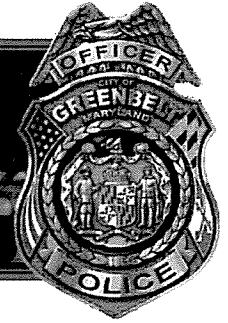
WEEKLY ACTIVITY

Week Ending November 22, 2019

- On-boarded two new Police Officer Candidates that will begin the University of Maryland's police academy in February.
- Scheduled two interviews for the Animal Control Supervisor position. One candidate interviewed and the second candidate removed herself from consideration.
- With the help of HR, scheduled Communications Specialist candidate testing. 14 candidates were invited to test and 7 of those candidates appeared for testing.
- Conducted two interviews for the secondary position of Emergency Vehicle Operator Instructor.
- Continued addressing ongoing Animal Control employee issues.
- Three potential Police Officer Candidates passed polygraph testing. These candidates will continue through the background process.
- Presented Sergeant Gulledge, Corporal Apgar, MPO Cressman, and Officer Davis with the department's Bronze Star for their display of courage and devotion to the community during an incident involving an armed subject.



GREENBELT POLICE DEPARTMENT



CRIME REPORT

NOVEMBER 20, 2019

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.

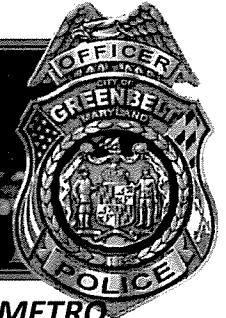
CENTER CITY

11/14 8:00 A.M.	8100 block Lakecrest Drive. Burglary. Unknown person(s) used unknown means to enter a secured residence. Video game players, accessories, games and a laptop computer were among the items taken.
11/15 3:30 P.M.	100 block Hedgewood Drive. Burglary. Unknown person(s) entered the residence by forcing open the kitchen door. Money and personal documents were taken.
11/16 3:02 A.M.	6400 block Capitol Drive. Cutting. The victim advised that he was inside TGI Friday's when he became involved in a verbal dispute with the suspect, who he is familiar with due to previous encounters with him. At one point he and the suspect became involved in another verbal altercation in the parking lot which became physical, at which time the suspect cut the victim in the side of the head with what the victim believes was a knife. The suspect then fled the scene in a vehicle described as a white Buick, no further. The suspect is described as a black male, 5'6" with a heavy build and a mustache, wearing a black and grey sweatshirt. The victim was transported to University of Maryland Prince George's Hospital Center for treatment.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

GREENBELT POLICE DEPARTMENT



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

11/13 11:00 A.M.	6000 block Greenbelt Road. Fraud. The victim advised that he was approached by the suspects as he was getting into his vehicle. The suspects showed the victim a wrapped bundle that they said contained a large sum of money. The suspects told the victim that they wanted to give the money away and that if the victim went to his bank and withdrew 'good faith' money he could have a share of the found money. After getting money from the bank and giving it to the suspects, the suspects in turn gave the bundle to the victim and left the scene. The victim later discovered that instead of money the bundle contained cut up newspaper. The suspects are described as a black male 30 to 40 years of age, 6' with a medium build, wearing a black jacket and blue jeans and a black male 30 to 40 years of age, 5'10" with a medium build, wearing a black jacket and blue jeans.
11/18 8:20 P.M.	5900 block Cherrywood Lane. Theft. Clothes were taken from a parcel package left at the front door of a residence.
11/19 7:10 P.M.	6000 block Greenbelt Road. Indecent exposure. The victim advised that she was shopping at the T.J. Maxx clothing store when the suspect exposed himself to her then fled the area. The suspect is described as a black male wearing tan pants, a black jacket and a burgundy hat, no further.

GREENBELT EAST/GREENWAY SHOPPING CENTER

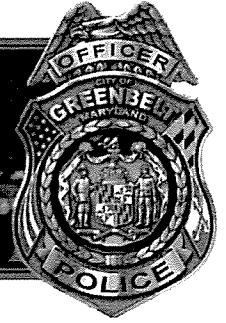
See Automotive Section.

