

# City of Hyattsville

Hyattsville Municipal Building  
4310 Gallatin Street, 3rd Floor  
Hyattsville, MD 20781  
(301) 985-5000  
www.hyattsville.org



## Agenda Regular Meeting

Register in advance for this webinar:

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**Monday, December 19, 2022**

**7:00 PM**

**Virtual**

## City Council

**Robert S. Croslin, Mayor**  
**Joseph Solomon, Council President, Ward 5**  
**Danny Schaible, Council Vice President, Ward 2**  
**Sam Denes, Ward 1**  
**Joanne Waszczak, Ward 1**  
**Emily Strab, Ward 2**  
**Ben Simasek, Ward 3**  
**Jimmy McClellan, Ward 3**  
**Edouard Haba, Ward 4**  
**Daniel Peabody, Ward 4**  
**Rommel Sandino, Ward 5**

## **ADMINISTRATION**

**Tracey E. Douglas, City Administrator**  
**Laura Reams, City Clerk, 301-985-5009, [cityclerk@hyattsville.org](mailto:cityclerk@hyattsville.org)**

**WELCOME TO THE CITY OF HYATTSVILLE CITY COUNCIL MEETING!**  
**Your participation at this public meeting is valued and appreciated.**

**AGENDA/PACKET:** The Agenda/Packet is available for review at the Hyattsville Municipal Building and online at [www.hyattsville.org](http://www.hyattsville.org) prior to the scheduled meeting (generally available no later than the Friday prior to the scheduled Monday meeting). Please note, times given for agenda items are estimates only. Matters other than those indicated on the agenda may also be considered at Council discretion.

**AMERICANS WITH DISABILITY ACT:** In compliance with the ADA, if you need special assistance to participate in this meeting or other services in conjunction with this meeting, please contact the City Clerk's Office at (301) 985-5009. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

**AUDIBLE DEVICES:** Please ensure all audible devices are turned off or otherwise not audible when the City Council is in session. Thank you.

**PUBLIC INPUT:** If you wish to address the Council during the Public Comment period, please use the "Raise Hand" feature in the virtual meeting interface. Participants may also submit statements electronically using the eComment feature at [www.hyattsville.org/meetings](http://www.hyattsville.org/meetings) or via email to [cityclerk@hyattsville.org](mailto:cityclerk@hyattsville.org) no later than two (2) hours prior to the start of the meeting. All participants shall remain respectful in their contributions and associated functions of the virtual meeting interface are not intended for public dialogue or discussion.

**WAYS TO WATCH THE MEETING LIVE:** City Council meetings are broadcast live on cable television channel 71 (Comcast) and channel 12 (Verizon). You may also view meetings live online at [hyattsville-md.granicus.com/MediaPlayer.php?camera\\_id=2](http://hyattsville-md.granicus.com/MediaPlayer.php?camera_id=2)

**REPLAY SCHEDULE:** The meetings will be re-broadcast on cable television, channel 71 (Comcast) and channel 12 (Verizon) daily at 7:00 a.m., 1 p.m., and 8 p.m. Meetings are also able for replay online at [www.hyattsville.org/meetings](http://www.hyattsville.org/meetings).

**CITY INFORMATION:** Sign up to receive text and email notifications about Hyattsville events, government, police and programs at [www.hyattsville.org/list.aspx](http://www.hyattsville.org/list.aspx)

**INCLEMENT WEATHER:** In the event of inclement weather, please call 301-985-5000 to confirm the status of the Council meeting.

**Meeting Notice:**

The Hyattsville City Council will hold its meeting on Monday, December 19, 2022 remotely via video conference. The Council meeting will be conducted entirely remotely; there will be no in-person meeting attendance.

The meeting will be broadcast live on cable television channel 71 (Comcast), channel 12 (Verizon), and available via live stream at [www.hyattsville.org/meetings](http://www.hyattsville.org/meetings).

**PUBLIC PARTICIPATION:**

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Members of the public who wish to comment during the virtual Council meeting must register in advance using the link below.

[https://us06web.zoom.us/webinar/register/WN\\_A87v0PWjR1iAtGRvJrYcyg](https://us06web.zoom.us/webinar/register/WN_A87v0PWjR1iAtGRvJrYcyg)

**1. Call to Order and Council Roll Call****2. Pledge of Allegiance to the Flag****3. Approval of Agenda****4. Approval of the Minutes****4.a. Approval of the Minutes****[HCC-176-FY23](#)**

I move that the Mayor and Council approve the Council Meeting Minutes of November 7, 2022, November 21, 2022, and December 5, 2022.

