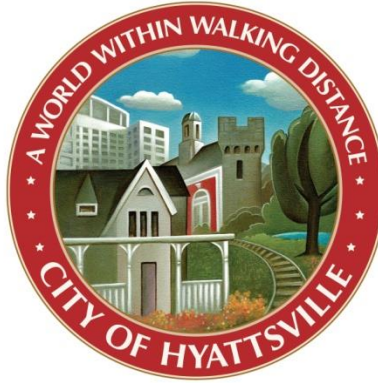




Hyattsville City Council Regular Meeting

Monday, December 7, 2015

8:00 PM

Agenda

1. Call to Order and Council Roll Call

2. Pledge of Allegiance to the Flag

3. Approval of Agenda

4. Approval of Minutes

- (1) City Council - Regular Meeting - May 18, 2015 8:00 PM
- (2) City Council - Regular Meeting - Jun 1, 2015 8:00 PM
- (3) City Council - Regular Meeting - Jul 20, 2015 8:00 PM
- (4) City Council - Regular Meeting - Aug 3, 2015 8:00 PM
- (5) City Council - Public Hearing - Sep 21, 2015 7:00 PM

5. Public Comment (8:10 p.m. – 8:20 p.m.) Limit 2 minutes per speaker

6. Presentations (8:20 p.m. – 8:40 p.m.)

- (1) FY-2014 Audit Update (5 minutes)
- (2) Introduction of New Staff Members (5 minutes)
- (3) Education Advisory Committee Recommendations (10 minutes)

7. Consent Items (8:40 p.m. – 8:45 p.m.)

- (1) **173-12-15 Appointment of Council Liaisons** I move that the Mayor & Council appoint Councilmembers Kevin Ward (Ward 1) and Joseph Solomon (Ward 5) as Council Liaisons to the Health, Wellness and Recreation Advisory Committee and Councilmembers Paula J. Perry (Ward 4) and Ruth Ann Frazier (Ward 5) as Council Liaisons to the Police and Public Safety Citizen's Advisory Committee. – **At the Request of the City Administrator**
- (2) **174-12-15 Education Enrichment Grant Program** I move that the Mayor & Council accept and appropriate into the FY16 budget \$4,997.91 to support the grant proposals recommended by the Education Advisory Committee and listed in the attached memo. – **At the Request of the City Administrator**

- (3) **175-12-15 Award of Contract for Agenda, Meetings Management, Civic Participation Platform & Video Streaming** I move that the Mayor and Council authorize the award of a 1 year contract, renewable by the City Administrator for up to an additional 2 years to Granicus for agenda, meetings management, civic engagement platform, and video streaming services. The contract will be executed upon the review and approval by the City Attorney. – **At the Request of the City Administrator**
- (4) **176-12-15 Authorizing Application for AmeriCorps VISTA Sponsorship** I move that the Mayor and Council authorize the Director of Community Services (and/or his designee) to prepare and submit an application to the Corporation for National and Community Services (CNCS) to sponsor an AmeriCorps VISTA Project. I further move that the application be defined to support digital inclusion and civic engagement of low-income and otherwise marginalized groups (social, linguistic, and/or cultural) in the City of Hyattsville. – **Hollingsworth**
- (5) **177-12-15 Hyattsville Resolution 2015-04, Age-Friendly Cities & Communities** I move that the Mayor & Council introduce and adopt Hyattsville Resolution 2015-04, a resolution in support of AARP Participation in the World Health Organization (WHO) Age-Friendly Cities and Communities Network. I further move that the Council authorize the Mayor to send a letter to AARP Maryland stating the City of Hyattsville's desire and intent to become a member of the Age-Friendly Cities and Communities Network. – **Hollingsworth**
- (6) **178-12-15 Repair of Heurich Park Playground** I move that the Mayor & Council approve the repairs to the Heurich Park Playground, and award the contract to Custom Park Services, costs not to exceed \$23,000.00. – **At the Request of the City Administrator**

8. Action Items (8:45 p.m. – 9:15 p.m.)

- (1) **179-12-15 Review of City Sidewalk Policy** I move that the Mayor & Council approve the revision to the existing sidewalk policy that was originally approved in 2006. – **At the Request of the City Administrator**
- (2) **180-12-2015 Hyattsville Ordinance 2015-03 (First Reading)** I move that the Mayor and Council introduce & adopt Hyattsville Ordinance 2015-03, an ordinance whereby the City Council deems for certain impervious surfaces existing and permitted prior to 2004 are deemed legal and clarifies where permits for paved surfaces may be obtained (FIRST READING). – **At the Request of the City Administrator**
- (3) **181-12-2015 Hyattsville Ordinance 2015-04 (First Reading)** I move that the Mayor & Council introduce & adopt Hyattsville Ordinance 2015-04, whereby the City Council clarifies that permits for driveways are governed by Chapter 68 as well as Chapter 105. (FIRST READING) – **At the Request of the City Administrator**
- (4) **182-12-15 Hyattsville Ordinance 2015-05 (First Reading)** I move that the Mayor & Council introduce & adopt Hyattsville Ordinance 2015-05, whereby the City Council amends parking restrictions so that no parking is allowed close to driveway aprons (FIRST READING). – **At the Request of the City Administrator**

9. Discussion Items (9:15 p.m. – 9:55 p.m.)

At the Request of the City Administrator

- (1) Clay Property Discussion (30 minutes)

At the Request of the Councilmember Solomon, Ward 5

- (2) Human Rights Celebration (10 minutes)

10. Council Dialogue (9:55 p.m. – 10:05 p.m.)

11. Community Notices and Meetings

- (1) Main City Calendar: December 8 – 21st

12. Motion to Adjourn



OATH OF OFFICE FOR THE NEWLY ELECTED MAYOR AND COUNCIL MEMBERS:

Ms. Rita Robinson, a representative of Sydney J. Harrison, Clerk of the Circuit Court for Prince George's County Maryland, administered the Oath of Office to Mayor Hollingsworth and Councilmember's Kevin Ward, Shani N. Warner, Thomas Wright, Paula J. Perry and Joseph Solomon.

CALL TO ORDER AND COUNCIL ROLL CALL:

The meeting was called to order by Mayor Hollingsworth at 8:17 p.m.

Attendee Name	Title	Status	Arrived
Candace Hollingsworth	Mayor	Present	
Edouard Haba	Council President	Present	
Bart Lawrence	Council Vice President	Present	
Kevin Ward	Councilmember, Ward 1	Present	
Shani Warner	Councilmember, Ward 2	Present	
Robert S. Croslin	Councilmember, Ward 2	Present	
Thomas Wright	Councilmember, Ward 3	Present	
Patrick A. Paschall	Councilmember, Ward 3	Present	
Paula J. Perry	Councilmember, Ward 4	Present	
Clayton R. Williams	Councilmember, Ward 5	Present	
Joseph Solomon	Councilmember, Ward 5	Present	

Also present were the following City staff members:

- City Administrator Tracey E. Nicholson
- Assistant City Administrator & Director of Community & Economic Development Jim Chandler
- City Treasurer Ron Brooks
- Police Chief Doug Holland
- Director of Human Resources Vivian Snellman
- Director of Public Works Lesley Riddle
- Director of Community Services Jake Rollow
- City Clerk Laura Reams

APPROVAL OF AGENDA:

1. Motion to Approve the Agenda for the Council Meeting of May 18, 2015

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Paula J. Perry, Councilmember, Ward 4
SECONDER:	Joseph Solomon, Councilmember, Ward 5
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Wright, Paschall, Perry, Williams, Solomon

PUBLIC COMMENT:

Mr. Stuart Eisenberg, a Ward 1 resident, addressed the Mayor and Council, on behalf of the Hyattsville Community Development Corporation. He stated that he was looking forward to working with the newly seated Council. Mr. Eisenberg also thanked outgoing Mayor Marc Tartaro and Councilmember Timothy Hunt for their service to the City.

Ms. Gloria Felix Thompson, a Ward 1 resident, addressed the Mayor and Council on behalf of the Hyattsville Preservation Association. Ms. Felix Thompson thanked the outgoing Mayor and Councilmember Hunt and



welcomed the newly seated Council. She also thanked the Mayor and Council for their support of the annual HPA House Tour.

Ms. Cynthia Wells, a Ward 4 resident, thanked the Council for the recommendation to install speed bumps on Jamestown Road.

Ms. Patricia Rojas, a Ward 4 resident, also thanked the Council for the recommendation to install speed bumps on Jamestown Road and offered her congratulations to the newly seated Councilmembers.

Mayor Melinda Miles of Mount Rainier, Maryland, addressed the Council to offer her congratulations. Mayor Miles said that she was looking forward to working with the new Council.

Delegate Alonzo Washington, District 22, addressed the Council to extend his congratulations to Mayor Hollingsworth and the newly elected councilmembers. He said that he was looking forward to working with the City and that he would continue to work for more funding and more economic development in Hyattsville.

CONSENT ITEMS:

1. Proclamation in Recognition of Mayor Marc Tartaro

71-05-15 Proclamation in Recognition of Mayor Marc Tartaro I move that the Mayor & Council adopt the following proclamation in recognition of Mayor Marc Tartaro's dedicated service to the City of Hyattsville.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Paula J. Perry, Councilmember, Ward 4
SECONDER:	Edouard Haba, Councilmember, Ward 4
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Wright, Paschall, Perry, Williams, Solomon

2. Proclamation in Recognition of Councilmember Timothy P. Hunt

72-05-15 Proclamation in Recognition of Councilmember Timothy P. Hunt I move that the Mayor & Council adopt the following proclamation in recognition of Councilmember Timothy P. Hunt's dedicated service to the City of Hyattsville.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Paula J. Perry, Councilmember, Ward 4
SECONDER:	Edouard Haba, Councilmember, Ward 4
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Wright, Paschall, Perry, Williams, Solomon

PRESENTATIONS:

Recognition in Honor of Marc Tartaro and Timothy P. Hunt

Mayor Hollingsworth presented Mayor Marc Tartaro and Councilmember Timothy P. Hunt with proclamations in honor of their service to the City of Hyattsville.

District 2 County Councilmember Deni Taveras presented certificates of recognition on behalf of the Prince Georges County Council to Mayor Marc Tartaro and Councilmember Timothy P. Hunt.

Minutes Acceptance: Minutes of May 18, 2015 8:00 PM (Approval of Minutes)



ELECTION OF CITY COUNCIL OFFICERS:

Mayor Hollingsworth requested nominations from the Council for the position of Council President. Councilmembers Patrick Paschall and Edouard Haba were nominated. After a brief discussion, the Council took an informal vote on the position. In a straw poll, Councilmember Haba was designated as the Council President in a 9-1 vote, with Mayor Hollingsworth abstaining from the informal vote.

Mayor Hollingsworth opened the floor for nominations for the position of Council Vice President. Councilmembers Lawrence and Solomon were nominated for the position. After a brief discussion, the Council took an informal vote on the position. In a straw poll, Councilmember Lawrence was designated as the Council Vice President in an 8-2 vote, with Mayor Hollingsworth abstaining from the informal vote.

The Council then took a formal vote on the designation of the positions of Council President and Council Vice President. Councilmember Perry moved that the Council appoint Edouard Haba as Council President and Bart Lawrence as Council Vice President (**Motion # 73-05-15**), with Councilmember Warner seconding the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Paula J. Perry, Councilmember, Ward 4
SECONDER:	Shani Warner Councilmember, Ward 2
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Wright, Paschall, Perry, Williams, Solomon

ASSIGNMENT OF COMMITTEE LIAISONS:

1. Assignment of Committee Liaisons

The following appointments of Council Liaisons were approved (**# 74-05-15**).

- Code Compliance Advisory Committee – Councilmembers Croslin and Perry
- Environmental Committee – Councilmember Paschall
- Education Advisory Committee – Council Vice President Lawrence and Councilmember Croslin
- Planning Committee- Council President Haba and Councilmember Wright
- Teen Advisory Committee – Councilmembers Croslin, Warner and Ward
- Ethics Commission – Council President Haba

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Paula J. Perry, Councilmember, Ward 4
SECONDER:	Patrick A. Paschall, Councilmember, Ward 3
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Wright, Paschall, Perry, Williams, Solomon

DISCUSSION ITEMS:

1. Selection of City Attorney

Mayor Hollingsworth stated that the procedure for selecting the City Attorney occurred every four years and said that the item was tentatively on the agenda for action during the June Council Meeting. Mayor Hollingsworth opened the floor for discussion or comments.



Councilmember Paschall said that because of the timeliness of the item, he felt that the Council should approve the current re-appointment, but noted that he thought the City should research other services for comparison sake in the future. Councilmember Warner said that while she would like to have additional information, she thought that the City had been served well by its current legal counsel, noting that the City had access to the full resources of the legal firm. Councilmember Perry stated that she supported re-appointing the current counsel.

Mayor Hollingsworth asked what more information the Council would like to see. Councilmember Paschall noted that he was not unhappy with the service the City currently used and was supportive of the re-appointment but added that he thought it would be in the best interest of the City to periodically undertake a review to ensure that the City receives the best value. City Administrator Nicholson stated that staff had completed a comparison review of 10 other municipalities to ensure that the City was receiving the best value for services. She stated that it was the determination of the review that the City was currently paying competitive rates for legal services and the City was able to utilize resources from the entire legal firm.

2. Council Rules of Procedure

Mayor Hollingsworth provided background information on the proposed Council Rules of Procedure and opened the floor for questions and comments. Councilmember Wright said that as a new Councilmember he was not sure if it was a standard process to adopt rules of procedures, and that he was interested to know why changes were being suggested and what the benefit of those changes would be.

Mayor Hollingsworth provided historical context for the rules of procedures, stating that they were last adopted by a previous Council in 2011. She said that the main difference proposed was to establish a "legislative season" to allow for ease in scheduling council initiatives. She added that outside of the proposed legislative season, new initiatives or motions could still be proposed but would require two co-sponsors. Mayor Hollingsworth also highlighted another proposed change pertaining to the establishment of ad hoc committees.

Councilmember Paschall said that he thought the proposed rules of procedure were fantastic and a huge step in the right direction. He added that he appreciated the clarity that the rules provided to the function of the executive committee and scheduling of Council agenda items.

Councilmember Solomon said that he had several questions and asked Mayor Hollingsworth the best way for him to go through them. Mayor Hollingsworth suggested that Councilmember Solomon send specific feedback to her and that a revised copy showing any changes would be included in the next Council packet. Mayor Hollingsworth also stated that she was open to staff feedback on the proposed rules of procedure as well.

COUNCIL DIALOGUE:

Several Councilmembers offered congratulations to the newly seated Mayor and Councilmembers.

MOTION TO ADJOURN:

1. Motion to Adjourn the Council Meeting of May 18, 2015

The meeting adjourned at 9:25 p.m.



RESULT:	APPROVED [UNANIMOUS]
MOVER:	Paula J. Perry, Councilmember, Ward 4
SECONDER:	Shani Warner, Councilmember, Ward 2
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Wright, Paschall, Perry, Williams, Solomon



CALL TO ORDER AND COUNCIL ROLL CALL:

The meeting was called to order by Mayor Candace B. Hollingsworth at 8:00 p.m.

Attendee Name	Title	Status	Arrived
Candace Hollingsworth	Mayor	Present	
Edouard Haba	Council President	Present	
Bart Lawrence	Council Vice President	Present	
Kevin Ward	Councilmember, Ward 1	Present	
Shani Warner	Councilmember, Ward 2	Present	
Robert S. Croslin	Councilmember, Ward 2	Present	
Patrick A. Paschall	Councilmember, Ward 3	Present	
Thomas Wright	Councilmember, Ward 3	Present	
Paula J. Perry	Councilmember, Ward 4	Absent	
Clayton R. Williams	Councilmember, Ward 5	Present	
Joseph Solomon	Councilmember, Ward 5	Present	

Also present were the following City staff members:

- City Administrator Tracey E. Nicholson
- Assistant City Administrator Jim Chandler
- City Treasurer Ron Brooks
- Police Chief Douglas Holland
- Director of Human Resources Vivian Snellman
- Director of Public Works Lesley Riddle
- City Clerk Laura Reams

MOMENT OF SILENCE IN HONOR OF BART KANE AND ALEJANDRO SANTOS:

The Mayor and Council held a moment of silence in honor of the passing of Mr. Bart Kane and seven-year old Alejandro Santos.

APPROVAL OF AGENDA:

1. Motion to Approve the Agenda for the Council Meeting of June 1, 2015

The motion to approve the agenda was passed unanimously with the following amendments: 1) the Council added Motion # 79-06-15 (Council Rules of Procedure) to the action agenda and 2) the Council added Motion # 80-06-15 (Special Election to Fill Ward 5 Vacancy) to the action agenda.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Edouard Haba, Council President
SECONDER:	Bart Lawrence, Council Vice President
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Williams, Solomon
ABSENT:	Perry

PUBLIC COMMENT:

Mr. Bruce Boyd and Ms. Valencia Boyd, Ward 1 residents, addressed the Mayor and Council in reference to the variance request for their property on the agenda.



Mrs. Susan Holland, a Ward 2 resident, recognized the City for its support of the Special Olympics Unified Relay Across America and thanked the Council for its support of Special Olympics.

Ms. Wanika Fisher, Policy and Community Coordinator for District 2 County Councilmember Deni Taveras addressed the Mayor and Council and residents to inform them that there would be an upcoming town hall meeting at Northwestern High School to discuss the County budget. Ms. Fisher said that she would be in touch with the details regarding the day and time of the meeting.

Mr. David Marshall, a Ward 2 resident, addressed the Mayor and Council and offered his congratulations to those in the City who participated in the Special Olympics relay race. He also noted his appreciation for resident and athlete Desi Holland. Mr. Marshall also made statements in regard to the Prince George's County budget and the recent announcement of a lease agreement for the building located at 4318 Gallatin Street with Pyramid Atlantic. Mr. Marshall requested additional details on the specifics of the lease agreement.

Mr. Carter Ross, a Ward 2 resident, addressed the Mayor and Council regarding the street lighting proposal. He said that while it was good to see the results of the study, he was concerned with the proposed to move to LED lighting. Mr. Ross said that LED lighting was a good choice for energy savings, however the light produced was a rich blue light that may be harmful to plants and potentially disruptive to circadian rhythms.

Mr. Clayton R. Williams, Ward 5 Councilmember, addressed the Mayor and Council with a prepared statement to announce his resignation from the Council due to a job opportunity out of state. Councilmember Williams said that he had seen an incredible amount of positive development in Hyattsville during his tenure and that he anticipated that his departure would not alter the forward momentum of the City. He added that he had found Hyattsville to be a special place and that his family had been able to experience the joy of being part of a supportive and loving community while living in the City.

PRESENTATIONS:

1. Proclamation in recognition of Clayton R. Williams.

Mayor Hollingsworth read a proclamation in honor of Ward 5 Councilmember Clayton R. Williams.

2. FY-2013 Audit

City Treasurer Brooks provided an update on the FY13 audit. He stated that the City was currently behind the planned track by approximately 3 weeks but that he believed that staff would be able to make up the gap.

3. Kiplinger Phase II: Presentation

Assistant City Administrator and Director of Community and Economic Development Jim Chandler provided background on the Kiplinger project and introduced Mr. William Shipp, Attorney for the development applicants of the Kiplinger Project. Mr. Shipp provided an overview of the proposed site plan consisting of single family town homes, multifamily apartments and a condominium development project. He noted that the project would move forward as one continuous phase. Mr. Chandler said that the applicant was scheduled to present the proposed plan to the City's Planning Committee and that the item would return to Council for comment at the July 20 Council meeting.

Mr. Shipp then responded to questions of clarification from the Mayor and Council. Council President Haba inquired about the parking plan for the condo residents as well as overflow parking. He also asked what the motivating factor was for moving away from the originally planned inclusion of retail on the site. Mr. Shipp responded that each unit was provided with designated parking spaces and a driveway. He said that there would also be street parking and a small overflow lot. In regard to retail, Mr. Shipp stated that they found that there was already a large existing market of retail in the area and that the market response to the proposal for retail was not strong.



Councilmember Paschall thanked Mr. Shipp for his presentation and inquired about the planned ownership of the new road that would be built through the development property. Mr. Shipp stated that the road would be owned by the City. Councilmember Paschall also asked if there would be additional parking designated on the new cross street or Editors Park Drive. Mr. Chandler responded that there were no plans for parking on the existing roads. There was a brief discussion regarding parking enforcement. Mr. Shipp said that parking enforcement within the development would be monitored and enforced by the Homeowners Association (HOA). There was also a brief discussion on the possibility of the development of additional parking on the south end of the site.

4. Overview of the Lighting Study - West Hyattsville

Director of Public Works Riddle provided an overview of the Lighting and Pedestrian Study and a summary of the recommendations of the study. Ms. Riddle said that one of the recommendations were to retrofit the existing lights to LED bulbs, she noted that the City would make sure to use the most relevant and new technology for the bulbs in relation to the public comment made by Mr. Ross. Director Riddle also stated that the City was approximately 90-120 days out to finalizing the negotiation for the retrofitting with Pepco and that the pedestrian study recommendations would move forward with the funds allocated in the FY16 budget.

Councilmember Paschall said that he was excited to see the results of the lighting study and requested to review the full study, stating that while he appreciated the summarized recommendations he was not sure he was able to get a clear understanding regarding the identified deficiencies within the City. Director Riddle stated that throughout the City, the deficiencies were consistent and that there was overall a lower level of lighting than needed. Councilmember Paschall requested that the City work in compliance with the International Dark Skies Associations recommendations and in regard to prioritization of areas, he suggested that the City address the pedestrian walkways near metro stations first. Director Riddle noted that the Queens Chapel MD 500 and Ager Road projects would address some of the identified pedestrian deficiencies.

Councilmember Solomon said that his concern was identifying the urgent areas for implementation of the recommendations, noting that he would like to see that changes begun in the residential areas first. Director Riddle said that in addition to concerns regarding pedestrian safety on sidewalks there had been some concern identified about safety in City parks and that the City was reviewing options for installation of solar and passive lighting in parks.

Councilmember Wright asked a technical questions regarding the wiring of lights, noting concerns with County owned lights currently on Belcrest Road that were structured so that when one light failed, all lights subsequently failed as well. Director Riddle addressed Councilmember Wright's concern and added that LED lighting life expectancy was much longer than the current light bulbs used throughout the City.

There was a brief discussion regarding ownership of lights in the City and what entity would be responsible for the cost of retrofitting and servicing lights. Director Riddle stated that the City owned a small percentage of lights in the City and would be working with Pepco on the other lights. She noted that the discussions would include a tariff that would cover maintenance fees.

CONSENT ITEMS:



RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Edouard Haba, Council President
SECONDER:	Robert S. Croslin, Councilmember, Ward 2
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Williams, Solomon
ABSENT:	Perry

1. MOU Between Board of Education and Hyattsville City Police

75-06-15 MOU Between Board of Education and Hyattsville City Police I move that the Mayor & Council approve an updated MOU between the Board of Education of Prince George's County and the Hyattsville City Police Department to provide police presence during sporting events and extracurricular activities sponsored by Northwestern High School.Office

2. Care Contract Extension

76-06-15 Office Care Contract Extension I move that the Mayor & Council agree to extend the Office Care contract for one year, ending May 31, 2016.