Automotive Crime - City Wide

11/15	9100 block Edmonston Road. Stolen vehicle. A white 2015 Jeep Wrangler, Maryland tags 9DM2773.
11/19	7900 block Mandan Road. Theft from auto. A catalytic converter was taken from the undercarriage of a vehicle.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



CRIME REPORT TALLY SHEET

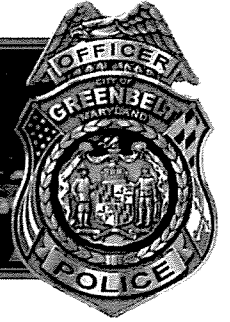
WEEK OF NOVEMBER 20, 2019

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 (Dog bit employee at Pat Smart)	1
Rape		Disruption of School Activities	
Armed Robbery		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	2	Fraud	1
Attempt Burglary		Unattended Death (Medical)	1
Assault (One cutting)	2	Alcohol Violation	
Domestic		False Report	
Drugs		Harassment	
DUI/DWI		Field op (suspicious person)	1
Theft	2	Notification for other agency	
Vandalism		Violation of Ex Parte Order	1
Child Abuse		<u>VEHICLE RELATED CRIMES</u>	
Unattended Child		Stolen Vehicles	1
Trespass		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		Attempt Theft of Vehicle	
Counterfeit Money		Vandalism to Vehicles	
Indecent Exposure	1	Accidents	8



GREENBELT POLICE DEPARTMENT



Animal Control Activity

Two stray cats were dropped off at the shelter
Two kittens were adopted
One adult cat was adopted
One dog was adopted
One injured squirrel was transported to PG County Animal Control
Investigating a dog bite and cat bite from a Greenbelt resident reported in College Park
Shelter Count: 6 hamsters, 8 kittens, 3 adult cats, 1 dog



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

Department of Public Works

Weekly Report for November 22, 2019



ADMINISTRATION

- Met with the contractor and engineer regarding concrete spillway construction.
- Met with WSSC regarding water line replacement restoration on Lastner Lane.
- Met with the operator of the theater and contractor regarding seat installation.
- Composed meeting minutes from the last MML meeting.

STREET MAINTENANCE/SPECIAL DETAILS

- Picked up unwanted signs and checked for graffiti.
- Pushed debris at the Northway Fields compost site.
- Removed farmers' market barrels from Roosevelt Center.
- Put out farmers' market barrels at Roosevelt Center.
- Cleaned storm drains throughout Historic Greenbelt.
- Continued repairing potholes throughout Historic Greenbelt.
- Put up banners for Festival of Lights.

HORTICULTURE/PARKS

- Performed landscape maintenance throughout the city.
- Serviced citizens' chipper requests.
- Planted five Amelanchier trees and a Persian Ironwood tree on Lakecrest Drive.
- Finished lighting and decorating holly trees in front of the Municipal Building and Community Center.
- Planted a Nellie Stevens holly tree and a persimmon tree.
- Removed dead maple on Buddy Attick peninsula and two small dead trees by lake shore.
- Pruned one side of Springshire Way.
- Performed preliminary maintenance on snow blowers.

REFUSE/RECYCLING/SUSTAINABILITY/ENVIRONMENTAL

- Collected 24.60 tons of refuse 10.49 tons of recycling material.
- Performed daily SWPPP inspections.
- Reviewed minutes from Green Team Time Bank meeting.
- Reviewed minutes from Green Team Zero Waste meeting.
- Updated items accepted at electronic recycling events and made corresponding corrections on Earth 911 and fliers. CRT TVs and alkaline batteries are no longer accepted.
- Attended COG's workshop on mitigation and resilience.
- Attended quarterly Green Team Time Bank meeting.

BUILDING MAINTENANCE

- Relamped council room.
- Repaired building #2 emergency lights at Public Works.
- Started relamping fitness wing at Greenbelt Aquatic and Fitness Center.

FLEET MAINTENANCE

- Checked system faults, replaced DEF fluid and cleaned filter on vehicle #129.
- Replaced front and rear pads and rotors, rotated tires and replaced rear tires on vehicle #405.
- Completed preventative maintenance on vehicle #603.
- Replaced TPM sensors and reprogrammed TPS system on vehicle #838.
- Completed preventative maintenance and replaced seatbelt strap on vehicle #858.
- Completed preventative maintenance on vehicle #873.



Greenbelt Recreation Department Weekly Report Week Ending November 22, 2019

ADMINISTRATION:

- Several staff members attended the City Council work session focusing on future use of the Ground Floor East area of the Community Center.
- Met with Code Enforcement staff to review recreation and park facilities in Greenbelt West.
- Met with Planning and Community Development staff to review plans for re-development of Beltway Plaza Mall area as relates to recreation and park amenities.
- Attended the PRAB meeting.
- Attended the department head meeting.