**Sponsors:** City Administrator

**Department:** City Clerk

**Attachments:** [MeetingMinutes November 07 2022](#)  
[MeetingMinutes November 21 2022](#)  
[MeetingMinutes December 05 2022](#)

**5. Public Comment (7:10 p.m. – 7:20 p.m.) Complete Speaker Card, Limit 2 minutes per speaker****6. Community Notices and Meetings**

**6.a. Main City Calendar: December 20, 2022 - January 3, 2023**[HCC-174-FY23](#)

N/A

**Sponsors:** City Administrator**Department:** City Clerk**Attachments:** [City Calendar December 20, 2022 - January 3, 2023](#)**7. City Administrator Update (7:20 p.m - 7:45 p.m.)****8. Presentations (7:45 p.m. - 8:45 p.m.)****8.a. American Rescue Plan 2022 Year-End Update**[HCC-185-FY23](#)

Presentation Only

**Sponsors:** City Administrator**Department:** Finance**Attachments:** [ARPA Expense Plans v12.13.2022](#)  
[Additional ARPA Summaries 12.13.2022](#)  
[HVL - ARPA 2022 Update Presentation 12.13.2022 v2](#)**8.b. Council Chambers Renovation Concept**[HCC-164-FY23](#)

Presentation only.

**Sponsors:** City Administrator**Department:** Public Works**Attachments:** [TO 68 Proposal Design Phase signed 11.23.22](#)  
[221205 - council chambers renovation](#)**9. Proclamations**

**9.a. Proclamation Recognizing December 21, 2022 as National Homeless Persons' Memorial Day** [HCC-177-FY23](#)

I move that the Mayor and Council adopt a proclamation recognizing December 21, 2022, as National Homeless Persons' Memorial Day in the City of Hyattsville.

**Sponsors:** City Administrator

**Department:** City Clerk

**Attachments:** [CM 1219 National Homeless Persons Memorial Day 2022](#)

**10. Appointments**

**10.a. Council of Governments Policy Committee Appointments** [HCC-181-FY23](#)

I move that the Mayor and Council make the following appointments to the Council of Governments (COG) Policy Committees for a term of one (1) year, beginning on January 1, 2023:

- Region Forward Coalition: Mayor Robert Croslin, with staff alternate Jim Chandler
- Human Services and Public Safety Policy Committee: Mayor Robert Croslin, with staff alternate Police Chief Jarod Towers and Sandra Shephard
- Climate Energy and Environment Policy Committee: Mayor Robert Croslin, with staff alternate Lesley Riddle
- Chesapeake Bay and Water Resources Policy Committee: Mayor Robert Croslin, with staff alternate Lesley Riddle

**Sponsors:** City Administrator

**Department:** Legislative

**Attachments:** [MWCOG Policy Committees](#)

**11. Consent Items (8:45 p.m. - 8:50 p.m.)**

Items listed on the Consent Agenda are considered routine in nature, and are approved in one motion. There will be no separate discussion of these items unless the Mayor/Council request specific items be removed from the Consent agenda for separate action.

**11.a. License Agreement w/St. Jerome Academy**[HCC-167-FY23](#)

I move that the Mayor and Council authorize the City Administrator to enter into a license agreement between the City of Hyattsville and St. Jerome Academy to allow the Hyattsville Police Department access to St. Jerome Academy's remote camera system.

**Sponsors:** City Administrator

**Department:** Police Department

**Attachments:** [St. Jerome Academy- License agreement](#)

**11.b. Agreement with Lexipol/PoliceOne Academy**[HCC-168-FY23](#)

**Sponsors:** City Administrator

**Department:** Police Department

**Attachments:** [PoliceOne Agmt](#)

**11.c. Purchase of Memory and Storage Installation - Dataprise**[HCC-170-FY23](#)

I move that Mayor and Council authorize the purchase of memory and storage installation for the Police Department's new body worn and in-camera video system with Dataprise, not to exceed \$25,000.

**Sponsors:** City Administrator

**Department:** Police Department

**Attachments:** [2022-CQK-P42 - Memory and Storage Installation](#)

**11.d. Acceptance of Donation of a Scent Evidence Vacuum from the Chesapeake K9 Foundation**[HCC-172-FY23](#)

I move that Mayor and Council accept the donation of a Scent Evidence Vacuum from the Chesapeake K9 Foundation for our Bloodhound Program.

**Sponsors:** City Administrator

**Department:** Police Department

**11.e. Trip Hazard Mitigation**[HCC-173-FY23](#)

I move that the Mayor and Council authorize the City Administrator to enter into an agreement with Precision Concrete Cutting for the evaluation and removal of trip hazards along various sidewalk throughout the City. An expenditure not to exceed \$35,000 is authorized.