3. Renewal of Employment Contract for City Administrator

77-06-15 Renewal of Employment Contract for City Administrator I move that the Mayor & Council approve the renewal of a 2-year employment contract for Ms. Tracey E. Nicholson as the City Administrator effective May 14, 2015 with an ending date of May 13, 2017.

4. Proclamation in Recognition of Councilmember Clayton R. Williams

81-06-15 Proclamation in Recognition of Councilmember Clayton R. Williams I move that the Mayor & Council adopt the following proclamation in recognition of Councilmember Clayton R. Williams.

ACTION ITEMS:

1. Reappointment of the City Attorney

78-06-15 Reappointment of the City Attorney I move that the Mayor & Council reappoint Richard T. Colaresi, Esquire, of Karpinski, Colaresi & Karp, located in Baltimore, Maryland, as City Attorney at an hourly rate of \$120 - \$145 per hour.

City Administrator Nicholson noted that the price was flexible because some of the firm's associates had lower fees per hour.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Edouard Haba, Council President
SECONDER:	Shani Warner, Councilmember, Ward 2
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Williams, Solomon
ABSENT:	Perry

2. Hyattsville Resolution 2015-01, Council Rules of Procedure



79-06-15 Hyattsville Resolution 2015-01, Council Rules of Procedure I move that the Mayor & Council introduce and adopt Hyattsville Resolution 2015-01, a Resolution setting forth Rules of Procedure for the Hyattsville City Council.

Mayor Hollingsworth opened the item for discussion. Councilmember Solomon said that he had provided a list of suggestions and concerns to the Mayor. He requested additional time to review his list of concerns and asked for feedback from his colleagues. There was no further discussion.

RESULT:	APPROVED [8 TO 2]
MOVER:	Edouard Haba, Council President
SECONDER:	Robert S. Croslin, Councilmember, Ward 2
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Paschall, Wright, Williams
NAYS:	Warner, Solomon
ABSENT:	Perry

3. Special Election to fill vacancy in Ward 5

80-06-15 Special Election to fill Council vacancy in Ward 5 I move that the Mayor and Council direct the Board of Supervisors of Elections to proceed with the planning and scheduling of a special election to fill the Council vacancy in Ward 5. Per City Charter, Section C2-3, the special election must be held within seventy-five (75) of the date the vacancy is created.

Councilmember Warner asked when Councilmember Williams's resignation was effective. Councilmember Williams responded that it would be effective at the end of June and that he would communicate the effective date to the City Clerk.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Edouard Haba, Council President
SECONDER:	Patrick A. Paschall, Councilmember, Ward 3
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Williams, Solomon
ABSENT:	Perry

DISCUSSION ITEMS:

1. Variance Request: 4509 Buchanan Street

Assistant City Administrator Chandler provided background information on the variance request. After a brief discussion, the Council decided to take action on this item.

2. Variance Request: 5016 36Th Avenue

Assistant City Administrator Chandler provided background information on the requested variance and details on the conditions of the City's support for the variance. There was a brief discussion regarding the removal of a large shed. Councilmember Paschall asked the applicants if they had any concerns regarding the recommended removal of the shed. Ms. Boyd responded that she was agreeable with the recommendations from City staff.

After a brief discussion, the Council decided to take action on both of the variance request items.



82-06-15 Accept the Recommendation of City staff for the Variance Request pertaining to 4509 Buchanan Street I move that the Mayor & Council accept the recommendation of City staff for the variance request pertaining to 4509 Buchanan Street.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Patrick A. Paschall, Councilmember, Ward 3
SECONDER:	Edouard Haba, Council President
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Williams, Solomon
ABSENT:	Perry

83-06-15 Accept Recommendations of City Staff Pertaining to the Variance Request for 5016 36th Avenue I move that the Mayor & Council accept the recommendation of City staff for the variance request pertaining to 5016 36th Avenue.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Patrick A. Paschall, Councilmember, Ward 3
SECONDER:	Edouard Haba, Council President
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Williams, Solomon
ABSENT:	Perry

3. Banner, Buchanan, Crittenden, and 40Th Avenue Project

Director of Public Works Riddle provided background information on the Banner, Buchanan, Crittenden and 40th Avenue project and stated that the project would return to the Council for approval during the July Council meeting.

4. University Hills Sidewalk and Street Improvements

Director of Public Works Riddle provided an update on the University Hills Street Project. She stated that there would be a final design for the entire area by February 2016, however she stated that for several areas the design was at 100% completion and that staff would like to proceed with the initial phases of the project in those areas. Director Riddle said that the item would come back to the Council for approval to move forward with construction in the 100% designed areas during the July Council meeting.

Councilmember Wright said that he was delighted to see the project progressing and that he was looking forward to the upcoming community meeting. Director Riddle noted that the project would take approximately 3-4 years to complete.

5. Community Legacy Grant Application & Resolution

Assistant City Administrator Chandler provided background information on the Community Legacy Grant program. He stated that the city was pursuing a \$250,000 grant and that he hoped the item would return to the Council as a resolution approval in July. Councilmember Croslin suggested that a portion of the funds be allocated toward placemaking design elements in the City.

COUNCIL DIALOGUE:

Several Councilmembers made announcements regarding upcoming events and thanked Councilmember Williams for his services.



MOTION TO ADJOURN:

1. Motion to Adjourn the Council Meeting of June 1, 2015

The meeting adjourned at 9:38 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Robert S. Croslin, Councilmember, Ward 2
SECONDER:	Clayton R. Williams, Councilmember, Ward 5
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Williams, Solomon
ABSENT:	Perry

Minutes Acceptance: Minutes of Jun 1, 2015 8:00 PM (Approval of Minutes)



CALL TO ORDER AND COUNCIL ROLL CALL:

Mayor Candace Hollingsworth called the meeting to order at 8:01 p.m.

Attendee Name	Title	Status	Arrived
Candace Hollingsworth	Mayor	Present	
Edouard Haba	Council President	Present	
Bart Lawrence	Council Vice President	Present	
Kevin Ward	Councilmember, Ward 1	Present	
Shani Warner	Councilmember, Ward 2	Present	
Robert S. Croslin	Councilmember, Ward 2	Present	
Patrick A. Paschall	Councilmember, Ward 3	Present	
Thomas Wright	Councilmember, Ward 3	Present	
Paula J. Perry	Councilmember, Ward 4	Absent	
Joseph Solomon	Councilmember, Ward 5	Present	

Also present were the following individuals:

- City Administrator Tracey E. Nicholson
- Assistant City Administrator & Director of Community and Economic Development Jim Chandler
- City Treasurer Ron Brooks
- Police Chief Douglas Holland
- Director of Human Resources Vivian Snellman
- Director of Public Works Lesley Riddle
- Director of Community Services Jake Rollow
- City Clerk Laura Reams

APPROVAL OF AGENDA:

1. Motion to Approve the Agenda for the Council Meeting of July 20, 2015

The motion to approve the agenda passed unanimously with the following amendment: (1) amend motion numbers 89-07-15 and 90-07-15 to reflect a term expiration date of December 31, 2016.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Edouard Haba, Council President
SECONDER:	Shani Warner, Councilmember, Ward 2
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon
ABSENT:	Perry

APPROVAL OF MINUTES:

1. City Council - Regular Meeting - Jan 5, 2015 8:15 PM



RESULT: ACCEPTED [UNANIMOUS]
MOVER: Edouard Haba, Council President
SECONDER: Robert S. Croslin, Councilmember, Ward 2
AYES: Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon
ABSENT: Perry

2. City Council - Work Session - Jan 14, 2015 8:00 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Edouard Haba, Council President
SECONDER: Robert S. Croslin, Councilmember, Ward 2
AYES: Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon
ABSENT: Perry

3. City Council - Regular Meeting - Jan 20, 2015 7:45 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Edouard Haba, Council President
SECONDER: Robert S. Croslin, Councilmember, Ward 2
AYES: Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon
ABSENT: Perry

4. City Council - Work Session - Jan 28, 2015 8:00 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Edouard Haba, Council President
SECONDER: Robert S. Croslin, Councilmember, Ward 2
AYES: Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon
ABSENT: Perry

5. City Council - Regular Meeting - Feb 2, 2015 7:30 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Edouard Haba, Council President
SECONDER: Robert S. Croslin, Councilmember, Ward 2
AYES: Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon
ABSENT: Perry

6. City Council - Work Session - Feb 11, 2015 8:00 PM

Minutes Acceptance: Minutes of Jul 20, 2015 8:00 PM (Approval of Minutes)



RESULT: ACCEPTED [UNANIMOUS]
MOVER: Edouard Haba, Council President
SECONDER: Robert S. Croslin, Councilmember, Ward 2
AYES: Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon
ABSENT: Perry

7. City Council - Special Meeting - Apr 1, 2015 7:30 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Edouard Haba, Council President
SECONDER: Robert S. Croslin, Councilmember, Ward 2
AYES: Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon
ABSENT: Perry

8. City Council - Regular Meeting - Apr 6, 2015 8:00 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Edouard Haba, Council President
SECONDER: Robert S. Croslin, Councilmember, Ward 2
AYES: Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon
ABSENT: Perry

9. City Council - Special Meeting - Apr 29, 2015 8:00 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Edouard Haba, Council President
SECONDER: Robert S. Croslin, Councilmember, Ward 2
AYES: Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon
ABSENT: Perry

10. City Council - Public Hearing - May 4, 2015 7:30 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Edouard Haba, Council President
SECONDER: Robert S. Croslin, Councilmember, Ward 2
AYES: Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon
ABSENT: Perry

11. City Council - Special Meeting - May 13, 2015 8:00 PM



RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Edouard Haba, Council President
SECONDER:	Robert S. Croslin, Councilmember, Ward 2
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon
ABSENT:	Perry

12. City Council - Regular Meeting - May 18, 2015 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Edouard Haba, Council President
SECONDER:	Robert S. Croslin, Councilmember, Ward 2
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon
ABSENT:	Perry

PUBLIC COMMENT:

Ms. Carole Martin, a Ward 3 resident, addressed the Mayor and Council regarding the street and sidewalk project for University Hills. She stated that she was concerned that the City sidewalk policy may not be in line with requirements of the Americans with Disabilities Act.

Ms. Judith Robinson, a Ward 3 resident, addressed the Mayor and Council regarding the street and sidewalk project for University Hills. She stated that she was a longtime resident. In regard to the project, she said that she thought the storm water management piece was a good thing but said that she was concerned about additional taxes relating to the bonding of the project. Ms. Robinson said that she would like to see improvements in the roads, but not the installation of sidewalks everywhere.

Ms. Marion Schock, a Ward 3 resident, addressed the Mayor and Council regarding the University Hills Street and Sidewalk Project. She stated she was concerned about the narrowing of the streets for the installation of sidewalks and wondered where people would be able to park. She said that she was told that a vote was taken and 53% of people objected to sidewalks. She asked why the City would consider putting the sidewalks if the majority of residents were not in favor of it. She also stated she was concerned about the burden of shoveling the sidewalks in the winter.

Mr. Stuart Eisenberg, Executive Director of the Hyattsville Community Development Corporation, addressed the Mayor and Council regarding the upcoming downtown Hyattsville Arts festival on Saturday, September 19 and requested the support of the Council. He introduced one of the CDC's interns, Amy Williams, who addressed the Council regarding the Vacant Commercial Property Conversion Program. She said the project looks for ways to get startup businesses to do some of the maintenance or repair work needed for vacant properties in exchange for a lower base rent.

Mr. Gary Orndoff, a Ward 3 resident, addressed the Mayor and Council regarding the University Hills Street and Sidewalk Project. He questioned the need for the sidewalks and stated that he believed that the proposed 5 foot sidewalk would narrow the street too much and could make it difficult to get in and out of his driveway.

Ms. Nina Faye, a Ward 3 resident, addressed the Mayor and Council on behalf of the Code Compliance Advisory Committee. Ms. Faye stated that the committee asked her to read the motions that the committee had passed regarding the residential parking guidelines. Ms. Faye read the recommendations to the Mayor and Council.



Mr. James Ransom, a Ward 3 resident, addressed the Mayor and Council regarding the University Hills Streets and Sidewalks Project. He provided an account of his personal history and asked what authority the council had to override the previous vote taken. He stated that 87% of trees were within one foot of the curb and asked what would be done to compensate the homeowners for the loss of the trees.

Mr. Dakari Aarons, a Ward 5 resident, addressed the Mayor and Council in regard to his nomination for appointment on the Education Advisory Committee. He said that he had attended meetings of the committee and that he looked forward to serving the City.

Ms. Brooke Kidd, Director of Joe's Movement Emporium, addressed the Mayor and Council regarding the proposal for an MOU to have the City provide transportation from Hyattsville Elementary School to the after school program. She stated that Joe's would like to use the youth services van and that the program currently had 11 students enrolled from Hyattsville Elementary School.

Mr. David Marshall, a Ward 2 resident, addressed the Mayor and Council on several items. He stated he was concerned about scheduling the special election on a Saturday instead of a Tuesday and said that he hoped this was a onetime thing. In regard to 4318 Gallatin Street, the Arcade Building, he expressed disapproval of the deal the city had entered with Pyramid Atlantic, specifying that he felt that giving away a City asset was a mistake. On the topic of street advertisement, he asked if advertising on phone poles was allowed or if it was against the law. Lastly, regarding sidewalks, he stated that they are a vital tool for pedestrians. He said that safety for children and pedestrians should outweigh the needs and wants of the homeowners.

Ms. Deanna McDermot, a Ward 5 resident, addressed the Mayor and Council regarding her nomination for appointment on the City's Code Compliance Advisory Committee. Ms. McDermot stated she was looking forward to serving the City and would try to do her very best, adding that she wanted Hyattsville to be the place to be for amenities.

PRESENTATIONS:

1. FY-2013 Audit

City Treasurer Brooks provided the Council with an update on the FY13 audit. Mr. Brooks stated that there were no major issues, however, the City may need to do a restatement pertaining to a few grants that were awarded in FY12, but not received until FY13. He stated that staff had begun the track for FY14 and was on track to complete FY14 by the end of this year. Mr. Brooks also said that the City would formally submit an extension for the FY15 audit to the Department of Legislative Services.

2. Public Comment: Pyramid Atlantic Arts Center

City Administrator Nicholson provided an update on the Pyramid Atlantic Arts Center acquisition and details on the contract.

3. Staff Recognition

City Administrator Nicholson highlighted several staff recognition events, including participation of Police Officers in the World Police and Fire Games, the Special Olympics Elevation Burger Challenge and recognition of a Hometown Media Award to Cable TV Coordinator, Jonathan Alexander for his Cyclocross video. Ms. Nicholson also announced that the City has received designation as a Healthy Eating, Active Living (HEAL) Gold City.

CONSENT ITEMS:



RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Edouard Haba, Council President
SECONDER:	Bart Lawrence, Council Vice President
AYES:	Ward, Wright, Hollingsworth, Lawrence, Warner, Croslin, Paschall, Haba, Solomon
ABSENT:	Perry

1. Hyattsville Resolution 2015-02, Community Legacy Resolution

84-07-15 Hyattsville Resolution 2015-02, Community Legacy Resolution I move that the Mayor and Council introduce and adopt Hyattsville Resolution 2015-02 for the application and acceptance of \$250,000 in Community Legacy grant funds from the State of Maryland Department of Housing and Community Development for the purpose of funding both a commercial facade improvement program and public place making project and further authorize the Mayor to execute the agreement, upon the review of the City Attorney for legal sufficiency.

2. Purchase of Rock Salt

85-07-15 Purchase of Rock Salt I move that the Mayor & Council approve the purchase of rock salt from Cargill for the 2015/2016 winter season.

3. Website Contract with Civic Plus

86-07-15 Website Contract with Civic Plus I move that the Mayor & Council approve the motion to extend the fiscal year 2016 contract with Civic Plus to host the City's web site.

4. Schedule Special Election to Fill Ward 5 Vacancy

87-07-15 Schedule Special Election to Fill Ward 5 Vacancy I move that the Mayor & Council accept the recommendation of the Board of Supervisors of Elections to schedule a Special Election to fill the vacant Ward 5 Council seat on Saturday, September 12, 2015.

5. MOU Between Board of Education and Hyattsville City Police - Night School

88-07-15 MOU Between Board of Education and Hyattsville City Police - Night School I move that the Mayor & Council approve an updated MOU between the Board of Education of Prince George's County and the Hyattsville City Police Department to provide police presence during night school at Northwestern High School for a one year term expiring in July 2016.

6. Hyattsville Education Advisory Committee Appointment

89-07-15 Hyattsville Education Advisory Committee Appointment I move that the Mayor and Council appoint the following Hyattsville resident to serve as a member of the Hyattsville Education Advisory Committee for a two-year term expiring on July 31, 2017.

- Dakarai I. Aarons - Ward 5, New Appointment

7. Hyattsville Code Compliance Advisory Committee Appointment



90-07-15 Hyattsville Code Compliance Advisory Committee Appointment I move that the Mayor and Council appoint the following Hyattsville resident to serve as a member of the Hyattsville Code Compliance Advisory Committee for a two-year term expiring on July 31, 2017.

- Deanna McDermon - Ward 5, New Appointment

Additionally, I move that the Mayor and Council appoint Councilmember Joseph Solomon as a Council liaison to the Code Compliance Advisory Committee.

ACTION ITEMS:

1. Kiplinger: Memorandum of Understanding

91-07-15 Kiplinger: Memorandum of Understanding I move that the Council authorize the Mayor to execute the attached Memorandum of Understanding between the City of Hyattsville and The Kiplinger Washington Editors incorporated upon the legal review and approval of the City Attorney.

Assistant City Administrator Chandler provided a brief overview of the memorandum. Councilmember Lawrence asked for clarification on the terms of the MOU. City Administrator Chandler stated that the MOU specifically referred to the DSP for phase one of the project. There were no further questions.

RESULT:	APPROVED [8 TO 0]
MOVER:	Edouard Haba, Council President
SECONDER:	Joseph Solomon, Councilmember, Ward 5
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright
ABSENT:	Perry
AWAY:	Solomon

2. Banner, Buchanan, Crittenden, and 40Th Avenue Project

92-07-15 Banner, Buchanan, Crittenden, and 40Th Avenue Project I move that the Mayor & Council approve the contract with NZI Construction to begin the construction phase of the Banner, Buchanan, Crittenden, and 40th Avenue Project, funding not to exceed \$350,000.00.

Director of Public Works Riddle provided a brief overview of the status of the project. Director Riddle said that she anticipated that the project would be completed in approximately two months. Councilmember Haba asked if the project included the retaining wall. Ms. Riddle stated that it did not, clarifying that the retaining wall was part of the Crittenden Street portion of the project and that there was no date on the finished project design for Crittenden yet. Councilmember Lawrence asked if there is a start date for the project. Ms. Riddle stated that there was not an anticipated start date for that portion of the project yet.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Edouard Haba, Council President
SECONDER:	Shani Warner, Councilmember, Ward 2
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon
ABSENT:	Perry



3. University Hills Sidewalk and Street Improvements

93-07-15 University Hills Sidewalk and Street Improvements I move that the Mayor & Council approve the contract with NZI Construction to begin the first construction phase of the University Hills Sidewalk and Street Improvement Project, funding not to exceed \$1,083,000.00.

Director Riddle thanked Councilmember Wright for his help in organizing recent meetings with the community. Director Riddle noted that Phases 2 and 3 of the project were going to require additional community involvement. Councilmember Wright, thanked Riddle for her assistance and provided details on the feedback received regarding the project.

There was a discussion regarding the scope of Phase 1, 2 and 3 of the project. Councilmember Paschall asked what scope and design changes were in the design. Ms. Riddle provided details on the two design changes. Councilmember Paschall said that there were a lot of mixed opinions regarding the University Hills Sidewalk Project. There was an extensive and lengthy discussion regarding the project and the process by which scope changes had been made. Councilmember Paschall stated that if any changes were to be made to the original "Tim Hunt Proposal" that there needed to be more community outreach. Councilmember Lawrence asked for details about areas of Notre Dame that were not getting sidewalks in the revised plan. Ms. Riddle answered that the area was between Adelphi and Wells. Councilmember Paschall asked for additional clarification. Councilmember Lawrence stated he wanted to visually understand the changes and that he agreed with Councilmember Paschall's concerns. Councilmember Wright stated that the sidewalk policy allowed for an exception for a certain length and said that he thought that Notre Dame fell within the exception. Councilmember Wright also stated that in the study from 2011, 100% did not want sidewalks, but that only 66% of the street had responded. He said he would suggest that the City review sidewalk policy in general but that he did not believe there was reason to not move ahead with the street reconstruction as proposed.

Council President Haba asked what level of the design process the firm was at currently. Director Riddle answered that some levels of the design were at 30% and some were at 60%. She said that the City would have the 100% design in hand in February 2016. Councilmember Haba asked if the 100% design included sidewalks. Director Riddle stated that the design would include the sidewalks that were on the plan. Council President Haba suggested tabling the motion until the next Council meeting. There was a discussion regarding the cost implications of design changes. Councilmember Wright stated that he was not in favor of tabling the motion.

RESULT:	APPROVED [8 TO 1]
MOVER:	Edouard Haba, Council President
SECONDER:	Joseph Solomon, Councilmember, Ward 5
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Wright, Solomon
NAYS:	Paschall
ABSENT:	Perry

DISCUSSION ITEMS:

1. Possible MOU for Afterschool Transport

Director of Community Services Rollow provided background information on the proposal for an MOU with Joe's Emporium for afterschool transportation from Hyattsville Elementary School. There was a discussion about the contract. Councilmember Solomon asked for additional details on the contract. Councilmember Ward asked questions about the potential additional contract with Artworks and if the City would charge the same fees. Mr. Rollow stated he was not sure and noted that there had not been any formal discussion regarding a contract with Artworks.



There was discussion regarding the capacity of the City's vehicle. Councilmember Ward asked if the \$250 fee would be adjusted if the vehicle cost more than that to operate. Mr. Rollow stated there would need to be some flexibility for additional negotiation should the terms of the contract change. Councilmember Ward asked if this proposal with the City was in addition to the transportation that Joe's already provides. Mr. Rollow responded in the affirmative and said that Joe's was planning to continue with current transportation agreement they had in place with Mt. Rainer.

Councilmember Paschall stated that he appreciated that the MOU had flexibility for changing cost and asked what the City's liability was if there was an accident. Mr. Rollow stated that he was not sure of the specific terms of the City's insurance policy, but said there was no additional liability for transporting students. Councilmember Paschall stated Joe's currently charged a weekly rate of \$85 and a transportation fee for student. He stated that he wanted to make sure that low income students would be able to participate in the program before the City committed to assisting with transportation for students to the program. Mr. Rollow stated Joe's currently accepted a Maryland voucher program for students. Councilmember Paschall asked to have Joe's consider more ways to include low income students.

Councilmember Warner expressed concern about including students in other city schools and capacity for the City to provide similar transportation from other schools. Councilmember Solomon stated that he was in favor of the program, but did not know about the possible additional contract with Artworks prior to the meeting. Councilmember Solomon said that he wanted to have a standardized way for businesses to approach the city on these types of agreements. Councilmember Haba asked a question about low income involvement. Councilmember Paschall asked what they should do about the preference of schools and how the City would handle any additional requests. Mr. Rollow stated the City was willing to do multiple trips noted that no one afterschool program could meet all needs of the area's youth.