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

- Our Winter 2020 Activity Guide is available online and in Recreation Centers. Winter Registration begins on November 25 for residents and December 2 for non-residents.
- Fall Classes continued.
- Plans for annual Gobble Wobble 5K & Family Fun Run/Walk continued. The lake path will be open in time for the Thanksgiving event.
- Annual Festival of Lights event plans are underway. Upcoming events include the Annual Tree Lighting, Santa's Visit, Elves Workshop and North Pole Calling programs. Staff are coordinating with Public Works and appreciate their support of holiday events.
- Staff continued to work on finalizing program plans for Winter 2020.
- Springhill Lake Recreation Center gymnasium reopened this week following the completion of the floor refinishing project.
- Camp Guide production continued.
- Attended Maryland Recreation and Parks Association Quarterly General Membership meeting.
- Participated in video presentation on 2019 Festival of Lights events for City webpage.

AQUATICS:

- GAFC will be operating under special hours for Thanksgiving on Thursday, November 28. The facility will be open from 8am – 4pm.
- GMST met Sunday, Tuesday and Thursday for practice.
- GAFC Swim Instructor(s) and Personal Trainer provided twelve private swim lessons and five personal training sessions.
- Candidates for fitness attendant and customer service representative/cashier positions were interviewed Tuesday.
- Make-up classes for Aqua Zumba were held on Monday and Wednesday.

- The Fall session Youth Swim Lessons ended on Saturday, November 16.
- Session 3 Adult Swim Lessons began Tuesday.
- Lifeguard in service training meeting was held on Sunday, November 17 at 8pm.
- The GAFC is collecting non-perishable food donations in the main lobby until November 25. The food will be delivered to local food pantries, which serve individuals and families in need throughout the Prince George's County area.

COMMUNITY CENTER:

- Tickets for The New Deal Nut performance went on sale this week. The Saturday show sold out in one day! There are tickets available for Sunday, 12/15: 11am & 3pm shows. Buy now before they are gone!
- Attended the Maryland Recreation and Parks Association Fall General Membership meeting. The workshop topic was "As Long As Your Heart Stands Tall, You're Not So Small" by Jonte "Not So Small" Hall.
- Supervisor participated in a conference call for the Maryland Recreation and Parks Association Conference Committee.
- Supervisor prepared an MOU for Council review relating to potential space for the Greenbelt Library during their renovation.
- Space was provided for the Commission on Common Ownership Communities.
- Supervisor continued to field inquiries in regard to food operation rentals for the Commercial Kitchen. There have been 481 inquiries since April 2015. There are currently five food operations who received all permits and may rent the Kitchen.
- There were 12 facility reservations processed.
- There were 7 private rentals and 19 pattern rentals.
- The following free space groups were provided space: Golden Age Club, Greenbelt Concert Band, Greenbelt Arts Center, Girl Scout Troop #27, Greenbelt Pottery, Friends of the Greenbelt Theatre, Greenbelt Community Development Corporation, Greenbelt Volksmarchers, Greenbelt MakerSpace, Greenwood Village HOA, Greenbelt Astronomy and Girl Scout Troop #23007.
- The following City groups were provided space: Be Happy, Be Healthy Yoga, Volleyball & Line Dancing, GAIL, Planning & Community Development, Advisory Planning Board and PRAB.

ARTS:

- A new exhibition opened this week at the Greenbelt Community Center Art Gallery featuring mixed media paintings and sculpture by Khanh Le. The artwork reflects the artist's personal and family history of immigration to the United States from Vietnam by way of multiple refugee camps. The show will be on view through early January.
- Staff met with new Greenbelt resident Eric Kruszewski, a professional documentary photographer and videographer. Staff provided a tour and made introductions with other community contacts.
- A ceramics workshop was provided for an enthusiastic group of local Brownies. Fall quarterly classes are winding down. An extended array of 2020 summer camps and after care classes are in development, and planning is also underway for spring classes.
- Promotions are ongoing for the Festival of Lights Juried Art and Craft Fair on December 7 and 8. Staff worked with Public Information to record video for an online piece and also posted outdoor signage and provided a story for this week edition of the Greenbelt News Review (page 7).
- Participated in testing of the Executime time clock system.
- Preparing an FY21 grant application to the Maryland State Arts Council.
- Staff congratulate Greenbelt Recreation instructor Rachel Cross who is featured in the "10 X 10" exhibition opening this week at Pyramid Atlantic.

THERAPEUTIC RECREATION:

- Supervisor attended Senior Citizens Advisory Committee meeting.
- Supervisor attended MRPA Fall General Membership Meeting and Presentation.
- Food Service manager assisting with preparation for upcoming special event.
- Senior Nutrition served 90 hot meals week of 11/22.