**Sponsors:** City Administrator

**Department:** Public Works

**Attachments:** [BID #3378-Rhode Island Baltimore Avenue-City of Hyattsville](#)  
[Revised #3381-Adelphi Road BID #3318-City of Hyattsville](#)  
[Revised BID #3379-E West Highway City of Hyattsville](#)  
[BID #3380-Hamilton Street-City of Hyattsville](#)

**11.f. 4310 Gallatin Street Access Control System**[HCC-175-FY23](#)

I move that the Mayor and Council authorize an expenditure not to exceed \$100,000 to Skyline Technology Solutions for the design and installation of a digital access control system at the City Administration Building under their existing contract with the City.

**Sponsors:** City Administrator

**Department:** Public Works

**Attachments:** [Updated Quote QUO-02017-V5M2R1 City Hall City of Hyattsville](#)

**11.g. Auditing Services**[HCC-184-FY23](#)

I move the Mayor and Council authorize the City Administrator to execute a contract for professional auditing services with Lindsey & Associates LLC, Certified Public Accountants located at 110 West Road, Suite 220, Towson, MD to review and complete the analysis of the City's FY21, FY22 and FY23 financial statements and provide the Independent Auditor's Report on the City's financial statements for all governmental activities for each major fund at the end of each fiscal and to complete the City's Single Audit as required by the Department of Treasury for federal funds reimbursed from the Cares Act in FY21 and the American Rescue Plan Act Funds expensed in FY22 and FY23. The contract cost for these auditing services will not exceed \$29,180 for FY21, \$29,940 for FY22 and \$30,420 for FY23, upon legal review and approval of the City Attorney.

**Sponsors:** City Administrator

**Department:** Finance

**12. Action Items (8:50 p.m. - 9:40 p.m.)**

**12.a. Hyattsville Ordinance 2022-08: Updates to Ethics Code**[\*\*HCC-163-FY23\*\*](#)

I move the Mayor and Council introduce Hyattsville Ordinance 2022-08, an Ordinance whereby the City of Hyattsville amends its ethics provisions to conform to recent updates to State law as to financial reporting and conflicts of interest (INTRODUCTION & FIRST READING).

**Sponsors:** City Administrator

**Department:** City Clerk

**Attachments:** [8.26.22 Letter Regarding Changes to Ethics Law](#)  
[Amended Ethics Code - City of Hyattsville](#)

**12.b. Charter Amendment Resolution 2022-02: Adjusting the City's Five Ward Boundaries**[\*\*HCC-178-FY23\*\*](#)

I move the Mayor and Council introduce and adopt Hyattsville Charter Amendment Resolution 2022-02, a resolution amending the Charter to adjust the City's five ward boundaries based on the most recent census data and the relevant legal requirements (INTRODUCTION & ADOPTION).

**Sponsors:** City Administrator

**Department:** City Clerk

**Attachments:** [Resolution - Charter Amendment 2022-02 Redistricting FINAL 121322](#)  
[Council Requests Map \(Option B\)](#)  
[hyattsville\\_redistricting\\_public\\_hearing\\_2022\\_12\\_19](#)

**12.c. Hyattsville Ordinance 2022-06: 5G Permits**[\*\*HCC-135-FY23\*\*](#)

I move the Mayor and Council introduce Hyattsville Ordinance 2022-06, an ordinance whereby the City Council amends Chapter 105, Articles VII and VIII of the Hyattsville Code (INTRODUCTION & FIRST READING).

**Sponsors:** City Administrator

**Department:** Public Works

**Attachments:** [Hyattsville Ordinance 2022-06 amending Chapter 105 - small cell -](#)  
[Final Memo - 5G Draft Ordinance](#)

**13. Discussion Items (9:40 p.m. - 10:20 p.m.)**

**13.a. Authorization for Temporary Use Lease Agreement**[HCC-180-FY23](#)

For discussion.

**Sponsors:** City Administrator

**Department:** Community & Economic Development

**Attachments:** [Memo - Temporary Use Lease Agreement](#)

**13.b. Bring Your Own Bags**[HCC-179-FY23](#)

I move that the Mayor and Council authorize the City Attorney to draft an ordinance regulating carryout bags from retail and food service establishments in the City of Hyattsville. The ordinance shall prohibit the provision of plastic bags at the point of sale for customers. Businesses shall be required to charge customers a minimum 10 cent fee for paper or other reusable carryout bags in order to incentivize customers to bring their own bags.

**Sponsors:** Simasek, Schaible and Haba

**Department:** Legislative

**Attachments:** [Bring Your Own Bag Ordinance - Draft](#)

**14. Council Dialogue (10:20 p.m. - 10:30 p.m.)****15. Motion to Adjourn**