2. Hyattsville Life and Times Contract

Director Rollow provided a summary of the proposed FY16 Life and Times Contract and noted that there was a 1.7% increase. Councilmember Croslin suggested that the paper include a teen column. Councilmember Warner stated that she thought the paper did a great job of getting the news out and said that she thought the editors were often grateful for people to propose columns. She added that she thought the City was lucky to have the newspaper. It was noted that this item would come back on the consent agenda for the August 3 Council meeting.

3. Department of Public Works RFQ Selection

Director Riddle provided an overview of the process of RFQ selection for the design/build of the Public Works Facility, stating that the proposed costs had come in much higher than originally anticipated. Director Riddle noted that a great portion of the increased costs pertained to storm water mitigation. She stated that the overall projected cost of the project was \$3.3M.

Councilmember Paschall asked for additional details on the cost differential, stating that he felt it was important for the City to learn a lesson from this experience so that the City could budget more accurately for these types of projects in the future. Director Riddle stated that the current storm water regulations were more stringent than they were many years ago, accounting for a significant increase in the costs. She also added that the age of the site made it difficult to account for unseen factors. Councilmember Paschall stated he supported the environmental initiatives, but he was concerned about the increased costs and how the City could be proactive in that respect in the future. Councilmember Warner shared Councilmember Paschall's concerns and said that this circumstance is why she believed the City needed to protect its rainy day fund. Councilmember Lawrence said that the utilization of solar panels would over time provide cost savings to the City and inquired about the funding source from the operational budget. Director Riddle stated that the project funding was allocated out of the Capital Improvements Budget and added that she had had some initial meetings with the County to pursue grant funding opportunities.



There was a brief discussion regarding the City's annual debt service and the City's capacity to borrow funds. Councilmember Solomon asked in terms of the amount added to annual debt service fee. Mr. Brooks stated initially it comes out of the CIP, but the back end cost comes out of the debt service which comes out of the general fund. He will follow up with the Council via email. Councilmember Solomon asked about the interest rate being higher and the city's position to borrow. Mr. Brooks stated that the city was currently well under its debt capacity and approximated the current debt at approximately \$11M. There was a discussion about future planning and possible partnerships.

4. FY16 - New and Replacement Vehicle Purchases

City Administrator Nicholson provided a brief overview of the request for purchase of new and replacement vehicles for the Police Department, Department of Public Works and Code Compliance. She noted that the request for funds was within approved budget amounts for FY15.

Councilmember Lawrence asked if the City would be looking at new or used vehicles and how the City would move forward on these purchases. Assistant City Administrator Chandler stated that previously the City purchased a slightly used vehicle with a warranty. Councilmember Lawrence asked if the City was eligible for any of the rebates regarding the hybrid. Mr. Chandler stated the City was not eligible because the city does not pay taxes. Councilmember Haba asked if the van for community services will come at a later time. City Administrator Nicholson responded that the Community Services vehicle purchase would be on a future agenda.

5. MOU for Parking Management of Parcel N at University Town Center

Assistant City Administrator Chandler provided a brief overview of the proposal for the City to take on parking enforcement management for Parcel N at University Town Center. Mr. Chandler said that he thought that the agreement would benefit both the property owner and the City, adding that there was also flexibility built into the MOU in the form of a 60 day opt out policy. It was stated that this item would return to the Council on the Consent agenda for the August 3 Council meeting.

6. Kiplinger Phase II: Discussion

Assistant City Administrator Chandler provided an overview of Phase 2 of Kiplinger development project and an overview of the request for a letter of support. There was a brief discussion regarding the square footage of the units, the targeted sales demographics and resale value.

Councilmember Wright asked if there was going to be a follow up meeting or presentation from NVR Homes to show how they would be incorporating feedback from the Council and the City's Planning Committee, such as art-scaping. Assistant City Administrator Chandler said that typically the committee would get a debriefing after the Planning Board hearing.

There was a discussion regarding the language used in the Planning Committees recommendation for item #3, regarding the view upon entry to the development from East-West Highway. Mr. Chandler stated that the Planning Committee's recommendations for this particular item had been partially addressed by the applicant and that staff did not feel it necessary to include the recommendation in the report to the Council.

7. Livescan Fingerprinting Service Fees

Police Chief Holland introduced Ms. Alana Andrews, Evidence Technician for Hyattsville City Police. He stated that Ms. Andrews was present to address any technical questions from the Council about the system and to provide details on the proposed fee structure.



Councilmember Haba asked where the City fell in the fee structure compared to surrounding municipalities. Ms. Andrews answered that the proposed \$20 fee was a standard fee for every agency that she had researched and that the fee helped to cover the maintenance cost of the software. Councilmember Solomon asked if the fees went to the general fund. He also asked if the City kept fingerprints on file in the Police Department. Chief Holland confirmed that fees for services go into the general fund. Ms. Andrews stated that the State policy on retention of citizen fingerprints was one year and that fingerprints were checked into the State database.

Councilmember Solomon asked if Hyattsville residents would be aware that once fingerprints are taken it would then be included into the record database. Ms. Andrews stated she was not sure if there was a statement on the policy for applicants. Councilmember Paschall added that he wanted to make sure that residents received the proper disclosure. Councilmember Wright asked if there was any identifying data attached to the fingerprints. Ms. Andrews answered that fingerprints, name, date of birth, and social security were all optional fields on the data entry form. She said that the data was stored in a secured database. Councilmember Wright asked if the computer was on the Hyattsville network. Ms. Andrews answered that it was on the state database and that she did not think that the data was on the City's network. She said that the State of Maryland had specific requirements for database security.

8. Hyattsville Resolution 2015-03, Hyattsville CDC Community Legacy Application

Mayor Hollingsworth provided background information on the request received from the HYCDC for support of their Community Legacy application. Mayor Hollingsworth stated that it will require adoption by the Council. City Clerk Reams stated that the request had been reviewed and approved by the City Attorney.

COUNCIL DIALOGUE:

Councilmember Wright stated that he was not disapproving of the "Tim Hunt Plan" for the University Hills Street Project and said that he had appreciation and respect for the work that had been done previously on the project.

Councilmember Warner updated everyone that candidate registration for the Ward 5 special election had begun. She stated that she wanted to encourage residents to run for Council.

Councilmember Haba provided updates from the recent PGCMMA meeting and stated there was a conversation regarding CB41, a county bill proposing vendor fees for farmers markets. Mayor Hollingsworth stated she has been asked to sign a letter to inform the impact on the municipality for the farmer's market vendor fees.

Councilmember Solomon thanked Councilmember Warner for encouraging civic involvement in Ward 5. He said he was glad for a spirited race. He thanked residents of 37th Place for their first block party and announced an upcoming Ward 5 block party. Councilmember Solomon also thanked City staff for the assistance with the 2nd Ward 5 community meeting.

Councilmember Paschall discussed the Supreme Court ruling on MD's tax sharing program. He also thanked Treasurer Brooks for his hard work on the audits. Lastly, he stated that some of the work that the City was doing is ringing in the top levels of Congress, noting recent statements by Nancy Pelosi in support of lowering the voting age in the Country.

Councilmember Croslin also thanked Treasurer Brooks for his hard work. He also congratulated to Mr. Jeremy Luty of Gallatin Street who received his masters in classical guitar.

MOTION TO CLOSE:

1. Motion to Close



94-07-15 Motion to Close I move that the Mayor & Council close the Council Meeting of July 20, 2015 in order to discuss performance evaluations and contract negotiations for two employees over whom the Council has jurisdiction and contract negotiations pertaining to the investment of public funds.

Pursuant to the requirement of the Annotated Code of Maryland State Government Article 3-104(1)(2); this statement is included in these minutes:

A closed session of the Council of the City of Hyattsville was held at 10:44 p.m., Monday, July 20, 2015, in the City of Hyattsville Municipal Building, Third Floor Council Chambers.

In addition to the City Council, the following staff members were present: **City Administrator Nicholson and Director of Human Resources Snellman, Assistant City Administrator Chandler** (Mr. Chandler left at 10:55 p.m.).

The authority under which the session was closed was the Annotated Code of Maryland State Government General Provisions Article Sections 3-305(b)(1)(i) – To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of the appointees, employees, or officials over whom this public body has jurisdiction, §3-305(b)(5) consider the investment of public funds; and §3-305(b)(14) discuss, before a contract is awarded or bids are opened, a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

Topics Discussed: Assistant City Administrator Chandler provided the Council with an update on negotiations regarding the proposal for a structured parking facility and Director of Human Resources Snellman reviewed personnel evaluations and proposed contract renewal terms for Assistant City Administrator Chandler and Director Rollow.

Action Taken: None taken.

The closed session ended at 11:30 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Edouard Haba, Council President
SECONDER:	Shani Warner, Councilmember, Ward 2
AYES:	Ward, Wright, Hollingsworth, Lawrence, Warner, Croslin, Paschall, Haba, Solomon
ABSENT:	Perry



CALL TO ORDER AND COUNCIL ROLL CALL:

The meeting was called to order by Mayor Candace Hollingsworth at 8:02 pm.

Attendee Name	Title	Status	Arrived
Candace Hollingsworth	Mayor	Present	
Edouard Haba	Council President, Ward 4	Present	
Bart Lawrence	Council Vice President, Ward 1	Present	
Kevin Ward	Councilmember, Ward 1	Absent	
Shani Warner	Councilmember, Ward 2	Present	
Robert S. Croslin	Councilmember, Ward 2	Absent	
Thomas Wright	Councilmember, Ward 3	Present	
Patrick A. Paschall	Councilmember, Ward 3	Present	
Paula J. Perry	Councilmember, Ward 4	Present	
Joseph Solomon	Councilmember, Ward 5	Late	8:10 PM

Also present were the following City staff members:

- City Administrator Tracey E. Nicholson
- Assistant City Administrator & Director of Community & Economic Development Jim Chandler
- City Treasurer Ron Brooks
- Police Chief Doug Holland
- Public Works Buildings & Grounds Supervisor Mike Schmidl
- Director of Human Resources Vivian Snellman
- Director of Community Services Jake Rollow
- City Clerk Laura Reams

APPROVAL OF AGENDA:

1. Motion to Approve the Agenda for the Council Meeting of August 3, 2015

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Edouard Haba, Council President
SECONDER:	Shani Warner, Councilmember, Ward 2
AYES:	Wright, Hollingsworth, Perry, Lawrence, Warner, Paschall, Haba
ABSENT:	Croslin, Ward, Solomon

PUBLIC COMMENT:

Mr. Nehemiah Dixon III, Program Director of Artworks Now, addressed the Mayor and Council in support of the action for Afterschool Transportation for Joe's Movement Emporium.

Ms. Lisa Walker, a Ward 2 resident, addressed the Council on behalf of Hyattsville Aging in Place (HAP). Ms. Walker thanked the Council for supporting the Senior Services Coordinator position.

Ms. Rebecca Bennett, Editor and Web Manager of the Hyattsville Life and Times, addressed the Mayor and Council regarding the recent discussions on the City's annual contract with the newspaper. She stated that the newspaper was appreciative of the suggested changes but noted that it was imperative that the paper maintain editorial control of their content and consider all suggestions by the same vetting process. Ms. Bennett stated that the newspaper welcomed content from everyone in the City.



Ms. Caroline Selle, Editor of the Hyattsville Life and Times, addressed the Mayor and Council regarding the recent discussions on the City's annual contract with the newspaper. Ms. Selle noted that the pricing of the annual contract included the cost of printing the Hyattsville Reporter and the delivery of the paper to all residents. She stated that the paper was a non-profit organization with a small budget and additional services requested would require additional fees. Ms. Selle said that she was happy to answer any follow up questions from the Council.

PRESENTATIONS:

1. Introduction to Senior Services Coordinator, Beryl Johnson

Director of Community Services Jake Rollow, introduced new Senior and Disability Services Coordinator, Beryl Johnson to the Mayor and Council.

2. Public Comment Follow Up

City Administrator Nicholson addressed the following issues that were brought up in public comment during the July 21 Council Meeting: 1) Advertisements on Telephone Polls, 2) University Hills Street and Sidewalk Project and 3) Scheduling of the Special Election for Ward 5.

Regarding the advertisements, City Administrator Nicholson advised that placing advertisements on telephones was not legal in the City and requested individuals to contact City Compliance. In regard to the University Hills Street and Sidewalk project, Ms. Nicholson clarified that the Council had voted to proceed with Phase 1 of the project. She acknowledged that the project was controversial in the City and provided details on the change in project scope. Administrator Nicholson stated that by proceeding with the project, it was a show of the City's commitment to the University Hills community. She also noted that the phased approach provided the Council with the opportunity to determine if they want to move forward on the current project or revisit the project.

City Administrator Nicholson responded to the concern expressed about the selection of a Saturday as the Election Day for the Special Ward 5 Election. She stated that the Election Board was committed to continuing scheduling Election Day on Tuesdays for regular elections and that a Saturday had been chosen for the special election due to time conflicts.

3. FY-2013 Audit

City Treasurer Brooks provided an update on the FY13 audit, noting that the Council would receive closing documents for the audit in the next week. Mr. Brooks reported that City was in the process of working on the Fiscal Year 2014 audit. Treasurer Brooks also informed Council that the City had received communication from the State of Maryland regarding the two year past due audits. He stated that the City treasurer's office had been in contact with the State to update them on the status of the audits and that the goal was still to complete the FY14 audit this year. There was a brief discussion regarding the need for additional staffing in the City's finance office. Treasurer Brooks acknowledged that the office was in need of additional staffing and said that he anticipated making a request for an additional staff member in the next budget year.

4. Nine Pond Feasibility Study

Assistant City Administrator Chandler introduced Mr. Brad Frome, Assistant Deputy Chief Administrator from the County Executive's Office. Mr. Frome presented an update on the Nine Ponds Feasibility Study and an overview of the background of the project. He described the need for increased storm water mitigation in the area in conjunction with possible redevelopment of Prince George's Plaza.

Council President Haba thanked Mr. Frome for the presentation and asked what the anticipated life expectancy would be for the proposed facility. Mr. Frome responded that an initial study was meant to determine a life expectancy and if the proposal was even possible. Councilmember Solomon requested that the City be provided with an update once the study was completed. Councilmember Paschall asked what the



timeline for completion of the study was. It was stated that the study would be completed in approximately 6-8 months and that it would include recommendations. Mr. Frome noted that there was a necessary interim step where engineers will review the recommendations.

5. Recommendations from the Education Advisory Committee

Director of Community Services Rollow introduced Mr. Michael Mineiro, Chair of the Education Advisory Committee. Mr. Mineiro addressed the Mayor and Council regarding recommendations from the Committee and provided an update on the Committees activities to date. He summarized an advisory memo that the committee had prepared for the Council. Key recommendations included City support of student services through greater community outreach and advocacy on behalf of the local public education, the support of local arts programs, and supporting the schools bilingual needs. Mr. Mineiro stated that the committee was looking forward to working with City administrator to achieve their goals. Councilmember Paschall thanked Mr. Mineiro and praised the committee for their work. He asked if the committee could review and prioritize the recommendations and return to the Council with identifiable outcomes.

CONSENT ITEMS:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Edouard Haba, Council President
SECONDER:	Shani Warner, Councilmember, Ward 2
AYES:	Wright, Hollingsworth, Perry, Lawrence, Warner, Paschall, Haba, Solomon
ABSENT:	Ward, Croslin

1. Motion #95-08-15 Police Department Replacement Vehicle Purchases

95-08-15 Police Department Replacement Vehicle Purchases I move that the Mayor & Council approve the purchase and up fitting of six (6) replacement police department vehicles in an amount not to exceed \$282,000.

2. Motion #96-08-15 Code Compliance Replacement Vehicle Purchase

96-08-15 Code Compliance Replacement Vehicle Purchase I move that the Mayor and Council authorize the purchase of a single 2015 Ford C-Max Hybrid vehicle from Koons Ford of Silver Spring, 3111 Automobile Boulevard, Silver Spring, Maryland, for a total purchase price not to exceed \$26,500.00.

3. Motion #97-08-15 DPW Department Replacement Vehicle Purchases

97-08-15 DPW Department Replacement Vehicle Purchases I move that the Mayor & Council approve the purchase of two (2) replacement vehicles and two (2) pieces of equipment for the Department of Public Works, not to exceed \$300,000.

4. Motion #98-08-15 Hyattsville Life and Times Contract

98-08-15 Hyattsville Life and Times Contract I move that the Mayor & Council approve the FY16 contract with the Hyattsville Life and Times in an amount not to exceed \$28,680, upon the review and approval by the City Attorney for legal sufficiency.

5. Motion #99-08-15 Proclamation in Recognition of 2015 National Farmers Market Week

99-08-15 Proclamation in Recognition of 2015 National Farmers Market Week I move that the Mayor & Council adopt the following proclamation in honor of National Farmers Market Week, August 2 - 8, 2015.



6. Motion #100-08-15 Livescan Fingerprinting Fee Schedule

100-08-15 Livescan Fingerprinting Fee Schedule I move that the Mayor & Council approve a City service fee of \$20 in addition to State of Maryland fees ranging from \$18 to \$34.50 for the various types of electronic fingerprinting services.

7. Motion #101-08-15 Memorandum of Understanding: Parcel "N", Berman Enterprises

101-08-15 Memorandum of Understanding: Parcel "N", Berman Enterprises I move that the Mayor & Council authorize the City Administrator to execute a Memorandum of Understanding with Berman Enterprises for the parking operations management of Parcel N at University Town Center for a term of up to five (5) years, upon the review and approval by the City Attorney for legal sufficiency.

8. Motion #102-08-15 Hyattsville Resolution 2015-03, Hyattsville CDC Community Legacy Application

102-08-15 Hyattsville Resolution 2015-03, Hyattsville CDC Community Legacy Application I move that the Mayor & Council adopt Hyattsville Resolution 2015-03, a Resolution of the City of Hyattsville approving the Hyattsville Community Development Corporation's application and receipt of financing for a Community Legacy Project for the rehabilitation of 4314 Farragut Street as further described in the Community Legacy Application either directly by the Department of Housing and Community Development of the State of Maryland or through other departments or agencies of the State of Maryland.

9. Motion #103-08-15 Schedule Public Hearing, Presentation of Prince George's Plaza TDDP

103-08-15 Schedule Public Hearing, Presentation of Prince George's Plaza TDDP I move that the Mayor & Council schedule a Public Hearing on September 21, 2015 at 7:00 p.m. for a presentation of the Prince George's Plaza Transit District Development Draft Plan from Maryland National Capital Park and Planning Commission.

ACTION ITEMS:

1. Motion #104-08-15 Kiplinger Phase II: DSP-14010/01

104-08-15 Kiplinger Phase II: DSP-14010/01 I move that the Mayor & Council send correspondence to the Maryland-National Capital Park & Planning Commission stating the City's support of Kiplinger Phase II: Detailed Site Plan 14010/01 with the following conditions:

- 1) The developer will be required to provide additional street furniture along East-West Highway, pocket parks and along the development's designated greenway. The street furniture should include, but not be limited to, street art, bike racks, seating, trash/recycling cans and dog waste receptacles that are artistic in nature.
- 2) The City does not support a variance request to permit, "Gross Living Space of a minimum 1,250 sq ft", and will require that all townhouse units be constructed to 4-stories, without an option for 3-story units.
- 3) The proposed pitched roof for the condominium buildings must be revised as either a flat roof with equal height to the proposed elevation or modified in keeping with the urbanized aesthetics of the transit district.

The City is supportive of the applicant's pursuit of street names that reflect the printing history of the site.



Councilmember Perry inquired why there was a request to change the street names. Assistant City Administrator Chandler responded that existing street names were not being changed and that the request was to name new streets within the development with naming conventions consistent with the printing history of the area. Councilmember Perry also inquired about the allocated parking apartments and the town homes. Mr. Chandler responded that a structured parking unit would service the condos, and the town homes would have tandem parking. Councilmember Perry asked how many stories the structured parking garage was planned to be, Mr. Chandler responded that it was planned to be four to five stories wrapping around the multifamily building.

RESULT:	APPROVED [7 TO 1]
MOVER:	Edouard Haba, Council President
SECONDER:	Joseph Solomon, Councilmember, Ward 5
AYES:	Wright, Hollingsworth, Lawrence, Warner, Paschall, Haba, Solomon
NAYS:	Perry
ABSENT:	Ward, Croslin

2. Motion #105-08-15 Afterschool Youth Transportation

105-08-15 Afterschool Youth Transportation, Joe's Movement Emporium I move that the Mayor & Council authorize staff to execute a contract with Joe's Movement Emporium for afterschool transportation at no cost to the City, upon the review and approval by the City Attorney for legal sufficiency.

Director Rollow provided follow up information on outstanding questions from the last discussion. He said that Joe's had agreed to waive transportation fee for low income students utilizing the County voucher program. However, Director Rollow said that Joe's had also reported that they had experienced trouble getting the County to approve the voucher program applications, and Joe's had requested advocacy assistance from the City. There was a lengthy discussion regarding the inclusion of other schools in the program and the possibility of similar requests from other organizations.

RESULT:	APPROVED [7 TO 0]
MOVER:	Edouard Haba, Council President
SECONDER:	Joseph Solomon, Councilmember, Ward 5
AYES:	Wright, Hollingsworth, Lawrence, Warner, Paschall, Haba, Solomon
ABSTAIN:	Perry
ABSENT:	Ward, Croslin

DISCUSSION ITEMS:

1. Selection of Tree Maintenance Contractor

City Administrator Nicholson provided a summary of the background information on the selection of a tree maintenance contractor, stating that the contractor provided represented both the best value for the City and the only contractor who completed all requirements of the Request for Proposal (RFP).

2. Establishing Hyattsville Police and Public Safety Advisory Committee

Councilmember Solomon introduced his motion to establish the Hyattsville Police and Public Safety Advisory Committee, stating that the motion was a culmination of work with the staff and Council. Chief Holland addressed the Mayor and Council to provide his input on the proposed committee. He thanked



Councilmember Solomon for working on the motion and said that he thought it was a wonderful opportunity for opening the dialogue between the Police Department and the residents in the community.

There was an extensive discussion regarding the specific details of the committee worksheet and the specific language used on the worksheet. Council Vice President Lawrence said that as the worksheet was proposed, the committee seemed to function more to advise staff than Council. Councilmember Paschall questioned the prescribed grounds for removal of a member and suggested that the requirement for attendance be removed as to not discourage residents from involvement. Councilmember Warner suggested that the grounds for removal be consistent with the existing City committees. Councilmember Solomon stated that he was agreeable with the proposed changes.

There was a brief discussion regarding the inclusion of a youth member on the committee. Police Chief Holland stated that he felt strongly about including youth involvement on the committee. There was also a discussion regarding the role of the committee as an advisory body or as an advocacy body for the Police Department. At the close of the discussion Councilmember Solomon requested that additional comments be emailed to him for review.

COUNCIL DIALOGUE:

Councilmember Solomon said that he would be coming forward with a motion to establish another City committee. He also inquired if the Council Rules of Procedure for the legislative season deadline could be extended for the incoming Ward 5 Councilmember. Several Councilmembers reminded residents of the upcoming National Night Out event.

MOTION TO CLOSE:

106-08-15 I move that the Mayor & Council close the Council Meeting of August 3, 2015 in order to discuss contract negotiations pertaining to the investment of public funds.

Pursuant to the requirement of the Annotated Code of Maryland State Government Article 3-104(1)(2); this statement is included in these minutes: A closed session of the Council of the City of Hyattsville was held at 10:16 p.m. on Monday, August 3, 2015, in the City of Hyattsville Municipal Building, Third Floor Council Chambers. In addition to the City Council, the following staff members were present: **City Administrator Nicholson, Assistant City Administrator Chandler, Treasurer Brooks and City Clerk Reams.**

The authority under which the session was closed was the Annotated Code of Maryland State Government General Provisions Article Section §3-305(b)(5) consider the investment of public funds.

Topics Discussed: City staff provided an update on negotiations pertaining to the possible investment of public funds into a structured parking facility.

Action Taken: None taken.

The closed session ended at 11:22 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Edouard Haba, Council President
SECONDER:	Paula J. Perry, Councilmember, Ward 4
AYES:	Wright, Hollingsworth, Perry, Lawrence, Warner, Paschall, Haba, Solomon
ABSENT:	Ward, Croslin



CALL TO ORDER:

The Public Hearing was called to order by Mayor Hollingsworth at 7:03 p.m.

Attendee Name	Title	Status	Arrived
Candace Hollingsworth	Mayor	Present	
Edouard Haba	Council President	Late	7:26 PM
Bart Lawrence	Council Vice President	Present	
Kevin Ward	Councilmember, Ward 1	Present	
Shani Warner	Councilmember, Ward 2	Present	
Robert S. Croslin	Councilmember, Ward 2	Present	
Thomas Wright	Councilmember, Ward 3	Present	
Patrick A. Paschall	Councilmember, Ward 3	Present	
Paula J. Perry	Councilmember, Ward 4	Absent	
Joseph Solomon	Councilmember, Ward 5	Late	7:25 PM

Also present were the following City staff members:

- City Administrator Tracey E. Nicholson
- Assistant City Administrator & Director of Community & Economic Development Jim Chandler
- City Treasurer Ron Brooks
- Police Chief Doug Holland
- Director of Human Resources Vivian Snellman
- Director of Public Works Lesley Riddle
- Director of Community Services Jake Rollow
- City Clerk Laura Reams
- Assistant City Clerk Lillie Littleford

PRESENTATIONS:

1. Prince George's Plaza TDDP Draft Plan

Assistant City Administrator Chandler provided background information on the Prince George's County Transit District Development Plan (TDDP) and introduced Mr. Bill Washburn & Mr. Scott Rowe from Maryland-National Capital Planning Commission (M-NCPPC). Mr. Chandler noted that the City's comments on the draft plan were due to M-NCPPC at the end of October.

Mr. Bill Washburn, Project Co-Manager and Planning Coordinator from M-NCPPC provided a summary of the key elements of the draft PG Plaza TDDP, highlighting the objectives of the plan, the proposed vision for the area, the public engagement portion of the plan development, key recommendations, and the proposed timeline for adoption and approval of the plan.

Mr. Scott Rowe, Co-Project Manager, addressed the Mayor and Council to provide specific details on the key plan recommendations highlighting changes to the approved table of uses for the area, zoning map amendments and an overview of the comprehensive parking plan and storm water management.

In closing Mr. Washburn notified the Council of upcoming public hearing sessions and stated that the plan was scheduled for adoption by the Planning Board in December and then the plan was scheduled for consideration of approval by the District Council on April 5, 2016.

There were no questions from the Council. Mayor Hollingsworth opened the floor to comments from the public.



Mr. Matthew Palus, a Ward 3 resident, addressed the Council and the representatives from M-NCPPC regarding the land area referred to as the “Bloomberg Property” located behind the historic home, Hitching Post Hill. He stated that he was concerned about potential damage or loss of archeological and cultural resources located on the undeveloped land and asked what kind of historical preservation review would be triggered by the rezoning or development of the land. Mr. Rowe responded that if the land was redeveloped, the property owner would be required to do an archeological survey of the area. He stated that results of the survey were required to be presented to the Planning Board and the Historic Preservation Commission before any action was taken on the land. Mr. Rowe further stated that the property in question was currently zoned for single family housing and the property owner was currently in discussions on how to proceed with the site.

Ms. Nina Faye, a Ward 3 resident, addressed the Mayor and Council to express concern about the proposed reduction of traffic lanes on East West Highway and the impact on traffic circulation in the area.

Ms. Irene Marsh, a Ward 1 resident, stated her support for Ms. Faye's concern regarding traffic. Ms. Marsh added that she was concerned about high volume on narrow residential streets.

Mayor Hollingsworth thanked Mr. Washburn and Mr. Rowe for their assistance and adjourned the meeting at 7:43 p.m.



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 12/7/2015 8:00 PM
Department: Finance Department
Prepared by: Ron Brooks
Sponsors: At the Request of the City Administrator
DOC ID: (ID # 1354)

6.1

Presentations: FY-2014 Audit Update

SUBJECT: FY-2014 Audit Update

SECTION: Presentations

BACKGROUND:

The FY-2014 audit is moving along as planned. Testing was recently completed in investments, debt service, taxes, cash disbursements, cash receipts and payroll. This audit is scheduled to be completed at the end of this calendar year.

NEXT STEPS:

Continue with the goal of completing the FY-2014 audit by the end of this calendar year.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

The City Treasurer will continue to work with the CohnReznick and Lindsey & Associates to complete past due audits.

STRATEGIC GOALS

Goal: Goal 4 – Foster Excellence in all City Operations


Tracey Nicholson, City Administrator 12/2/2015



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 12/7/2015 8:00 PM

Department: City Administration

Prepared by: Tracey Nicholson

Sponsors: At the Request of the City Administrator

DOC ID: (ID # 1355)

6.2

Presentations: Introduction of New Staff Members

SUBJECT: Introduction of New Staff Members

SECTION: Presentations

BACKGROUND:

Police Chief Holland will introduce four new Police Officers and Director Rollow will introduce the City's new Community Services Cable and Video intern.

NEXT STEPS:

None.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

None.

STRATEGIC GOALS

Goal: Goal 4 – Foster Excellence in all City Operations


Tracey Nicholson, City Administrator 12/2/2015



Presentations: Education Advisory Committee Recommendations

SUBJECT: Education Advisory Committee Recommendations

SECTION: Presentations

BACKGROUND:

The attached memo outlines the prioritized recommendations from the Education Advisory Committee. The Education Advisory Committee submitted a series of recommendations during the August 3, 2015 Council meeting. At that time, the City Council requested the recommendations be prioritized in coordination with City Staff.

NEXT STEPS:

Staff will work with the committee to begin implementing identified priorities.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Logistical support and coordination

STRATEGIC GOALS

Goal: Goal 5 – Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community


Tracey Nicholson, City Administrator 12/3/2015

MEMO

To: Mayor Candace Hollingsworth and Hyattsville City Council

From: Hyattsville Education Advisory Committee

October 27, 2015

Mayor and Council,

On August 3rd, the Chair of the Education Advisory Committee spoke with the City Council regarding recommended initiatives the city could take to help maximize educational opportunities for Hyattsville students. (See attached memo dated July 23, 2015).

At this meeting, the Council requested the Education Advisory Committee (EAC), in consultation with the City Administrator, assess and prioritize the recommended initiatives so that the City Council can better make a decision about which initiatives to pursue and under what course of action.

The City Administrator provided analysis of EAC recommended initiatives (See attached, Appendix B). This analysis provides useful insight into the feasibility of the Committee's recommendations in light of available budgetary and staff resources. This analysis satisfies, in part, the City Council's request to have the City assess and prioritize the committee's recommendations. Based on this feedback, and what it has learned from meetings with school principals, the EAC concludes the following:

The EAC recommends the City pursue initiatives in three priority areas: i) supporting school services, ii) supporting arts in our schools, and iii) supporting bilingual engagement. Specifically, the EAC recommends the following initiatives be pursued in the near-term, as they are within the governmental authority of the City and have minimal budget ramifications.

In support of school services:

- Expand the City's work facilitating the participation of college-student volunteers in area schools. This would be a valuable action that could benefit a wide range of ages and schools, while building partnerships for the future. Mentoring is very important for students to establish role models and also receive help with their studies. Connections between area high school students and undergraduate/graduate students can also help increase the life skills of our students as they embark on post-graduation education and employment.

In support of arts in our schools:

- Host a city-wide arts exhibition or contest (visual, performing, and/or musical arts). This would be low hanging fruit that would demonstrate a quick connection between the city and the schools, as well as a point of reference for the committee. Similar to the grant program, this should give the City of Hyattsville valuable information about the schools that are strong participants versus others that we may need to find additional channels of communication to reach.

In support of bilingual engagement:

- Advocate for language resources at area schools, identifying specific needs at area schools, and bringing these issues to county and state government officials.

In addition, the EAC concludes that improving the infrastructure and student-teacher ratios at our local public schools requires **City Council** engagement with the county, state, and federal government officials.

The City Council should undertake vigorous efforts to advocate with county, state, and federal government officials for increased funding for our local public schools. If necessary, the City Council should seek to more formally organize the citizens of Hyattsville in support of advocacy efforts. The City Council should report to the citizens of Hyattsville, through media and other means, the outcomes of their advocacy so that the citizens of Hyattsville are informed and can become engaged. Improving our public schools should be a top priority for the City, as the quality of our public schools directly impacts the social and economic health of Hyattsville and its citizens.

The EAC appreciates the opportunity to serve the City and support the City Council. We look forward to continuing this discussion with the City Council and we are available to answer questions and continue working on these issues.

The City of Hyattsville's Education Advisory Committee:

Michael Mineiro, Chair

Dakarai Aarons

Hector Corrada Bravo

Billy Friebele

Jen Kubit

Joe Ludes

T. Carter Ross, Vice Chair

Cynthia Totten

MEMO

To: Mayor Candace Hollingsworth and Hyattsville City Council

From: Hyattsville Education Advisory Committee

July 23, 2015

Mayor and Council,

On the evening of June 25, 2015, the Education Advisory Committee hosted a meeting between the committee, city staff, and representatives from area elementary, middle, and high schools. A listing of those in attendance at the meeting is included as Attachment 1. The goal of the meeting was to report back to school officials and to city staff about the common problems discovered during one-on-one meetings with officials with each school as well as to discuss possible avenues for collaboration between the city and our local public schools.

Three broad areas for engagement were identified and discussed, along with a host of related and ancillary issues. The broad areas are: Student Services, Arts in Our Schools, and Bilingual Engagement. In the discussion school officials, city staff, and the committee sought to identify areas where the greatest impact could be effected either through existing city programs or through new endeavors.

To that end, the committee requests the Mayor and Council's support for the following initiatives:

To support Student Services, the committee recommends the city explore avenues for boosting career and mentoring opportunities for students, as well as encouraging volunteering in the schools. This could include:

- Offering internships with city departments and working with the schools to host career fairs.
- Helping connect schools with organizations and departments at the University of Maryland, Catholic University, and other area institutions of higher learning to provide volunteering opportunities for university students as well as tutoring and afterschool programs for area schools.
- Hosting city events at area schools (instead of city-owned spaces) to improve family outreach.
- Organizing "life skills" workshops for résumé writing, interviewing, etc.
- Providing opportunities for students to earn service hours required for graduation.
- Facilitating the PGCPs required fingerprinting and background screening process required of volunteers, either by leveraging city police staff and equipment to fingerprint volunteers or by hosting fingerprinting sessions for the area schools.
- Investigating opportunities to support mental and social health needs of students.

To support the Arts in Our Schools, the committee recommends the city, perhaps working with neighboring communities in the Gateway Arts District, seek to bridge Hyattsville's identity as an arts-oriented community with arts activities in the schools. This could include:

- Hosting a city-wide (or broader) student arts exhibition and/or art contest.
- Fostering partnerships between local arts organizations and the schools.
- Providing performance opportunities for student groups at city events.
- Promoting student drama, concerts, art shows, etc. to the city community.

To support Bilingual Engagement, the committee recommends the city look to efforts it is undertaking to expand the city's reach into communities within the city that do not have English as their primary language. This could include:

- Supporting night classes for English- and Spanish-language learners.
- Supporting language training, cultural competency training, and seeking to recruit multilingual and multicultural staff.
- Organizing “parent academies” to link these communities with city, county, state, and federal services.
- Advocating before county and school board officials for strengthening language outreach and support within the schools.

Beyond these broad areas of need, the schools, city staff, and committee identified several other opportunities for the city to support our city's students. These are outlined in Attachment 2.

We recognize that the city already is engaged in some of these activities, however there is a need for better communication between the schools, the city, students, and citizens to have these efforts reach their full potential.

The committee will continue to explore opportunities for the city to help strengthen our local public schools to the benefit of the city's citizens and particularly its school children. We welcome your thoughts and ideas and hope that the council and city staff will be able to begin work on these endeavors in the near future. The committee will also continue to examine these issue and working with city staff will provide more specific recommendations to the council in the coming months.

We sincerely thank all of the city staff and officials, as well as the school officials, for their participation in this meeting. And we thank you for your consideration.

The Education Advisory Committee
 Michael Mineiro, Chair
 Dakarai Aarons
 Hector Corrada Bravo
 Billy Friebele
 Jen Kubit
 Joe Ludes
 T. Carter Ross, Vice Chair
 Cynthia Totten

ATTACHMENT 1

Attendees of the June 25, 2015, EAC Principals Forum:

School Officials

Patricia Benavides, Community Outreach Liaison, *Northwestern Evening High School*
 Julia Burton, Principal, *Hyattsville Elementary School*
 Toi Davis, Principal, *University Park Elementary School, (Invited)*
 Mirna Flores, Community Outreach Liaison, *Rosa L. Parks Elementary School (Invited)*
 William Kitchings, Principal, *Northwestern Evening High School*
 Rona Lewis, Math Resource and Common Core Cadre Trainer, *Hyattsville Middle School*
 Cindy Martin, Instructional Coordinator, *Northwestern Evening High School*
 Tara Minter, Principal, *Rosa L. Parks Elementary School (Invited)*
 Carlene Murray, Principal, *Northwestern High School*
 Walter Reap, Principal, *Edward M. Felegy Elementary School*
 Theresa Merrifield, Principal, *Nicholas Orem Middle School (Invited)*

City Officials and Staff

Colleen Aistis, Community Services Manager, Volunteer Services
 Cpl. Jim Denault, HPD Community Action Team Officer
 Cheri Everhart, Community Services Supervisor, Recreation and Events
 Doug Holland, Police Chief
 Candace Hollingsworth, Mayor
 Bart Lawrence, Councilman Ward 1, *EAC Council Liaison*
 Tony Martinez, Community Services Coordinator, Youth Programs
 Tracey Nicholson, City Administrator
 Jake Rollow, Community Services Department Director, *EAC Staff Liaison*
 Sgt. Mike Rudinski, HPD School Resource Office
 Kevin Ward, Councilman Ward 1, *EAC Council Liaison*

Education Advisory Committee

Dakarai Aarons
 Hector Corrada Bravo
 Billy Friebele
 Jen Kubit
 Joe Ludes
 Mike Mineiro, Chair
 T. Carter Ross, Vice Chair
 Cynthia Totten

ATTACHMENT 2

Additional ideas and opportunities for city involvement and action in our local public schools

- Develop/support outdoor plan and learning spaces
- Provide recognition on the city website for student activities, including possibly naming/highlighting a “student of the month”
- Organize “walking school buses” to identify safe routes to schools and promote being on time
- Support extracurricular/club-level sports
- Connect students with local scouting opportunities (Boy Scouts, Girl Scouts, Roots & Shoots, etc.)
- Connect schools with state and federal organizations, such as City Year
- Facilitate parent–child reunification efforts
- Develop STEM/STEAM opportunities and programs (Science, Technology, Engineering, (Arts,) Math)
- Connect students with employment/volunteer opportunities at The Mall at Prince George’s and other area businesses
- Provide opportunities for civic education and engagement.
- Link school communities with broader services, such as food banks, insurance, mental health, etc.
- Assist schools with communications/public relations efforts and outreach to raise awareness of activities, opportunities, and school news among all school communities and the city at large.

September 24, 2015
DRAFT

Analysis of Education Committee Recommendations

Project	Feasibility	Timeline	Lead
Internships with City Departments	Small Scale -Max one per department -DPW closes at 4	1 year to setup	All depts with CS or HR leading setup
Support career fairs at schools – by participating and connecting with local businesses	NWHS and Evening High already host them – we could participate and connect	Within 1 year	CS, CED
Connect college volunteers with schools	Opportunity for Growth	Currently offering students. 1 year to build larger program	CS, Ed Comm to help motivate schools
Hosting City Events at Schools	Opportunity for Growth	1 year, pending budget from Council	CS
Organizing “life skills” workshops	Opportunity for Growth	1 year, sooner if schools are willing	CS, Connect with 3 rd Party
Opportunities for Service Hours for HS students	Already do this. Could expand with school coordination.		CS
Fingerprinting	Not feasible without advocacy to County	In Process	Administration, Ed Comm
Research Support for Mental and Social Health Needs	Not feasible by staff.		Ed Committee
Citywide Student Arts Exhibition/Contest	Opportunity for Growth	1 year, pending budget	CS, Ed Comm to meet with art teachers and develop concept
Foster school-arts-nonprofit partnerships	No liaison on staff.		Ed Comm- Outreach to Art related organizations
Performance opportunities for student groups at City events	Already doing some of this (parade, Int Fest).		CS, Ed Comm More outreach to schools
Promote/advertise school events to the public	Already doing some of this. Also, can we promote City events in school publications.	Immediate to 1 year, pending additional staff (new hire or intern)	CS (get on newsletter mailing lists)
Support night language classes – what does “support” mean?	No staff available.		
Language & culture training		In preparation	Administration,

Attachment: Ed Committee Recommendations - Analysis [Revision 1] (1337 : Education Advisory Committee Recommendations)

September 24, 2015
DRAFT

on staff			HR
Hiring multilingual staff	Already in process		
Organizing “parent academies”	No staff available. Some schools already do this. City could help with Vista. Could also build on HyCan network.		Ed Committee – w/ City funds, ads, space
Advocacy to County for language support to schools	No advocacy staff presently		Ed Committee



Consent Items: MOTION #173-12-15 Appointment of Council Liaisons

SUBJECT: Appointment of Council Liaisons

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #173-12-15

I move that the Mayor & Council appoint Councilmembers Kevin Ward (Ward 1) and Joseph Solomon (Ward 5) as Council Liaisons to the Health, Wellness and Recreation Advisory Committee and Councilmembers Paula J. Perry (Ward 4) and Ruth Ann Frazier (Ward 5) as Council Liaisons to the Police and Public Safety Citizen's Advisory Committee.

BACKGROUND:

The Health, Wellness and Recreation Advisory Committee was established on November 2, 2015 and the Police and Public Safety Citizen's Advisory Committee was established on September 21, 2015.

NEXT STEPS:

n/a

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

n/a

STRATEGIC GOALS

Goal: Goal 1 - Ensure Transparent and Accessible Governance

FISCAL IMPACT:

None


Tracey Nicholson, City Administrator 12/2/2015



Consent Items: MOTION #174-12-15 Education Enrichment Grant Program

SUBJECT: Education Enrichment Grant Program

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #174-12-15

I move that the Mayor & Council accept and appropriate into the FY16 budget \$4,997.91 to support the grant proposals recommended by the Education Advisory Committee and listed in the attached memo.

BACKGROUND:

\$5,000 was approved in the FY16 budget for an Education Enrichment Grant Program.

NEXT STEPS:

Disburse funds and wait for project reports from grant recipients

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Logistical support from the Finance and Community Services departments.

STRATEGIC GOALS

Goal: Goal 5 - Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community

FISCAL IMPACT:

\$4,997.91


Tracey Nicholson, City Administrator 12/3/2015

MEMO

To: Mayor Candace Hollingsworth and Hyattsville City Council

From: Hyattsville Education Advisory Committee

November 20, 2016

Mayor and Council,

On the evening of November 19, 2015, the Education Advisory Committee met to review applications for the city's first Education Enrichment Grants Program. This program authorized the Committee to seek applications from public elementary, middle, and high schools with attendance boundaries that encompass all or part of the city limits of Hyattsville. The program authorized up to \$500 in awards up to a total of \$5,000.

The response to the grants program from our area schools was impressive. Thirty-five requests were received from seven schools with a total requested amount of \$16,992.84. The grant requests included everything from STEM programs to art projects to athletics, projects that would engage parents and community, and projects that would make a difference in the lives of Hyattsville's children.

Unfortunately, with only \$5,000 in funds available, the Committee faced hard choices and we were not able to fund all of these worthy programs. We urge the city, as it looks ahead to next year's budget, to consider increasing the funding for the Education Enrichment Grants Program to at least \$10,000.

In selecting the program awardees, the Committee sought to select programs that would have the greatest impact for the largest number of students in a school. We also looked at the potential sustainability of the program and the likelihood of continued benefit beyond the grant period. To maximize the reach of the grants, the Committee also recommends partial awards to several programs; while not enough to fully meet these programs' needs, we believe the partial award will benefit these efforts. With these aims in mind, the Committee recommends the following 13 programs be awarded the following amounts.

Full Awards

- Hyattsville Elementary School, \$492 for Completion of cafeteria mural
- Hyattsville Elementary School, \$495.91 for Library support, including Spanish-language books
- Hyattsville Elementary School, \$500 for Orff instruments
- Hyattsville Middle School, \$450 for Kids Excelling in Math & Science program support
- Northwestern High School, \$500 for Sousaphone repair
- Rosa L. Parks Elementary School, \$500 for Building Cultural Literacy Through Arts program
- University Park Elementary School, \$500 for Music program augmentation

Partial Awards (the full amount requested is noted parenthetically)

- Edward M. Felegy Elementary School, \$220 for Career Day support (\$400)
- Edward M. Felegy Elementary School, \$300 for Nights at the Felegy Museum event (\$500)
- Hyattsville Elementary School, \$220 for Coffee chat parental engagement program (\$500)
- Northwestern Evening High School, \$300 for Parent Engagement Committee (\$500)

- Rosa L. Parks Elementary School, \$220 for Parent engagement workshops (\$500)
- Rosa L. Parks Elementary School, \$300 for Literacy and Numeracy Carnival (\$500)

This is a total award of \$4,997.91 out of a requested \$6,337.91.

In addition, the following eight programs, with a requested total amount of \$3,670.93, were of great interest to the Committee, and we would have recommended funding them had additional monies been available.

- Edward M. Felegy Elementary School, \$499.11 for Leave No Child Inside Garden Plots
- Hyattsville Elementary School, \$400.00 for FIRST Lego League
- Hyattsville Middle School, \$498.00 for Exterior mural
- Hyattsville Middle School, \$500.00 for Growing, Changing, & Coping Project
- Hyattsville Middle School, \$500.00 for Hyattsville X-STEM project
- Northwestern High School, \$280.00 for Government Alive program
- Northwestern High School, \$493.82 for Girl Power Through STEM program
- Northwestern High School, \$500.00 for Long-Term Music Storage

The Committee would like to thank the City Council and Mayor for establishing the Educational Enrichment Grant Program, and we would like to thank all of the teachers, parents, and administrators who submitted applications. We believe the EEGP will help make a difference, and we again urge the Mayor and City Council to consider increasing the funding available for next year's grant cycle.

There are many exciting and innovative programs and strategies being pursued in Hyattsville's schools. The Committee would encourage any businesses or community groups or organizations that are looking to make a difference in Hyattsville consider reaching out to the EAC. We would be happy to facilitate connections with our area schools, identifying needs and opportunities for charitable or service-based endeavors.

The Education Advisory Committee

Michael Mineiro

Dakarai Aarons

Hector Corrada Bravo

Billy Friebele

Jen Kubit

Joe Ludes

T. Carter Ross, Interim Chair

Cynthia Totten

City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.

Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: Hyattsville Elementary School Parent Teacher Association, Christine Williams

Position: Member

School: Hyattsville Elementary

Email Address: *chris.williams@hesspta.org*

Phone Numbers: *202.462.1111*

Amount Requested: \$492

Check should be made payable to: HES-PTA

Project Start Date:

Project End Date:

Not before Jan. 1, 2016

Not after July 1, 2016

Reminder: A final report will be due July 1, 2016.

SECTION 2 – SIGNATURES

Principal's Signature: *Julia Burton* Date: *11-9-2015*

Principal's Printed Name: *Julia Burton*

Applicant's Signature: *Christine M. Williams* Date: *11-11-15*

Applicant's Printed Name: *Christine M. Williams*

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project: Space Adventure Mural

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Application Complete:

Accepted:

Amount:



1. Description of Grant Request

The Hyattsville Elementary School PTA requests \$492 in grant funding to cover the cost of materials to paint the second half of the school's cafeteria and part of an interior hallway. Over the past two years, HES-PTA volunteers have transformed both the school's main entrance hallway and, more recently, half of the cafeteria with imaginative and colorful landscapes (see exhibits following Section 5). What were drab ecru walls are now covered in explosions of colorful whimsy to the delight of students, staff, and visitors alike. The painting for these projects was entirely done by volunteers, amounting to hundreds of hours of volunteer time, an enormous cost savings to the PTA and school, and a striking demonstration of community involvement.

In contrast to the remarkable cafeteria mural, half of the cafeteria retains the ecru color. Employing volunteer labor, the PTA would like to paint, using a similar extraterrestrial theme, the remainder of the cafeteria and the hallway leading into the cafeteria.

The following are some of the benefits of the mural project:

- Stimulates and develops imagination and critical thinking skills
- Creates a joyful atmosphere for learning
- Fosters school and community pride
- Introduces new vocabulary
- Spurs conversations between students and teachers
- Provides a teaching tool for art appreciation

2. Target Population

The target population of this painting project includes the more than 500 current HES students, staff, and visitors, not to mention the hundreds of new students and visitors in years to come.

Hyattsville Elementary is a Title 1 school. Last school year, nearly 30% of the students received Limited English Proficiency (LEP) and 7% special education services.

3. Location of the Project

Hyattsville Elementary School, 5311 43rd Ave., Hyattsville, MD (cafeteria, hallway)

4. Project Timeline

January 15, 2016 to March 31, 2016

5. Detailed Budget Plan

Material	Cost per Unit	Number of Units	Total Cost by Material
1 gallon interior paint	\$26	X 8	\$208
roller	\$8	X 4	\$24
paint brush	\$10	X 5	\$50
paint tray and liners	\$10	X 4	\$40
wall decal	\$125	X 1	\$125
drop clothes	\$15	X 3	\$45
Total cost			\$492

6. Exhibits

Exhibit 1: HES Cafeteria Mural (project ongoing)



Exhibit 2: HES Cafeteria Mural Detail



Exhibit 3: HES Cafeteria Mural Detail

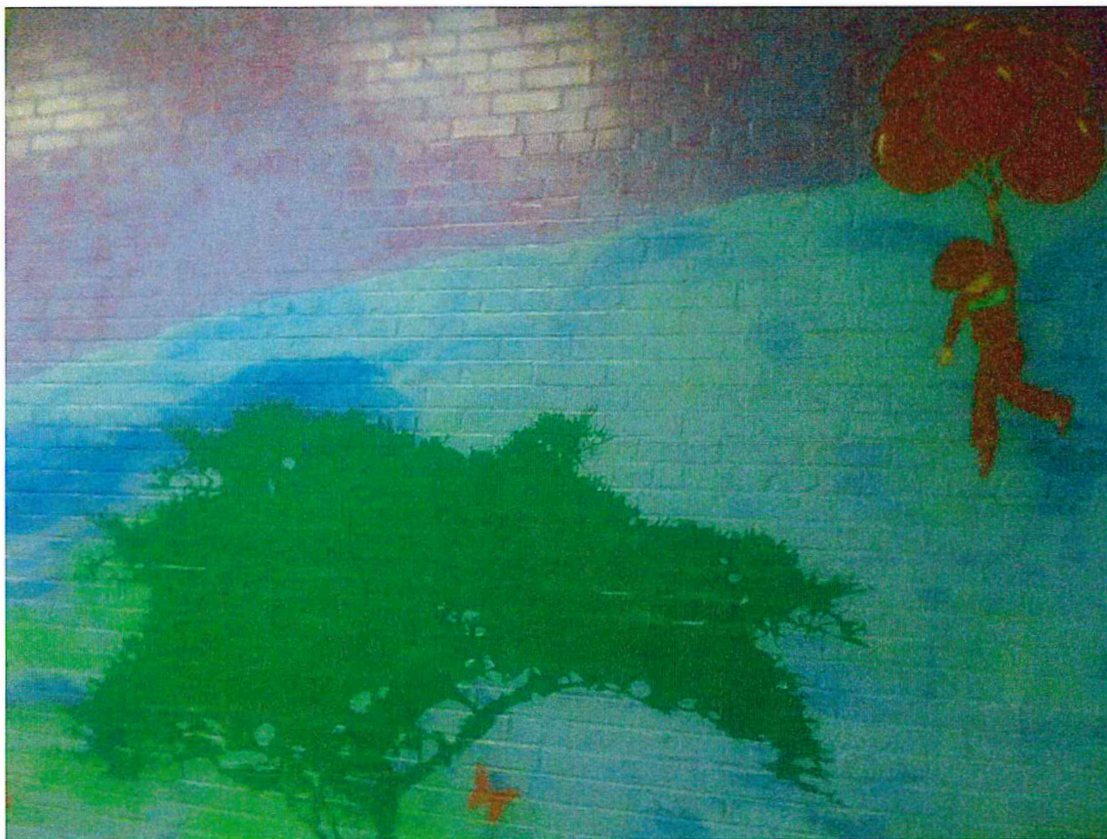


Exhibit 4: HES Main Hallway Detail



City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.

Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: Barbara Morris (for Hyattsville Elementary School library volunteers)

Position: Community member/Volunteer coordinator for library helpers

School: Hyattsville Elementary School

Email Address:

Phone Numbers:

Amount Requested: \$495.91

Check should be made payable to: H.E.S. Library Fund

Project Start Date: Jan. 31, 2016 Project End Date: March 1, 2016

Not before Jan. 1, 2016

Not after July 1, 2016

Reminder: A final report will be due July 1, 2016.

SECTION 2 – SIGNATURES

Principal's Signature: *Julia Burton* Date: 10/30/15

Principal's Printed Name: Julia Burton

Applicant's Signature: *Barbara Morris* Date: 10/30/15

Applicant's Printed Name: Barbara Morris

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project: Hyattsville Elementary School Library Support

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Accepted:

Application Complete:

Amount:



HYATTSVILLE ELEMENTARY SCHOOL LIBRARY SUPPORT REQUEST

1. Description of Grant Request - Hyattsville Elementary School has a half-time librarian who is present at the school every other week. This insufficient staffing, along with holidays, testing, or other disruptions in the schedule, prevents students from adequately obtaining reading material. To address this need, the PTA has established a committee of twenty-one parent and community volunteers who serve as librarians on alternate weeks to facilitate weekly access to the library for the students. An unexpected consequence was that kindergarten and first grade students gained more access to more advanced reading material, creating a concern among volunteers that there were not enough "chapter books" to service the entire K-5 reading population. Volunteers would like to duplicate the most popular sets of books for more challenging reading, including some in Spanish as one-third of our students receive ESOL services. Also, it has come to our attention that at least one Spanish-speaking student believes that she has read all the books we have in Spanish, and the Spanish-language books we do have are all in the "Easy" category. There are additional categories of books which are needed at Hyattsville Elementary School and eventually may be funded through normal Prince George's County Public School channels. However, this immediate need for the books requested in this grant request came about specifically because of the increased involvement of the community in the school and the resulting awareness of books needed for the increasing reading abilities of our students.
2. Target Population – 506 students, grades K-12, at Hyattsville Elementary School
3. Location of the Project – Hyattsville Elementary School, 5311 43rd Ave., Hyattsville, MD 20781
4. Project Timeline – January 31, 2015 – Receipt of funds and order placement.
March 1, 2015 – receipt of books and placement in library by volunteers
5. Detailed Budget Plan – Purchase books totaling \$495.91. The books will arrive already library-processed, labeled, and ready to place on library shelves.

Budget summary:

Twenty-six *Junie B., first grader* books @ \$10.41 by Barbara Park - \$270.66
 Thirteen books (Magic Tree House) @ 10.41 by Mary Pope Osborne - \$135.33
 Eight books in Spanish @ \$89.92/set
 Total - \$495.91

(List of all books follows)

Junie B., first grader: aloha-ha-ha!
Junie B., first grader (at last!)
Junie B., first grader: boo—and I mean it!
Junie B., first grader: boss of lunch
Junie B., first grader: cheater pants
Junie B., first grader: dumb bunny
Junie B., first grader: jingle bells, Batman smells! (P.S. so does May)
Junie B., first grader: one-man band
June B., first grader: shipwrecked
Junie B., first grader: toothless wonder
Junie B. Jones and a little monkey business
June B. Jones and her big fat mouth
Junie B. Jones and some sneaky peeky spying
Junie B. Jones and that meanie Jim's birthday
Junie B. Jones and the mushy gushy valentine i.e. valentine
Junie B. Jones and the stupid smelly bus
Junie B. Jones and the yucky blucky fruitcake
Junie B. Jones has a monster under her bed
Junie B. Jones has a peep in her pocket
Junie B. Jones is a beauty shop guy
Junie B. Jones is a graduation girl
Junie B. Jones is a party animal
Junie B. Jones is (almost) a flower girl
Junie B. Jones is Captain Field Day
Junie B. Jones is not a crook
Junie B. Jones loves handsome Warren

Magic Tree House books by Mary Pope Osborne:

Abe Lincoln at last!
Afternoon on the Amazon
Buffalo before breakfast
Carnival at candlelight
Christmas in Camelot
Danger in the darkest hour
Dark day in the deep sea
Day of the Dragon King
Dingoes at dinnertime
Dinosaurs before dark

Dolphins at daybreak
Leprechaun in late winter
Lions at lunchtime

Books in Spanish – 3 Friends set/8 titles – by Anne Pol:

El abominable hombre de las mates
Las chicas al poder!
Un extranjero supermono
Un extraño interno!
El internado Mont-Rose
Mr. Smith ha desaparecido!
La princesa mentirosa
Una sociedad muy, muy secreta

City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.

Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: Juleanne Conrad

Position: Vocal / General Music Teacher

School: Hyattsville Elementary

Email Address:

Phone Numbers:

Amount Requested: \$500

Check should be made payable to: Hyattsville Elementary School

Project Start Date: January 15, 2016 Project End Date: May, 2015

Not before Jan. 1, 2016

Not after July 1, 2016

Reminder: A final report will be due July 1, 2016.

SECTION 2 – SIGNATURES

Principal's Signature:

Date: 11/13/15

Principal's Printed Name: Julia Burton

Applicant's Signature: Juleanne Conrad

Date: 11/13/15

Applicant's Printed Name: Juleanne Conrad

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project: Orff Instruments

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Application Complete:

Accepted:

Amount:



To Whom it May Concern,

November 13, 2015

The Hyattsville Music Department would benefit greatly from the City of Hyattsville Enrichment Grant. We would use this money to purchase a variety of Orff instruments. The Orff method is a developmental approach used in music education. Carl Orff, the composer who developed this method considered percussive rhythm as a natural basic form of human expression. Some of the instruments within the approach include miniature xylophones, marimbas, glockenspiels, melophones, different sized drums, and various non-pitched percussion instruments.

With a variety of new Orff instruments, students will be able to actively participate in activities that involve rhythmic sight reading and improvisation. We can teach children about pitch with a hands-on approach, which would also develop motor skills. Since each student comes to music class, this would benefit the entire school of Hyattsville Elementary.

Here is a list of information about each instrument we will purchase, the website we will order from, and the costs.

Medium pre-tuned Tubano-

<http://www.westmusic.com/p/remo-festival-tu-femd-17-17-x-8-medium-pre-tuned-tubano-rainbow-201572> (\$64)

18x7 inch Talking Drum

<http://www.westmusic.com/p/jamtown-j014-18x7-inch-talking-drum-200718> (\$63)

Gathering Drum

<http://www.westmusic.com/p/remo-kids-kd-5818-01-8-x-18-gathering-drum-202280> (\$64)

Pre-tuned Frame Drum

<http://www.westmusic.com/p/remo-thinline-hd-8916-00-pretuned-frame-drum-1-916-x-16-204070> (\$27)

Glockenspiel

<http://www.westmusic.com/p/sonor-sg-soprano-diatonic-glockenspiel-200782> (5 glockenspiels=\$210)

Thank you for your time and consideration,

Juleanne Conrad

Hyattsville Elementary General Music Teacher

City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.

Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: David A. Crocker

Position: Senior Research Scholar, School of Public Policy
University of Maryland

School: Director - Kids Excelling in Math & Science - KEMS
Hyattsville Middle School

Email Address: dcrocker@umd.edu

Phone Numbers:

Amount Requested:

\$ 450.00

Check should be made payable to:

Hyattsville Middle School

Project Start Date: Jan. 1, 2016

Project End Date:

May 30, 2016

Not before Jan. 1, 2016

Not after July 1, 2016

Reminder: A final report will be due July 1, 2016.

SECTION 2 – SIGNATURES

Principal's Signature:

R. Janyta Reed

Date:

11/13/15

Principal's Printed Name:

R. Janyta Reed

Applicant's Signature: David A. Crocker

Date:

November 12, 2015

Applicant's Printed Name:

David A. Crocker

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project: "Kids Excelling in Math & Science - KEMS"

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Accepted:

Application Complete:

Amount:





UNIVERSITY OF MARYLAND

2101 Van Munching Hall
College Park, Maryland 20742
301.405.6330 PHONE
301.403.8107 FAX

SCHOOL OF PUBLIC POLICY

Date: 12 November 2015

To: Jake Rollow, Education Enrichment Grants, City of Hyattsville

From: Dr. David A. Crocker, Director, KEMS

Re: Application for Education Enrichment Grant

Description of Grant Request

On behalf of Kids Excelling in Math and Science – KEMS, I am applying for an Education Enrichment Grant from the City of Hyattsville. KEMS is a new after-school enrichment program in which students in Hyattsville Middle School (HMS) in Prince George's County, Maryland, USA partner with students in the International Leadership Academy of Ethiopia (ILAE) in Addis Ababa, Ethiopia. The curriculum will range over the environmental sciences and policy with an emphasis on doing science and using science to help solve societal problems. Activities encourage questions, exploration, scientific inquiry, critical thinking, and the application of scientific and math skills to real world problems. KEMS is a co-educational and international "spin off" of "Girls Excelling in Math and Science" (GEMS), which is now flourishing in its tenth year in three other Prince George's County middle schools. (KEMS co-director, Ms. Edna Crocker, founded and directed GEMS for nine years. GEMS began in HMS when Rushern Baker was president of the PTSO and his daughter Quincy was in the first GEMS cohort.)

HMS and ILAE will work with Anacostia Watershed Society staff to create innovative curriculum programs relevant to the needs and resources of the two schools and their neighborhoods. Students in the two schools will communicate with each other through the internet, social media, and student-made videos. University of Maryland graduate students (in the School of Public Policy) and undergraduate students will serve as KEMS mentors and role models -- weekly at HMS and annually in a UMD Education-abroad trip to Ethiopia. Teachers and mentors in HMS and ILAE will facilitate the activities, challenge the kids to think as scientists, ask questions, observe, explore, enjoy, and improve their world. They also will encourage teamwork, nurture leadership and citizenship skills, and help with curriculum development. They will inform parents about their kids' educational opportunities and encourage parents to play an active role in their kids' educational journeys.

KEMS requests an Education Enrichment Grant of \$450.00 to defray expenses for bus transportation during 2016 for a tree-planting field trip to Bladensburg Waterfront Park and the Anacostia River.

Target Population

Our aim is to have a KEMS cohort of 25 for its initial semester starting in January 2016. In its weekly after-school program, KEMS will target both female and male students in the 8th grade science classes. KEMS is constructing curriculum that will supplement and enrich the current 8th

grade curriculum as well as provide a review of material covered in 6th and 7th grade science classes and will be useful in preparation for the 8th grade science examinations. Many of the ILAE students come from under-privileged homes or neighborhoods, and HMS KEMS aspires to attract students from diverse backgrounds, including Title I or FARM students. One way to do this will be to have mentors from a variety of backgrounds and who are that fluent in Spanish and other languages. Additionally, both directors have much experience in Latin America, Africa, and India.

In response to parent interest at a recent HMS PTSO meeting, KEMS will also include some 6th and 7th graders in field trips to sites, such as the Bladensburg Waterfront Park and Anacostia River, the Koshland Science Museum, the Natural History Museum, the Patuxent Wildlife Refuge Center, and the Chesapeake Bay.

KEMS Goals

- Increase students' interest in pursuing further studies and careers in science, engineering, and mathematics
- Instill an appreciation for the social values of science, technology, engineering and mathematics (STEM) and the roles they play in different societies
- Encourage parental support and its role in student achievement
- Enhance cross-cultural experience, knowledge, and competencies through new technologies

KEMS Staff

The directors of KEMS are Dr. David A. Crocker and Ms. Edna Crocker. Dr. Crocker is a Senior Research Scholar at the University of Maryland's School of Public Policy and Director of the School's International Development Specialization as well as its study trips to Ethiopia, Morocco, and Peru. For more than 30 years, Ms. Crocker has taught ESOL, reading, and administered a federally-funded diversity program in Colorado, Washington DC, and Prince George's County, Maryland. She was a founder of GEMS in 2006 and was its director until 2014. Mr. Jesse Vavrik, the HMS sponsor of KEMS, has been essential in KEMS curriculum planning and will arrange PGCPs buses for field trips. Yohana Merho, an Ethiopian-American and recent graduate of UMD, will be the HMS-KEMS site coordinator and Lead Mentor. Among the KEMS mentors are Meaza Getachew, an Ethiopian-American and a government and politics major at UMD; and Rechma Norgund, who hails from Bangalore, India and is a first-year Masters student in public policy at UMD. Yohana and Meaza participated in the 2015 Ethiopia study-abroad trip, which Dr. Crocker directed. KEMS curriculum advisors include Ms. Ariel Trahan, education program officer with Anacostia Watershed Society; and Ms. Alison Greaney, a doctoral student in Geology at UMD.

Location of the Project

Hyattsville Middle School is the fiscal agent of the grant, and the primary location of KEMS will be the Hyattsville Middle School and its surrounding school grounds. In addition, the abundant resources of the DC metropolitan area make field trips and site visits a valuable aspect of the program and are especially important in enriching classroom instruction and activities. A school rain and vegetable garden will complement KEMS use of the school yard as a science laboratory.

KEMS Themes and Activities

The KEMS curricular will focus on four related themes with hands-on activities in three different locations.

- Following an inventory of the HMS *school grounds*, KEMS students will study soils and soil quality as well as local geology. A School Grounds Safari will result in investigation of local flora and fauna.
- At the *Bladensburg Waterfront Park and the Anacostia River*, students will study water quality and distribution (flooding and drought), water-borne diseases, biodiversity, and biological and human evolution. Students will engage in river restoration and reforestation projects.
- In an *HMS garden*, students will plant and cultivate food crops and study genetics and photosynthesis. Nutrition and food will be investigated in the context of the challenge of climate change and climate solutions.
- In and out of the *classroom* students will study, develop, and exercise environmental stewardship, cross-cultural competence, and public service as they do science together and share the process and results with fellow inquirers in Ethiopia.

Project Timeline

KEMS has support from the HMS principal, several HMS science teachers, and the PTSO (and its leadership). By the end of November 2015, we will recruit students to KEMS. One recruiting device will be a field trip in early December in which the four curricular themes will be introduced. KEMS will be officially launched in January 2016.

Detailed Budget Plan

In KEMS inaugural semester we are requesting from the City of Hyattsville an Educational Enrichment Grant of \$450.00. These funds will be used to defray transportation expenses for one spring field trip and tree planting activity, which the Anacostia Watershed Society will lead at the Bladensburg Waterfront Park.

Additional funds for KEMS's recruitment efforts this fall and its initial semester of operation January-May 2016 will be solicited from Councilwoman Deni Taveras, the Prince George's County Councilwoman, and from the Bill and Melinda Gates Foundation, one of the funders of ILAE. By January 1, 2016, the KEMS staff will have prepared a comprehensive budget for the spring semester and will have secured a fiscal agent.

Respectfully submitted,



Dr. David A. Crocker

Director, KEMS

Senior Research Scholar

Director, International Development Specialization

Director, Morocco Education-Abroad Trip

School of Public Policy

University of Maryland

City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.
Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: Christopher Renberg

Position: Northwestern High School Marching Band Director

School: Northwestern High School

Email Address:

Phone Numbers:

Amount Requested: \$500

Check should be made payable to: Northwestern High School

Project Start Date: Jan 1st, 2016

Not before Jan. 1, 2016

Reminder: A final report will be due July 1, 2016.

Project End Date: April 17th, 2016

Not after July 1, 2016

SECTION 2 – SIGNATURES

Principal's Signature: *C. Carlene Murray*

Date: 11.13.2015

Principal's Printed Name: *C. Carlene Murray*

Applicant's Signature: *Christopher Renberg*

Date: 12th Nov. '15

Applicant's Printed Name: *Christopher Renberg*

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project: NHS Sousaphone Repair

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Application Complete:

Accepted:

Amount:



NHS SOUSAPHONE REPAIR

Description of Grant Request

The Northwestern High School “Wildcat” Marching Band has a long legacy of being one of the Premier High School Marching Bands in Prince George’s County and the State of Maryland. The Band regularly performs throughout the county and has done high profile events for Former Secretary of State Hillary Clinton, former Maryland Governor Martin O’Malley, current Prince George’s County Executive Rushern Baker’s 2nd Inauguration, and many other events around the Hyattsville area. The years of performing have caused the school sousaphones (tubas) to fall into disrepair. Prince George’s County has allocated money for instrument repair, however the policy is that inside concert band instruments receive first priority, and once the allotted money from the county has been depleted schools are responsible for their own instrument repair. This grant would allow for general maintenance and repair on our four performance sousaphones.

Target Population

The “Wildcat” Marching Band is made up of over seventy musicians and dancers from both Northwestern High Schools Visual and Performing Arts Program (VPA) and the Comprehensive Music Program. The Marching Band also represents the diversity found at Northwestern High School, with students coming from a variety of cultural and economic backgrounds.

Location of the Project

Instruments will be taken to Baltimore Brass Company in Cantonsville, MD.

Project Timeline

Instruments will be sent in for repair as soon as funds are available with the understanding that they will be repaired before the Hyattsville Parade in April 2016.

Budget Plan

This grant will cover the entire cost of general maintenance and repair for four performance sousaphones.

City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.

Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: Eileen Cave

Position: Visual Arts Teacher

School: Rosa Parks ES

Email Address:

Phone Numbers:

Amount Requested: \$ 500

Check should be made payable to: Rosa L. Parks ES PTA

Project Start Date: 1/4/16

Project End Date: 5/31/16

Not before Jan. 1, 2016

Not after July 1, 2016

Reminder: A final report will be due July 1, 2016.

SECTION 2 – SIGNATURES

Principal's Signature:

Date:

Principal's Printed Name:

Applicant's Signature:

Date:

Applicant's Printed Name:

Eileen Cave
Visual Art Teacher

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project:

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Accepted:

Application Complete:

Amount:



Rosa L. Parks ES
6111 Ager Rd.
Hyattsville, MD 20782

City of Hyattsville Education Enrichment Program Grant Application

Section 3

Title of Project: Building Cultural Literacy Through Arts Community Connections

1. Description of Grant Request

This school year Prince George's County Public Schools implemented a system wide literacy curriculum initiative, to build student listening and speaking skills for integration across all content areas. The purpose of this proposed grant program is to introduce in-school and off-site arts and cultural activities that will support this initiative, and strengthen student/family engagement with the local Hyattsville community.

Because Rosa Parks is not an arts integration school (one of the 41 schools in the PGCPs pilot program,) we do not receive free artist in residencies, AI cultural field trips, or art supply funding for integrated curriculum activities.) Therefore, we rely on grant opportunities like this to connect with our local arts community assets.

In January, our after school Discover Club Program we will host a field trip to the Walters Art Museum, offering a rich learning activity that is both student centered and includes post trip literacy and arts activities to build cultural connections. Students will preview the Walters Collection, and identify museum collections and activities to determine a consensus for tour destinations at the museum. Each child will receive an explorer's field journal (composition book) and pen to take notes, draw interesting artifacts, and record their ideas about what they see during the museum visit.

After returning to school during the Discover Club's weekly 90-minute meetings, a "Children's Choice" Walters Art Museum artifacts exhibit will be fabricated in the art room, and displayed on the second floor showcase at Rosa Parks ES. The showcase display will run January through March. Students will create information tags about their artifact to share knowledge with the school's population of 770 students.

During the month of March, which is Youth Art Month, a local artist from the community will visit the school and talk about the importance of art in public spaces, and their own projects that have positive impact on a community (provided by the Prince George's Arts and Humanities Council.) Eileen Cave, the grant applicant project manager, is also an arts education consultant for PGAHC and a member of the Hyattsville Community Artists' Alliance, and she will secure the artist's talk commitment. The artist will engage the students in an art making activity related to his or her body of work. Imagine Discover Club members will participate in a creative place-making art project: "Imagine Art Here." This public art imagery projection is made by

collaging student shot photographs around the school and the city, and inserting their own public art sculptures made of found objects as public art displays.

Activities will conclude with a Rosa Parks student art show held at Hyattsville City Hall, in conjunction with the annual Gateway Arts District Open Studio Tour (date to be announced.) That morning, from 9-11, an arts education book making workshop will be held for students and their families, prior to the studio tour hours of noon- 5PM. School families will be encouraged to visit the galleries and studios, and a “family-friendly” self-directed tour itinerary will be promoted to attendees.

Through the field trip journal keeping, art making and curating an artifacts exhibit, and writing artist’s statements for art exhibits, the Common Core Curriculum Learning Standards supported by this grant are:

Social Studies, Culture: Social studies programs should include experiences that provide for the study of culture and cultural diversity, so that the learner can: 1. Explore and describe similarities and differences in the ways groups, societies, and cultures address similar human needs and concerns; 3. Describe ways in which language, stories, folktales, music, and artistic creations serve as expressions of culture and influence behavior of people living in a particular culture;

Writing: CCSS.ELA-LITERACY.W.3.3.B- Write narratives to develop real or imagined experiences or events using effective technique, descriptive details, and clear event sequences: Use dialogue and descriptions of actions, thoughts, and feelings to develop experiences and events or show the response of characters to situations.

Visual Arts: VA- Cn11 1.3a People develop ideas and understanding of society, culture and history by analyzing art: recognize the response to art changes depending on the knowledge of the time and place it was made.

2. Target Population: Rosa Parks ES has a student population of 770 students, and there are 30 students in the Discover Club after school program. When combining additional family members of students and staff at the school, the program impact could potentially reach 1,500 Hyattsville residents. The school has a 95% ELL population, and through the creative arts, we have been able to build self expression and confidence which anticipate will be greatly magnified through local arts community connections.

3. Location of the Project: The locations of project activities include at Rosa Parks ES, the Walters Art Museum in Baltimore, MD and the Gateway Arts District.

4. Project Timeline:

December- At the monthly meeting of the school’s Arts Integration Committee, the announcement of the grant award and planned activities will be shared with committee, PTA, and school staff. January- The Discover Club takes a trip to the Walters Art Museum, and completes an artifacts exhibit on display January-March; in March during Youth Art Month, the community artist’s talk will be held, and the Imagine Art Here

collage display of student artwork will be exhibited; May- Participation in a student art exhibit and family art workshop activity during the Gateway Open Studio Tour Day.

5. Detailed Budget Plan, Discover Club

Walters Art Museum Explorer's Composition Writing

books and pens for the 50 students participating in the field trip (Jan.) \$75

Purchase of culture and arts books at the Walters Art Museum for club projects \$100

Specialty art supply purchases of craft materials such as aluminum foil, gems, ceramic tile glaze and gauze for the miniature mummy wrap (Feb.) \$125

Art book making materials for Open Studio Family workshop, mats for displayed artwork and flyers for translated guided tour maps and materials (estimate of 25-30 attendees, @ \$5 per person, based on past year's interest.) \$150

Budget contingency for promotional materials for PTA program support \$50

Total: \$500

City of Hyattsville Education Enrichment Grant Application
Due date: October 15, 2015. Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: University Park Elementary School Parent-Teacher Association (Sarah Puro)

Position: PTA Treasurer

School: University Park Elementary School

Email Address:

Phone Numbers:

Amount Requested: \$500.00

Check should be made payable to: University Park Elementary School PTA

Project Start Date: February 1, 2016 Project End Date: June 15, 2016
Not before Jan. 1, 2016 Not after July 1, 2016
Reminder: A final report will be due July 1, 2016.

SECTION 2 – SIGNATURES

Principal's Signature: *Toi Davis*

Date: *9/29/15*

Principal's Printed Name: Toi Davis

Applicant's Signature: *SP*

Date: *10/2/15*

Applicant's Printed Name: Sarah Puro

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project: Music Program Augmentation

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Application Complete:

Accepted:

Amount:



University Park Elementary School, Education Enrichment Grant Application, Page 1 of 1

1. Description of Grant Request

The University Park Elementary School Parent-Teacher Association (PTA) proposes to partner with the City of Hyattsville and the Prince Georges County Schools to newly fund a set of xylophones to support the music program at University Park. Currently, there are no musical instruments in the music classroom and there are none available for students in grades Pre-K through 3.

The elementary music curriculum calls for musical independence, improvisation, and composition. Such rigorous concepts can be difficult for teachers to convey and students to understand without the aid of barred instruments (such as xylophones which students can grasp more easily than other instruments). When developed at a young age, creativity and musical independence are very beneficial skills that can be used in musical training later in life. Additionally, the cultural and historical significance of using authentic instruments from other countries would create a better understanding of worldly music that the students would otherwise not experience. Due to the band program only beginning in grade 4, students in grades Pre-K through 3 do not have the opportunity to play instruments except in the music classroom. With music being a required class for each grade, all 630 students at University Park Elementary School would benefit from the addition of these musical instruments.

The school has two, second-year, music teachers with lots of energy and creativity who have asked for the PTA's involvement.

2. Target Population – Current and future students at University Park Elementary School
3. Location of the Project – University Park Elementary School
4. Project Timeline – Upon receipt of the grant, the PTA and school would provide matching funds and purchase the instruments. These instruments would arrive within several weeks and would be available for the remainder of the school year to enhance the general music curriculum.
5. Detailed Budget Plan – Under the proposed grant, the City of Hyattsville would fund \$500, and the PTA and the School District would each fund \$760.25 (total \$2020.25). The school has already committed to fund its part from the Music Department's budget. This consortium would strengthen the music arts education program for the students at University Park Elementary school, and would represent expansion of the PTA's role in funding arts education at the school.

City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.

Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: Jessica Wismer

Position: School Counselor

School: Edward M. Felegy Elementary School

Email Address: -

Phone Numbers: -

Amount Requested: \$400.00

Check should be made payable to:

Project Start Date:

Project End Date:

Not before Jan. 1, 2016

Not after July 1, 2016

Reminder: A final report will be due July 1, 2016.

SECTION 2 – SIGNATURES

Principal's Signature:

Walter Reap

Date:

11/12/15

Principal's Printed Name:

Walter Reap

Applicant's Signature:

Jessica Wismer

Date:

11/12/15

Applicant's Printed Name:

Jessica Wismer

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project: Career Day

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Application Complete:

Accepted:

Amount:



Description of Grant Request

This request for the City of Hyattsville Education Enrichment Grant program is to assist with Edward M. Felegy's annual Career Day. This event will occur on April 15th, 2016, to raise student awareness of various career and college opportunities available to them, as well as introduce them to members of the community with a variety of work experience. This is not only a fun-filled, learning day for students, but it also fulfills the Career and College Readiness Mindsets and Behaviors as outlined in the American School Counselor Association standards as well as the systemic vision for Prince George's County Public Schools.

In order to create a strong Career Day with a variety of guest speakers, our school needs to host potential guests and properly thank them for taking time away from their schedule to share with our students. Therefore, this grant, if given, will be used to provide food and hospitality to our guests, as well as purchase the necessary postage and stationary needed to show our appreciation to our guests.

Target Population

Career Day is an opportunity for all students at Edward M. Felegy Elementary School. We are a Targeted Title I school, with at least 88% of our population qualifying for Free And Reduced Meals (FARMS). We are also a diverse school, with almost 60% of our student population receiving ESOL services. We have students from Head Start and Pre-Kindergarten to Fifth grade. Our goal is to make sure we attract enough speakers for Career Day so every class can benefit from the experience.

Location of the Project

The project will take place on April 15th, 2016 at Edward M. Felegy Elementary School, located at 6110 Editors Park Drive, Hyattsville, MD 20782. Speakers will move from classroom to classroom, with space outside for Emergency Response Teams presentations, as well as the auditorium for large-scale presentations.

Project Timeline

Potential speakers for Career Day are currently being recruited. Food for the event will need to be ordered no later than April 8th, 2016. Stationary for thank you notes, certificates, and other forms of appreciation will be bought and used from April 8th to April 22nd, 2016. The entire project will be complete by April 22nd, 2016.

Detailed Budget Plan

- Food and Hospitality: \$300.00
 - Includes breakfast (donuts, bagels, coffee) and lunch (sandwiches, side dishes, drinks, and snacks from local food establishment) for an estimated 30 to 40 speakers.
- Stationary and Postage: \$100.00
 - Includes paper for certificates, formal invitations, thank you cards, name tags, signs, and stamps.

City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.

Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: Selena Ward

Position: Arts Program Coordinator

School: Edward M. Felegy ES

Email Address:

Phone Numbers:

Amount Requested: \$500

Check should be made payable to: Edward M. Felegy ES

Project Start Date: Jan. 4, 2015

Project End Date: June 1, 2015

Not before Jan. 1, 2016

Not after July 1, 2016

Reminder: A final report will be due July 1, 2016.

SECTION 2 – SIGNATURES

Principal's Signature:

Walter Reap

Date: 11/13/2015

Principal's Printed Name:

Walter Reap

Applicant's Signature:

Selena Ward

Date: 11/13/15

Applicant's Printed Name:

Selena Ward

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project: Nights at the Felegy Museum

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Application Complete:

Accepted:

Amount:



Description of Grant Request

Edward M. Felegy Elementary is a school designed for Arts Integration to support instruction. So far we have developed events that combine student learning and community involvement, but we are always looking to expand this concept.

We started with our first Felegy Museum Night last May with each class creating exhibits about their learning and families touring our school museum. Our expansion idea includes inviting in local artists for special exhibits, materials to promote the concept, and receptions with refreshments to bring in more families.

The grant request will cover:

- Materials needed for special exhibits of local artists
- Materials to reinforce the museum atmosphere
- Monies for refreshments since PGCPs does not allow for food purchases

Target Population

The target population is the students, their families, and the community that they live in. A breakdown of Felegy's enrollment is:

- 800 students
- 91% are eligible for FARMS (Free and Reduced Meals)
- 68% Hispanic
- 29% African American
- 6 % American Indian, 2% White, an 3% Asian/Native Hawaiian
- 381 qualify for ESOL services, 22% SpEd

Location of the Project

Edward M. Felegy Elementary will be the location of both museum nights.

Project Timeline

Jan. 5, 2016- Feb. 1, 2016: Order promotional materials, invite local artists, and students are working on their exhibits.

Feb. 3, 2016: First Museum Night at Felegy

Feb 2016-May 2016: Plan for second Museum Night at Felegy by selecting a theme, having artists visit the school, building exhibits, and inviting local artists to exhibit.

May 25, 2016: Second Museum Night at Felegy

Detailed Budget Plan

Refreshments budget for two nights, 200 families in attendance with community members: \$300

Museum Promotion materials (mainly museum admission stickers to mirror actual museums): \$200

City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.

Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: Cecilia Penate

Position: Bilingual Parent Engagement Assistant

School: Hyattsville Elementary School

Email Address:

Phone Numbers:

Amount Requested: \$500.00

Check should be made payable to: Hyattsville Elementary School

Project Start Date: Sep. 4, 2015

Project End Date: May, 2016

Not before Jan. 1, 2016 Not after July 1, 2016

Reminder: A final report will be due July 1, 2016.

SECTION 2 – SIGNATURES

Principal's Signature:

Julia Burton

Date: October 16, 2015

Principal's Printed Name: Julia Burton

Applicant's Signature:

Cecilia Penate

Date: October 16, 2015

Applicant's Printed Name: Cecilia Penate

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project: Please see attachment

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Application Complete:

Accepted: Amount:



Dear City Officials,

Hyattsville Elementary School is conducting monthly meetings during the current school year named Coffee-Chat. The purpose of the meetings is to determine the existing needs within our parent community. The every other month Coffee-Chat, meeting provides comprehensive access to our staff in a more easy and approachable manner.

Hyattsville Elementary is enthusiastic about these monthly meetings and eager to continued doing it in the months ahead. Hyattsville Elementary School finds and believes in the importance of being inclusive at the same time to give our parents and community the opportunity to express them. We kindly request funds to provide a light breakfast (coffee, juice, fruit, pastry/doughnuts, bagels and cream) to our families at every meeting held at school.

Thank you for your consideration of our request. I will follow up with you in the next week to answer any questions you might have. Should you have any questions in the interim, please feel free to contact me at school (301-209-5800 x 54721).

Sincerely,

Cecilia Penate

Bilingual Parent Engagement Assistant

City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.
Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: Patricia Benavides

Position: Parent Engagement Assistant

School: Northwestern Evening High School

Email Address: *patricia.benavides@neshs.org*

Phone Numbers: *301 204-6812*

Amount Requested: \$500.00

Check should be made payable to: Northwestern Evening High School

Project Start Date: January 2016 Project End Date: June 2016
Not before Jan. 1, 2016 Not after July 1, 2016
Reminder: A final report will be due July 1, 2016.

SECTION 2 – SIGNATURES

Principal's Signature: *William Kitchys* Date: *11/5/15*

Principal's Printed Name: *William Kitchys*

Applicant's Signature: *Patricia Benavides* Date: *11/5/2015*

Applicant's Printed Name: *Patricia E.R. Benavides*

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project: Parent Engagement Committee

Please attach a typed description of the grant request (three-page limit).

Office Use Only

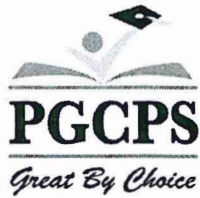
Date Received:

Accepted:

Application Complete:

Amount:





Prince George's County Public Schools

14201 School Lane – Upper Marlboro, Maryland 20772 – www.pgcps.org

EVENING HIGH SCHOOL AT CROSSLAND/NORTHWESTERN

301-449-4994 (Office) (301) 449-4788 (Fax)
6901 Temple Hills Road – Temple Hills, Maryland 20748

301-985-1460 (Office) 301-985-5749 (Fax)
7000 Adelphi Road – Hyattsville, Maryland 20782



William E. Kitchings
Principal

Craig Barnes
Academic Dean

October 30, 2015

To: City of Hyattsville Education Committee
From: Patricia Benavides, Parent Engagement Assistant,
Northwestern Evening High School
Re: Education Enrichment Grant Program

Dear Education Committee Members,

Evening High School (EHS) is a non-traditional educational setting designed for all students in general education that gives students the opportunity to complete and obtain their High School Diploma. Our student population is different than day school students. Working students or those who are parents themselves take advantage of the EHS option by attending school in the evening allowing them to fulfill their responsibilities during the day. Our students come from different backgrounds, and are those that were unable to succeed during the day, whether it was due to pregnancy, truancy, behavior, lack of support, and even students who needed to stop going to day school in order to get a job and assist their parents to support their families. However, the fact that these students decided to come back to school shows that they do want to succeed in life. They realized they have made a mistake but they do deserve a second opportunity to demonstrate they can do better.

Perhaps the biggest challenge Prince George's County Public Schools is facing, is Parent Involvement. The Latino population has grown tremendously in Prince George's County in recent years. According to the 2014 Census report, approximately 16.9% of Prince George's County residents are Latino. In 2014-2015, there were approximately 28% Latino students enrolled in PGCPS. The challenges of the language barrier, not understanding how to navigate the school system, and living in an unfamiliar culture have limited these parents from participating and being able to learn how to become advocates for their child's education. One of my goals working for Evening High School is to form a Parent Engagement Committee, to enhance the parents' attitudes and actions in support of high school.

The primary goal of the Parent Engagement Committee will be to identify parents who can provide leadership to other parents, and to represent Evening High School by attending different activities related with Prince Georges' County Public Schools. The target population will be parents of students attending Northwestern Evening High School who have demonstrated an interest in supporting the school.

"Maximizing Opportunities for our Students"

Parents will be contacted individually and invited to become Engagement Committee Members. Meetings will be held in the school library known as Media Center. The timeline will be to have the first meeting to be held in January 2016; meetings will be held once per month thereafter, until the end of the school year in June 2016.

If granted, the budget plan for this grant will be as follows:

- This grant will be used exclusively for the expenses of the Parent Engagement Committee.
- A light dinner or refreshments will be provided to participants attending the monthly meetings.
- Parents and students representing EHS, and attending PGCPs activities will be provided with transportation and expenses like meals, if needed.
- Incentives will be given to parents participating at the monthly meetings, such as gift cards, small gift, 1 to 3 Easter baskets to be given away for the Easter Holiday, before Spring break.
- Expenses associated with the College and Community Resource Fair for EHS to be held in the month of April 2016.
- At the end of the school year, parents will be invited to a school picnic and will be presented with a Certificate of Appreciation for their participation in the Parent Engagement Committee.

Having worked for EHS for the past two years as a Parent Engagement Assistant (formerly known as Parent Liaison/Community Outreach Assistant), some of my recent accomplishments are:

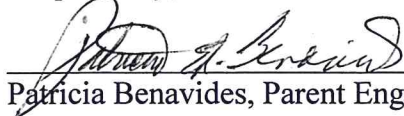
- Back to School Night Coordinator
- Lunch Coordinator
- Partnership with PGCC Coordinator (providing workshops presentations to EHS Students)
- Hispanic Heritage Coordinator
- Coat Drive Coordinator
- Community Resource Fair Coordinator
- EHS Newsletter Coordinator (in progress)
- Assisting and working with students in order to fulfill their community service hours
- Representing Evening High School at different events and community meetings

If Evening High School (EHS) is selected as one of the recipients for this grant, a post-grant report documenting accomplishments and expenditures for this project will be submitted to City of Hyattsville before June 30, 2016.

On behalf of Evening High School, I thank you in advance for allowing me the opportunity to submit this grant proposal.

Should you need any additional information, please do not hesitate in contacting me via email at: Patricia.benavides@pgcps.org or by phone at 301- 985-1460 EX 84539

Respectfully,



Patricia Benavides, Parent Engagement Assistant

City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.

Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: Mirna Flores

Position: Parent Engagement Assistant

School: Rosa L. Parents

Email Address:

Phone Numbers:

Amount Requested: \$500

Check should be made payable to: Rosa L. Parks Elementary

Project Start Date: 01/04/2016

Project End Date: 06/30/2015

Not before Jan. 1, 2016

Not after July 1, 2016

Reminder: A final report will be due July 1, 2016.

SECTION 2 – SIGNATURES

Principal's Signature:

Dr. Tara Minter

Date:

11/9/15

Principal's Printed Name:

Tara Minter

Applicant's Signature:

M. Flores

Date:

Nov. 9, 2015

Applicant's Printed Name:

Mirna Flores

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project:

Parent Engagement Workshops & Events.

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Application Complete:

Accepted:

Amount:



November 9, 2015

Dear City of Hyattsville Education Advisory Committee,

Thank you for giving Rosa L. Parks Elementary the opportunity to apply for the grant being offered.

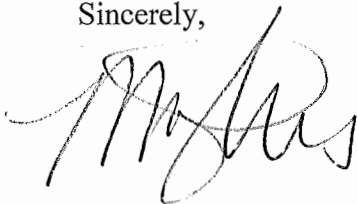
As the Parent Engagement Assistant of Rosa L. Parks, part of my job is to make sure that all parents and families are being engaged in their children's education. I do this by hosting monthly or quarterly workshops, activities or events here at school or in the community throughout the school year.

Most of our parents are either non-English speaking or illiterate; therefore at our workshops or events we provide bilingual supplies and create hands on educational activities in order for our families to understand. Our goal is that our parents take this information and be able to teach or help their children at home. To make it convenient for our families most of these workshops are being held here at Rosa L. Parks, either first thing in the morning during drop off or after school. We try to have refreshments at all of our workshops and events such as coffee, juice, water, pastries, snacks, etc. as this makes it more likely that families will attend.

If \$500 is granted, I will use \$300 for refreshments/food and \$200 for supplies for hands on activities.

I thank you for taking the time to go through my application, as we work to improve parent engagement in our school and community.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mirna Flores', written over a horizontal line.

Mirna Flores

Parent Engagement Assistant

City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.

Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: Karen L. Matthews

Position: Reading Specialist

School: Rosa L. Parks Elementary School

Email Address:

Phone Numbers:

Amount Requested: \$500.00

Check should be made payable to: Rosa L. Parks ES

Project Start Date: May 13, 2015

Project End Date: May 13, 2016

Not before Jan. 1, 2016

Not after July 1, 2016

Reminder: A final report will be due July 1, 2016.

SECTION 2 – SIGNATURES

Principal's Signature: *Dr. Tara Minter*  Date: 11/9/15

Principal's Printed Name: Dr. Tara Minter

Applicant's Signature: *Karen L. Matthews*  Date: 11/9/15

Applicant's Printed Name: Karen L. Matthews

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project: Literacy and Numeracy Carnvial

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Application Complete:

Accepted:

Amount:



The Purpose of the Literacy/Numeracy Carnival

The Literacy & Numeracy Carnival is a carnival style family event that will provide extended learning opportunities for reading and math. The event will be set-up carnival style with popcorn, cotton candy, snow cone, hot dogs and book station and much more. This interactive carnival will offer various learning stations where parents & students will participate in various learning games that will enhance reading and math. Students will receive free books and some of the activities could include: Spell & Splash where students earn throws by spelling words and adding number equations correctly. Another activity could include The speed scrambler using letter and number tiles to make as many words or number problems that they can in 1-2 minutes. We would like to receive funds to purchase and give away 1,000+ books. We would like to rent cotton candy machine, snow cone, etc. We are excited about involving parents and students during the carnival activities

Parent participation is very important in the progress of students. When parents are involved in their children's education, both children and parents are likely to benefit. Researchers report that parent participation in their children's schooling frequently:

- enhances children's self-esteem
- improves children's academic achievement
- improves parent-child relationships
- helps parents develop positive attitudes towards school and a better understanding of the schooling process. (Brown, 1989)

A Literacy & Numeracy Carnival not only allows for an acknowledgment of the work students have been doing in reading and math, it also presents an opportunity for parents to become involved in the life of the school.

Estimated Budget needed for carnival

Carnival Supplies and machines rentals- \$300.00

- Balloons, snow cone, popcorn, cotton candy machine rental & supplies

Books, Number prizes, station items- \$200.00

- First Book for book giveaways, number games, prizes, pencils, stickers

Grand Total for the Literacy & Numeracy Carnival is \$500.00+

City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.

Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: *Eileen J. Lengenfelder*

Position: *STEAM teacher*

School: *Edward M. Felegy*

Email Address:

Phone Numbers:

Amount Requested: *\$ 499.11*

Check should be made payable to: *Edward M. Felegy Elementary School*

Project Start Date: *Jan. 4, 2016*
Not before Jan. 1, 2016

Project End Date: *June 30, 2016*
Not after July 1, 2016

Reminder: A final report will be due July 1, 2016.

SECTION 2 – SIGNATURES

Principal's Signature:

Walter Reap

Date:

11/12/15

Principal's Printed Name:

Walter Reap

Applicant's Signature:

Eileen J. Lengenfelder

Date:

11/10/15

Applicant's Printed Name:

Eileen J. Lengenfelder

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project:

Leave No Child Inside Garden Plots

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Accepted:

Application Complete:

Amount:



City of Hyattsville
 Education Enrichment Grant
 November 10, 2015
 Edward M. Felegy Elementary

Leave No Child Inside Garden Plots

1. Description:

Our project is designed to guide the students in building a community garden that will improve academic achievement, promote healthy eating habits, create a place for social and emotional health in the school community, as well as support the First Lady's Farm to Table initiative.

According to Klemmer, Waliczek, and Zajicek, "the science achievement of students who participated in a hands-on school gardening program was higher than that of the students who did not participate in gardening activities as part of their science curriculum." (p. 452) Through this project, students will gain valuable sensory information to help them learn the role plants play in the environment: how they derive energy from the sun to produce sugars, as well as how they travel within food chains, from producers to consumers to decomposers. Learning this information in a hands-on setting will solidify the classroom information by forming personal memories.

In a 1997 study of students who had planted and worked in a garden, "students show[ed] improvements in their preference for over half of the vegetables" in the study, with "most improvements ... retained at the six-month follow-up" (Morris 93). Following the spring planting of the garden, in the fall students will have the opportunity at school to learn how to use their vegetables in healthy cooking. This will integrate health topics, such as a balanced meals, the mathematics required in recipe-building, and the history of these vegetables' journeys from their native lands to the Eastern United States.

In a school system with a large number of immigrants, it is important for the students to build connections within the community. Amy Cutler-Mackenzie, a senior lecturer in the Faculty of Education at Monash University in Australia, found that "a multi-cultural school garden program for recent immigrants provided a space where children could share their cultural heritages, feel a sense of belonging, and form connections to the local environment" (p. 133). This garden will give the children the opportunity to share their culture and language in the garden, providing a social common ground among all students.

First Lady of the United States, Michelle Obama, has cited the five pillars of her Let's Move! campaign, unveiled in February of 2010: 1. empowering parents and caretakers to make healthy choices for kids; 2. improving school food; 3. ensuring access to healthy food; 4. giving kids a healthy start in life; and 5. promoting physical activity (Huber 3). This garden will incorporate all of this pillars as it creates a community focal point and an opportunity for students to play a role in forming their own healthy habits.

2. Target population:

- **STEAM teacher with the fifth grade students of Edward M. Felegy::** Oversee implementation of garden, plant seedlings in garden, and maintain the garden.
- **Teachers and students of fourth and fifth-grade:** Design and plan lay out of garden using grid paper emphasizing area and perimeter.
- **Teachers and student in third grade:** Plant seeds in peat pods. Let grow in windows in classrooms.
- **Parents of Edward Felegy:** Maintain the garden over the summer/ have sign-up sheet and find a parent to be in charge. Hopefully, Felegy will have a summer program for a few weeks of the summer and watering the garden will become a part of the summer school routine.

3. Location of Project:

- **Grounds of Edward M. Felegy** (exact location to be determined- need to call Ms. Utility)

4. Timeline:

- **January**
 - Build 6'x6' square garden boxes out of nails and 2"x6"x 92-5/8" pieces of lumber; build indoors and store in outdoor shed on campus, Build 2' x2' square herb boxes out of screws and leftover cuts.
- **February-March**
 - Start seedlings in classroom in front of windows for sunlight
 - Use seed soil pellets to start seeds
- **April**
 - Rototill the soil
 - Design garden plot in class (lessons: area, perimeter, coordinate grid shapes)
- **May-June**
 - Plant seedlings in outside plot in small groups
 - Water plants regularly
 - Pick fully-grown vegetables in small groups
- **July-August**
 - Students and families will visit the plot to pick their vegetables on a rotating basis
- **September**
 - Return to school and use the fresh vegetables to cook in class and discuss good health habits

5. Budget:

Place	Item	Type	Price	Quantity	Total cost
Burpee.com	Tomatoes	Beefsteak	\$3.95/packet	175 seeds	\$3.95
	Cucumbers	Sweet Success	\$4.95/packet	20 seeds	\$4.95
	Beans	Super Sugar Snap	\$3.95/packet	200 seeds	\$3.95
	Zucchini Squash	Black Beauty	\$3.95/packet	100 seeds	\$3.95
	Eggplant	Black Beauty	\$3.95/packet	150 seeds	\$3.95
	Radishes	Cherry Belle	\$4.95/packet	500 seeds	\$4.95
	Basil	Genovese	\$4.95/packet	100 seeds	\$4.95
	Rosemary		\$3.95/packet	100 seeds	\$3.95
	Thyme	Common	\$3.95/packet	1500 seeds	\$3.95
	Oregano	Greek	\$3.95/packet	1500 seeds	\$3.95
	Sage	Common	\$3.95/packet	100 seeds	\$3.95
Home Depot	Garden Soil	Miracle Grow	\$7.97/per bag	23 bags	\$183.31
	Peat pellet Greenhouse	Jiffy	4.98/per container	5 containers x36=180 peat pellets	\$24.90
	Shovel	School owns			\$0.00
	Rototiller Machine	Borrow from parent			\$0.00
	Wheelbarrow	True Temper	\$87.98	6 cubic feet	\$87.98
	Tomato cages	wire	\$3.97	12	\$47.64
	2" x 6" x 92-5/8" Studs	Premium Kiln-Dried	\$4.39	24	\$105.36
	Nails		\$3.47/pack	1	\$3.47
				TOTAL:	\$499.11

should include a statement explaining why the Principal would not sign; however, proposals that use school facilities or involve teachers will not be funded without the Principal's endorsement.

Applications should cover activities or purchases that will take place between January 1, 2016 and the end of the 2015-2016 school year. Applicants should provide an explanation/justification for any deviations from this timeline.

Awardees are required to submit a post-grant report documenting expenditures and project completion by July 1, 2016. Failure to submit the post-grant report on time could result in a school or organization being ineligible for future grants. The post-grant report shall include (1) an account of monies spent, including receipts, (2) description of target population reached (e.g., number and age), and (3) an assessment of the project and its effects. Photos are also encouraged, but not required. Any unspent money must be returned to the City of Hyattsville by July 1, 2016.

Proposals must include a completed Application Form signed by the appropriate official(s) and a type-written Grant Request Description. Grant descriptions are limited to 3 pages and should use Times New Roman 12-pt. Descriptions must include the following sections:

1. Description of Grant Request
2. Target Population
3. Location of the Project
4. Project Timeline
5. Detailed Budget Plan

Letters of endorsement from any partner organizations are limited to one page.

Please be aware that all materials provided in the application or post-grant report become public documents and may be used by the City for promotional and other purposes.

Evaluation and Award Process—EAC committee members will review all applications and make award recommendations to the City Council. The City Council will make the final selections of the grant recipients during a December 2015 Council Meeting. The winners will be notified by January 1, 2016 and funding will be disbursed by the City.

Complete applications must be submitted by the due date. Failure to follow the application instructions may result in the rejection of an application. Available funding may limit the number of awards. The EAC reserves the right to reject any application at its own discretion.

Due Date—Applications are due by 5 p.m. on November 13, 2015.

Submit Grant Applications by Email or Mail to—

Jake Rollow
jrollow@hyattsville.org
3rd Floor
4310 Gallatin Street
Hyattsville, MD, 20781

Hand-delivered applications should be brought to the third floor of 4310 Gallatin Street during regular business hours. Do not leave the application in any other City office.



City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.

Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: Jennifer Page

Position: Reading Specialist

School: Hyattsville Elementary

Email Address:

Phone Numbers:

Amount Requested: \$400.00

Check should be made payable to: Hyattsville Elementary School

Project Start Date: Sept. 1, 2015

Not before Jan. 1, 2016

Project End Date: Jan. 30, 2016

Not after July 1, 2016

Reminder: A final report will be due July 1, 2016.

SECTION 2 – SIGNATURES

Principal's Signature:

Julia Burton

Date: 10/26/2015

Principal's Printed Name:

Julia Burton

Applicant's Signature:

Jennifer Page

Date: 10/26/2015

Applicant's Printed Name:

Jennifer Page

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project:

First Lego League at Hyattsville Elementary

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Application Complete:

Accepted:

Amount:



Grant Application and Request for
Hyattsville Elementary School Lego Robotics
After School Program

Grant Description:

Hyattsville Elementary School is seeking funding for the after school Lego Robotics Program. This program runs from September through January and is a competition based program. Each team is comprised of up to 10 students in 4th and 5th grade. It is part of the FIRST Lego League program which is a worldwide competition program focusing on robotics, engineering, community building and personal responsibility.

The program allows students to learn basic engineering principles in order to build a functioning and stable robot. They explore different types of attachments and how to best make use of them to complete various missions. Then they use a block programming format to use the principals of computer science to direct the robot. The commands they need include directions, loops, functions, and logical statements.

The students are also required to do research on a real world problem and present their results to several audiences. Included in this is the creation of an innovative solution to the problem they research.

Lastly, FIRST Lego League encourages the development of core values for children which include positive team interactions, friendly competition, and gracious professionalism.

There is a registration fee, kit fee, qualifier registration fee and cost for project supplies. I will elaborate on the fees in the appropriate section.

Target Population

The First Lego League program is for students ages 9-14 and is limited to 10 students per team. We have 10 boys and girls in 4th and 5th grade.

Location of the Project

The program will take place at Hyattsville Elementary School every Thursday from 2:00 - 4:00 pm until the competition. The competition is on a Saturday at a location to be decided.

Project Timeline

(This project deviates from the expected grant timeline.)

- August –September: Team registration and formation
- September – December: Weekly team practice
- December - January: FLL Qualifiers

Detailed Budget Plan

1. Annual registration with FLL: \$225.00
2. Annual cost for challenge kit: \$75.00
3. Annual cost for qualifier registration: \$70.00
4. Approximate cost for materials: \$30.00

Total Grant Request: \$400.00

City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.

Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: Hyattsville Middle School Parent, Teacher, Student Organization
Christine Williams

Position: Member

School: Hyattsville Middle

Email Address:

Phone Numbers:

Amount Requested: \$498

Check should be made payable to: HMS-PTSO

Hyattsville Middle School

Project Start Date:

Project End Date:

Not before Jan. 1, 2016

Not after July 1, 2016

Reminder: A final report will be due July 1, 2016.

SECTION 2 – SIGNATURES

Principal's Signature:

C. A. Thompson

Date:

11/13/2015

Principal's Printed Name:

C. A. Thompson

Applicant's Signature:

Christine M. Williams

Date:

11/13/15

Applicant's Printed Name:

Christine M. Williams

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project: Retaining Wall Mural

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Accepted:

Application Complete:

Amount:



1. Description of Grant Request

The Hyattsville Middle School PTSO requests \$492 in grant funding to cover the cost of materials to paint the west-facing, exterior retaining wall near the school's gymnasium. The proposed exterior mural will improve the outward appearance of the school, providing color and design where none exists. The mural will be designed and painted by volunteers, and the project will provide PGCPs students with an opportunity to fulfill their Service Learning Hours.

The following are some of the additional benefits of the mural project:

- Stimulates and develops imagination and critical thinking skills
- Creates a joyful atmosphere for learning
- Strengthens the character of the school
- Improves the outward appearance of the school
- Fosters school and community pride
- Introduces math concepts
- Spurs conversations between students and teachers
- Provides a teaching tool for art appreciation

2. Target Population

The target population of this painting project includes the more than 800 current HMS students, staff, and visitors, not to mention the hundreds of new students and visitors in years to come.

HMS is a Title 1 school. Last school year, 85% of the students were eligible for Free or Reduced-Priced Lunch, nearly 21% of the students received Limited English Proficiency (LEP) and 9% special education services.

3. Location of the Project

Hyattsville Middle School, 6001 42nd Ave., Hyattsville, MD (exterior retaining wall)

4. Project Timeline

March 1, 2016 to May 15, 2016

5. Detailed Budget Plan

Material	Cost per Unit	Number of Units	Total Cost by Material
1 gallon exterior paint	\$28	X 10	\$280
1 gallon exterior primer	\$20	X 4	\$80
roller	\$8	X 8	\$48
paint brush	\$10	X 5	\$50
paint tray and liners	\$10	X 4	\$40
Total cost			\$498

6. Exhibits

Exhibit 1: HMS Exterior Retaining Wall



City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.

Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: *Elise R. Dent*

Position: *Heath Education Teacher*

School: *Hyattsville Middle School*

Email Address:

Phone Numbers:

Amount Requested: *\$500.00*

Check should be made payable to: *Hyattsville Middle School*

Project Start Date: *Jan. 6, 2015*

Project End Date: *May 4, 2015*

Not before Jan. 1, 2016

Not after July 1, 2016

Reminder: A final report will be due July 1, 2016.

SECTION 2 – SIGNATURES

Principal's Signature: *Thornton Boone*

Date: *October 12, 2015*

Principal's Printed Name: *Thornton Boone*

Applicant's Signature: *ED Dent*

Date: *October 12, 2015*

Applicant's Printed Name: *Elise R. Dent*

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project: *Growing, Changing, & Coping Project*

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Accepted:

Application Complete:

Amount:



HYATTSVILLE MIDDLE SCHOOL
GROWING, CHANGING, & COPING PROJECT

DESCRIPTION OF GRANT REQUEST

“Am I normal?” This is a question many girls ask during puberty. Chances are their body development is quite normal. But there’s so much going on at once, just knowing what’s coming can help put your mind at ease. The HMS Growing, Changing, & Coping Project will allow female students of Hyattsville Middle School along with their family members to have a better understanding of their changing body.

Puberty usually starts between the ages of 8 and 13 for females and lasts a few years. It may start earlier in girls who are overweight, or later in girls who are very athletic or thin. If the young female is 12 and hasn’t started developing breasts or they are 15 and haven’t gotten their period, their doctor will probably want to examine the young female to make sure everything is OK. During puberty, your body releases hormones that stimulate your ovaries to start producing the female hormone estrogen. Gradually, a girl’s body starts changing into a woman’s body. But these surging hormones can also make your mood go up and down -- and sometimes it may seem as if your body is out of control. These two topics of discussion are only a few of the thousands of questions and concerns that may run through a young woman’s mind.

In order to help, aid, and educate young females to become mature, civilized educated women the Growing, Changing, and Coping Project is geared to help them along the way. Topics of discussion include Puberty, Self- Esteem, Body Growth, Skin Care, Hair Care, Dental Care, Physical Activity, Sweating, Vaginal Discharge, The Menstrual Cycle, and Period Protection. These open conversations with the students along with their family members will alleviate many of the questions young females ponder about but are too embarrassed to ask.

It’s completely normal to be nervous about having a talk with their mom, or another trusted adult like their father, aunt, or stepparent, about their first period. The Adults who attend the education sessions will get help to provide their student with the right answers to their questions.

TARGET POPULATION

The target population for this project is Hyattsville Middle School females of all ethnicities (i.e.- African- American, Caucasian, Hispanic, Asian). Additionally, the target population also includes parent, guardian family members of all ethnicities who care for or are legally responsible for the Hyattsville Middle School female student(s).

LOCATION OF THE PROJECT

The location of the project will take place at Hyattsville middle School in the multi-purpose room.

PROJECT TIMELINE

<u>POSITION/TITLE</u>	<u>ACTIVITY/TASK</u>	<u>AVG. DAYS /HOURS PER MONTH</u>	<u>TARGET DATES</u>
Elise Dent Health Ed. Teacher Brittany Mangum Parent Liaison	Growing, Changing, & Coping Open Discussions	1 Meeting every other month 2 hour session	January 6, 2015 March 9, 2015 May 4, 2015
Elise Dent Health Ed. Teacher Brittany Mangum Parent Liaison	Product Pass out/ Demonstration	1 Meeting every other month 2hour session	January 6, 2015 March 9, 2015 May 4, 2015
Elise Dent Health Ed. Teacher Brittany Mangum Parent Liaison	Guest Speaker	N/A	March 9, 2015

Mrs. Dent serves as the health education teacher for 6th, 7th, and 8th grade students. All lessons will be done in the Hyattsville Middle School multi-purpose room. Mrs. Mangum is the school's parent liaison and is also fluent in Spanish. She will help and assist Mrs. Dent with interpreting the demonstrations.

DETAILED BUDGET PLAN

Income

Grant Request from City of Hyattsville	\$500.00
Foundations, other grants	\$0.00
Public Agencies	\$0.00
Corporations	\$0.00
Other receipts	\$0.00

In-kind contributions (goods and services donated)	\$0.00
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<u>TOTAL INCOME</u>	<u>\$500.00</u>
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Expenses

Personal Costs	\$0.00
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Equipment purchases (Pads, Toothpaste, Toothbrushes, Deodorant, Combs, Brushes, Gift Bags)	\$300.00
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Supplies (Copying Pamphlets)	\$50.00
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Transportation	\$0.00
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Equipment Rentals	\$0.00
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Consulting Fee	\$0.00
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Other services (Guest Speaker gift of appreciation)	\$50.00
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Other expenses (Groceries for Refreshments during Open Discussions)	\$100.00
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<u>TOTAL INCOME</u>	<u>\$500.00</u>
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<u>NET SURPLUS/ (DEFICIT)</u>	<u>\$0.00</u>
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City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.

Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: Carlo Natividad

Position: Teacher - Technology and Media Arts

School: Hyattsville Middle School

Email Address:

Phone Numbers:

Amount Requested: \$500.00

Check should be made payable to:

Project Start Date: Jan. 4, 2016 Project End Date: Jun. 30, 2016

Not before Jan. 1, 2016

Not after July 1, 2016

Reminder: A final report will be due July 1, 2016.

SECTION 2 – SIGNATURES

Principal's Signature: Thornton Boone

Date: 10/13/15

Principal's Printed Name: THORNTON BOONE

Applicant's Signature:

Date: 10-13-2015

Applicant's Printed Name:

Carlo Natividad

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project: Hyattsville X-STEM

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Application Complete:

Accepted:

Amount:



The Hyattsville Middle School X-Stem Team

Background and Purpose

The USA Science and Engineering Festival is a yearly event in Washington DC where more than 1,000 exhibitors bring hands-on science and engineering activities that participants can explore. They sponsor a school program called X-STEM or Extreme STEM with the goal of raising student leaders who will lead the school community in promoting a STEM culture.

www.usasciencefestival.org

Objectives

The Hyattsville Middle School X-STEM Team has the following objectives for FY 2015-2016:

- The students will represent Hyattsville Middle School at next year's USA Science and Engineering Festival and SneakPeek, April 14 and 15, 2016.
- We will invite one of the Nifty Fifty Speakers, pioneers in STEM, to speak at Hyattsville Middle School.
- The team will have a Technology Outreach program with the help of the Madieu Williams Foundation that will give the X-STEM Team the opportunity to share their knowledge and skills with younger kids through play and learn activities.
- The team will promote STEM in the school by:
 - o Creating posters about STEM pioneers from both the past and present and posting them across the school.
 - o Creating videos about STEM pioneers and current events; local, national, and global.
 - o Updating the X-STEM bulletin board with STEM-related current events and news.

Evaluation

The success of the team will be measured by how much of our objectives we could accomplish throughout FY 2015-2016 and by the percentage of attendance during team meetings.

Target Population

This project aims to enrich the STEM experiences of all the students at Hyattsville Middle School.

Location of the Project

The project will mostly take place in Hyattsville Middle School. The Technology Outreach project will be at Hyattsville Elementary School. The X-STEM Symposium and SneakPeek will be at the Washington DC Convention Center.

Project Timeline

The whole endeavor will take place throughout the entirety of FY 2015-2016. Currently, the technology outreach is intended to take a half-day. Continuing the technology outreach to multiple events will be contingent on how successful the first day will be. The Nifty-Fifty Speaker event is a one-day event. The rest of the objectives: posters, videos, and bulletin board will be updated at least every two weeks, if not weekly throughout the year.

Detailed Budget Plan

Item/s	Cost
Technology Outreach Materials: Straws, Stryofoam balls, Paperclips, etc.	\$100.00
20 posters - poster printing at 9.99 each	\$199.80
Transportation and food for X-STEM Team to X-STEM Symposium and SneakPeek. Metro train fare x 10 students to and from the Convention Center for two days. Food at \$10 each for 10 students.	\$300.00

City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.

Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: Kevin Burke

Position: Teacher

School: Northwestern High School

Email Address:

Phone Numbers:

Amount Requested: \$280.00

Check should be made payable to: Kevin Burke

Project Start Date: ASAP

Project End Date: May 1, 2016

Not before Jan. 1, 2016

Not after July 1, 2016

Reminder: A final report will be due July 1, 2016.

SECTION 2 – SIGNATURES

Principal's Signature: Carlene Murray Date: 11/12/2015

Principal's Printed Name: Carlene Murray

Applicant's Signature: Kevin Burke Date: 11/12/15

Applicant's Printed Name: Kevin Burke

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project: Government Alive Program

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Accepted:

Application Complete:

Amount:



City of Hyattsville Education Enrichment Grants Program

Northwestern High School – Government Alive Program

I. Description of Grant Request:

Northwestern High School Social Studies Department is requesting funds to purchase a teacher text, student text, and online access for educators for the Government Alive curriculum program created by TCI and written in conjunction with the National Constitution Center in Philadelphia. The cost of the program one year of access is \$280.00.

Government Alive offers many key features that would raise achievement levels and create better engagement to bolster the current PGCPs government curriculum:

- Aligns with both Maryland State Standards and CCSS
- Lessons engage students with experiences that promote collaboration
- Rich text of both primary and secondary texts offers literacy integration opportunities that promote close reading strategies
- Integrated arts learning lessons and units
- All texts and activities are offered in English and Spanish to promote acculturation and allow ELL students to engage with texts that allow for input hypothesis work
- Differentiated lessons for SPED students as well as those above grade level

Most importantly, the text would offer up to date government information for students. Currently, PGCPs texts do not cover any governmental developments past 2008. Without current knowledge, students are at risk of not becoming strong citizens. As educators, it is our duty to prepare them for life after high school. Yet, without information on the current government, we do them a disservice.

In all, this program offers an efficient way to create better engagement at a fraction of the cost of other projects that might use funds quickly for a one-time use. This grant offers the chance at a sustained learning project, using a program that is award winning, and proven to raise achievement scores.

II. Target Population:

The curriculum resources would be used for students completing the LSN Government class for the 2015-2016 school year. It will include:

- 35 ELL students of various ages and abilities in LSN Government
- 110 students completing regular LSN Government
- 55 students completing Honors LSN Government

III. Location:

Students will complete all work at Northwestern High School. This will keep cost low for the program. However, students in LSN government also attend a field trip connected to the program at the Newseum in Washington, DC during the Spring of 2016. The cost of admission to the museum is free for PGCPS students, and the bus cost will be less than \$8 per student. The students themselves provide these funds.

IV. Project Timeline:

The course will be administered throughout the rest of the 2015-2016 school year, but materials will be available for future years. Again, this program is an attractive option for the City of Hyattsville in that it is cost effective, and affects more students than one-off projects.

V. Detailed Budget:

All purchases would be made through the TCI website (www.teachtci.com).

The following shows the cost of each purchase to be made:

Item #	Description	Qty	Price	Total
23-6	Gov Alive! Power, Politics, and You: Student Addition	1	\$70.00	\$70.00
24-3	Gov Alive! Power, Politics, and You: Placards	1	\$75.00	\$75.00
0212-01	Gov Alive! Power, Politics, and You: Teacher Subscription	1	\$135.00	\$135.00
			Subtotal	\$280.00
			Tax	\$0.00
			Shipping	\$0.00
			Total	\$280.00

City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.
Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: Kenyetta A. Kendrick

Position: Coordinator/Lead Instructor, Academy of Engineering & Science

School: Northwestern High School

Email Address:

Phone Numbers:

Amount Requested: \$493.82

Check should be made payable to: Kenyetta Kendrick

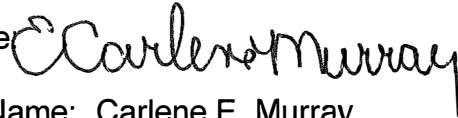
Project Start Date: January 4, 2016 Project End Date: June 15, 2016

Not before Jan. 1, 2016

Not after July 1, 2016

Reminder: A final report will be due July 1, 2016.

SECTION 2 – SIGNATURES

Principal's Signature:  Date: November 12, 2015

Principal's Printed Name: Carlene E. Murray

Applicant's Signature:  Date: November 12, 2015

Applicant's Printed Name: Kenyetta A. Kendrick

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project: Girl Power through STEM (GPS)

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Application Complete:

Accepted:

Amount:





City of Hyattsville Education Enrichment Grants

Girl Power through STEM (GPS)

I. Proposal Summary (Executive Summary)

The Academy of Engineering and Science at Northwestern High School is seeking financial assistance from the City of Hyattsville Education Enrichment Grants Programs in the amount of \$493.82. Funding will be used to provide materials for female students to complete a special project related to learning their community through STEM. Students will create a virtual tour and monitor developing solutions to environmental changes and concerns. At the same time, the students will acquire an appreciation for the community in which they live.

II. Organization Description and History

Northwestern High School is 1 of 24 high schools in the Prince George's County Public School System. Northwestern is located in the heart of the Hyattsville historic district, and in an urban suburb community that borders Washington, DC. The student body mirrors the surrounding neighborhoods with 53 percent male and 47 percent female. The total minority enrollment is 97%--52% Hispanic, 41% Black, 2% Asian, 1% Native American and 1 percent two or more race. Sixty-six percent (66%) of the students receive Free and/or Reduced Meals.

Northwestern became the school districts' second Center for the Visual and Performing Arts (CVPA)—a magnet program—that was implemented in school year 2013-14. During the current school year, Northwestern launched the Academy of Engineering and Science. The mission of the Academy of Engineering & Science is to promote academic achievement and prepare students for the workforce and post-secondary education with coursework that exposes students to careers and content knowledge in Engineering and Architecture while helping them acquire problem-solving skills through experiences that develop critical thinking, communication, and employability skills. In the Academy of Engineering & Science, students engage in open-ended problem solving, learn and apply the engineering design process, and use the same industry-leading technology and software that is utilized by the world's top engineering and technology companies. Students investigate topics in the many fields of STEM, which includes, but is not limited to skills in research and analysis, teamwork, technical writing, engineering graphics, and problem solving through activity-, project-, and problem-based (APPB) learning. The contextual learning introduces students to the rigors of STEM and prepares them for post-secondary education and careers.

III. Description of Grant Request

To fulfill our mission of creating a pipeline of prepared minority students who are academically and socially prepared to embrace a range of post-secondary and career opportunities, this proposal seeks financial assistance in the amount of \$493.82. The funding support will enable Northwestern to initiate a special STEM project for minority females designed to teach students to solve meaningful problems while engaging a community of learners in multi-disciplinary content that includes STEM, arts integration, and literacy [reading and writing] to improve instructional practice and support, and develop students' critical and problem-solving skills. Our foci of STEM, arts integration,



City of Hyattsville Education Enrichment Grants

and literacy are also key initiatives within our district. Lastly, we want to provide rich experiential learning opportunities to help students connect what they have learned in the classroom to real-world practical experiences.

The Academy of Engineering and Science has an established Program Advisory Committee (PAC) that supports all Engineering and Science schools. The PAC gives guidance and support to PLTW students and programs, and develops opportunities to support Academy students in engineering and related experiences. The PAC is comprised of industry and post-secondary partners as well as secondary educators and central office staff.

IV. Background

Science, Technology, Engineering, and Math (STEM) was introduced as a discipline in 1990. STEM is not just an acronym but a methodology used to integrate the separation four disciplines of instruction that allow students the opportunity to apply the skills and knowledge they have collaboratively learned.

Based on the Next Generation Science Standards (NGSS), most states have begun integrating engineering with the sciences. However, the challenge is how to design educational skills that will engage and support all learners. Traditionally most educational institutions have incorporated competitions as a way of “doing” STEM. More must be done to involve all stakeholders in developing STEM curriculum and activities to support all learners. STEM cannot only address the small number of “elite” students. There are challenges that lie ahead to successfully develop curriculum that also provides scaffolding to support struggling learners.

As we move into a new era of STEM, we need to address the skills gap of students, especially those of female students in urban areas who have an interest in STEM but not the skill set to enter STEM studies and careers, and experience success. New Standards (NGSS and College and Career Readiness Standards, formerly Common Core) offer New Opportunities as well as new challenges. Thirteen percent (13%) of high school girls graduating in the next three years have indicated that they would like to major in STEM subjects. This is a low number based on the number of females across the nation. Only 39% of women earned STEM degrees in the past three years, and 24% of women currently hold jobs in the STEM workplace. This being said collaboration and preparation are the major components of developing an integrated STEM experience for all STEM.

V. Project Description

Water quality along the Anacostia River has been an issue for many years. This project will prepare young women for success in college, careers, and citizenship in a global economy that is challenging and constantly changing. Students can apply their interests in developing skill sets in engineering and mathematics to real world problems in their community. We propose using technology such as GoPro cameras, Google Maps, two-way radios and water testing equipment to navigate local communities and explore / publicize the City of Hyattsville.



City of Hyattsville Education Enrichment Grants

Students will be able to establish a baseline of water quality along the Anacostia River by tracking pH, dissolved oxygen concentration, dissolved carbon dioxide concentration, nitrites, sulfates and perform visual surveys, etc. using commonly available testing reagents / kits, GoPro cameras and Google Maps. The data collected will be placed into a student-designed database. Once the baseline has been established students will determine, what if anything, should be done in order to improve the water quality. The young ladies will also look at native plants in the area and determine if improving the water quality will increase the sustainability of the native plants and / or if reintroducing native plants into an afflicted area can help restore water quality / wild life sustainability. All data collected will be compared to data provided by the State of Maryland environmental agencies.

Once students have identified and researched native plants along the Anacostia River, they will determine the ideal environment by utilizing the school's greenhouse to recreate the plant's environment. Students will use water samples collected to grow native plants. Then students will attempt to improve the water quality in order to determine if the plants will thrive in the "improved environment." Students can also use the greenhouse as a breeding environment to cultivate local plants to reintroduce into affected regions of river space.

VI. Target Population

Our target group would be those female students at Northwestern High School that have previously demonstrated interest in the STEM club and are dedicated to environmental ownership in their community.

VII. Location of the Project

The project will be housed at Northwestern High School 7000 Adelphi Rd Hyattsville MD 20782 and will focus on the Anacostia River watershed including but not limited to the surrounding areas in the Arts and Historical Hyattsville Districts, including but not limited to the College Park, Riverdale, Mt. Rainer communities.

VIII. Project Timeline

The project is due to begin after the winter break (January 4th, 2016) and will run until June 15, 2016.

IX. Detailed Budget Plan

Item	Price	Qty.	Total
GoPro HERO	119.99	2	239.98
Motorola MH230R 23-Mile Range 22-Channel FRS/GMRS Two-Way Radio (Pair)	41.92/PR.	2	83.84
Water Testing Materials	82.50		82.50
Beakers (Nasco)	10.95	8	87.50
			TOTAL: \$493.82

City of Hyattsville Education Enrichment Grant Application

Due date: November 13, 2015.
Late proposals will not be accepted.

SECTION 1 – APPLICANT INFORMATION

Name: Christopher Renberg

Position: Northwestern High School Concert Band Director

School: Northwestern High School

Email Address:

Phone Numbers:

Amount Requested: \$500

Check should be made payable to: Northwestern High School

Project Start Date: Jan 1st, 2016

Not before Jan. 1, 2016

Reminder: A final report will be due July 1, 2016.

Project End Date: June 17th, 2016

Not after July 1, 2016

SECTION 2 – SIGNATURES

Principal's Signature: *CCarlson Murray*

Date: 11.13.2015

Principal's Printed Name: *CCarlson Murray*

Applicant's Signature: *Christopher Renberg*

Date: 12th Nov '15

Applicant's Printed Name: *Christopher Renberg*

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project: Long Term Music Storage

Please attach a typed description of the grant request (three-page limit).

Office Use Only

Date Received:

Application Complete:

Accepted:

Amount:



LONG TERM MUSIC STORAGE

Description of Grant Request

Concert Band Sheet Music at Northwestern High School has been stored in cardboard folios since the School was first opened in 1951. Over the years these boxes have begun to break down, and have become a favorite target for mice. Without a long term storage solution hundreds of pieces of music could be lost or destroyed. This grant will provide Poly Storage Envelopes to be used for long term storage of Concert Band Sheet Music.

Target Population

The Concert Bands at Northwestern High School service between 80 to 100 students per year in both the Visual and Performing Arts Program, and the Comprehensive Program. This project will ensure that Musical Literature is available to students for years to come.

Location of the Project

This project will take place at Northwestern High School.

Project Timeline

This project will begin as soon as the envelopes are secured and will continue until all music has been secured and inventoried. Future music purchased will also be stored in the same like manner.

Budget Plan

It is estimated to cost \$2400 to place all the Sheet Music into Long-Term storage. These Storage envelopes will be purchased in batches when funds become available.



Consent Items: MOTION #175-12-15 Award of Contract for Agenda, Meetings Management, Civic Participation Platform & Video Streaming

SUBJECT: Award of Contract for Agenda, Meetings Management, Civic Participation Platform & Video Streaming

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #175-12-15

I move that the Mayor and Council authorize the award of a 1 year contract, renewable by the City Administrator for up to an additional 2 years to Granicus for agenda, meetings management, civic engagement platform, and video streaming services. The contract will be executed upon the review and approval by the City Attorney.

BACKGROUND:

Please see attached memo and supporting documentation. This item was discussed during the Council Meeting of November 16, 2015.

NEXT STEPS:

Upon approval, the City Administrator will execute the contract and staff will proceed with implementation in partnership with the vendor.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

The City Clerk's Office and the Department of Community Services will work together on the implementation of the video streaming and civic participation platform.

STRATEGIC GOALS

Goal: Goal 1 - Ensure Transparent and Accessible Governance

FISCAL IMPACT:

FY16 Budget Impact not to exceed \$19,419



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 12/7/2015 8:00 PM

Department: Clerk's Office

Prepared by: Laura Reams

Sponsors: At the Request of the City Administrator

DOC ID: (ID # 1363)

7.3

Consent Items: MOTION #175-12-15 Award of Contract for Agenda, Meetings Management, Civic Participation Platform & Video Streaming


Tracey Nicholson, City Administrator 12/3/2015



Memo

To: Mayor and Council

From: Laura Reams, City Clerk

CC: Tracey Nicholson, City Administrator

Date: November 10, 2015

Re: Award of Contract for Agenda, Meetings Management, Civic Participation Platform & Video Streaming

Background:

In October 2014, the Council authorized the City to enter into a 1 year contract with Accela for agenda, meetings management and video streaming in an amount not to exceed budgeted funds of \$20,000. This contract will expire in December 2015. Staff recommends that the City does not renew its contract with Accela and instead enter into a new contract agreement for these services with Granicus.

The City had previously contracted with Granicus for video streaming services from 2013-2014 and found the service to be reliable and of high quality. Granicus recently launched a new agenda management program, PEAK. The City Clerk worked with Granicus as part of a pre-release beta testing group during the development of PEAK and found the product to be user friendly and suitable for staff needs.

Granicus also offers an iPad agenda application for Council and staff that integrates with an electronic voting system. By implementing electronic voting, the City hopes to enhance public transparency into Council actions both during and after council meetings.

Additionally, staff recommends that the City implement two new services through the Granicus platform: SpeakUp and Boards and Commissions. SpeakUp is Granicus's civic participation platform that can be utilized as a tool to further the City's online civic engagement strategy and will integrate with the City's current website. The platform is designed to help government agencies gather meaningful and measurable feedback from the public. The City's initial proposed rollout will allow residents to electronically provide comments on agenda items. Feedback received is compiled into a custom report and distributed to Council and staff prior to Council meetings. Available additional features for the SpeakUp platform include pages for project updates and discussion, crowdsourcing idea submission, and online surveys. It is important to note that the SpeakUp site is completely customizable and the City is

able to roll out additional features as needed and in accordance with staff capacity. An example of a currently active Speak Up platform for the City of Austin, TX can be viewed here: www.speakupaustin.org.

The second new tool staff recommends adopting is Granicus's Boards and Commission application. This is an online tool that allows for staff to easily manage committee appointments, applications and vacancies. The application has a public facing site that also integrates with the City's current website and allows for greater transparency into the City's committees and a much easier way for residents to apply to join committees than the current process that is being utilized.

Should the Council decide to move forward in executing a contract with Granicus, implementation is anticipated to begin in January 2016. Electronic voting and Boards and Commissions will be implemented after the initial roll out of agenda management and video streaming, in spring 2016. The FY16 budgetary impact of this project is not to exceed \$19,419, which includes \$9,690 in upfront equipment and software costs, \$1,372 in monthly subscription fees (\$8,229 for 6 months) and a data migration fee. These fees reflect a 33% discount for the first year of services if the contract is executed by December 11, 2015. Please note that the charged monthly fees will reflect a phased implementation schedule and the City will not be charged fees for applications until they are implemented.

Funds are budgeted for the monthly subscription fees in the Community Services budget and the upfront equipment and software costs will be charged to the Public, Education and Government (PEG) funds, as the equipment will be utilized for public education and transparency.

The staff and Council training sessions for the software will be web based and coordinated through the City Clerk.

RECOMMENDATION:

Staff recommends that the Mayor and Council authorize the award of a 1 year contract, renewable by the City Administrator for up to an additional 2 years to Granicus for agenda, meetings management, civic engagement platform and video streaming services. The contract will be effective upon the review and approval by the City Attorney.



Granicus & City of Hyattsville

Stephanie DelSignor
Sr. Account Executive

stephanied@granicus.com

D: 415-967-5587

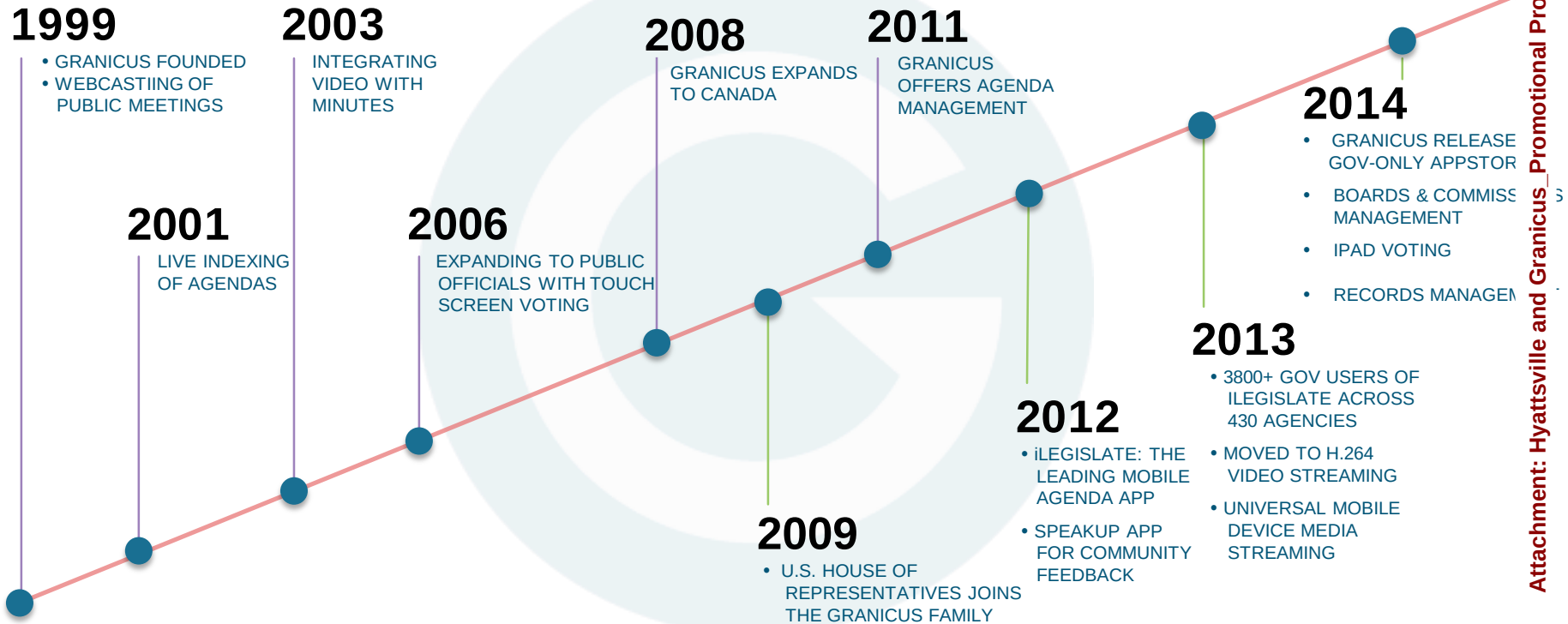
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Packet Pg. 120

WHY GRANICUS

ABOUT GRANICUS

7.3.b



Attachment: Hyattsville and Granicus Promotional Proposal

HOW WE HELP

YEARLY
AVERAGE



250 HRS / MONTH STAFF TIME
SAVINGS ON AGENDA PACKETS



75-100k PAPER
REDUCTIONS



\$40-100k SAVINGS



15-20M PAGEVIEWS / MONTH

WHAT WE STRIVE FOR...



BETTER INFORMED CITIZENRY



MORE ENGAGED COMMUNITY



OPEN & TRANSPARENT GOVERNMENT



BETTER POLICY OUTCOMES



GREATER COMMUNITY TRUST IN
GOV

WHY WE'RE TRUSTED

7.3.b



98% CLIENT RETENTION RATE



450TB OF GOV DATA



500k+ PUBLIC MEETINGS



99.98% UPTIME



Granicus provides so much greater transparency for the public and staff and compatibility across the platform. This eliminated a huge number of workarounds in order to allow us to deliver the same services without nearly the trouble.



Colleen J. Nicol, MMC
City Clerk, Riverside, CA
Former IIMC President

Attachment: Hyattsville and Granicus_Promotional Proposal

CUSTOMER SUCCESS STORIES

Commerce City

Success Highlights

- Solution dependability
- Increased office efficiency
- Approximately 75% reduction in agenda prep time
- 66% of council members are using iLegislate instead of paper agendas
- Hands-on in-person training to get the most out of the system
- Heightened awareness of committee goals and initiatives

Success story: <http://www.granicus.com/casestudies/city-of-sitka/>

Public facing website: <https://sitka.legistar.com/Calendar.aspx>

Success story:

<http://www.granicus.com/casestudies/commerce-city-co/>

Public facing website:

<https://commerce.legistar.com/Calendar.aspx>

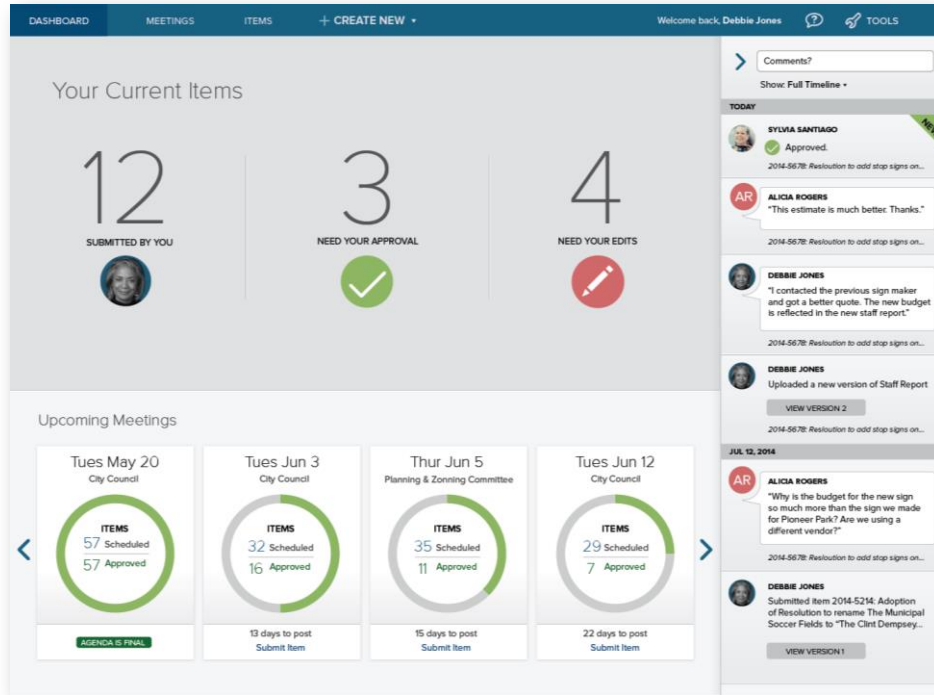
City of Sitka

Success Highlights

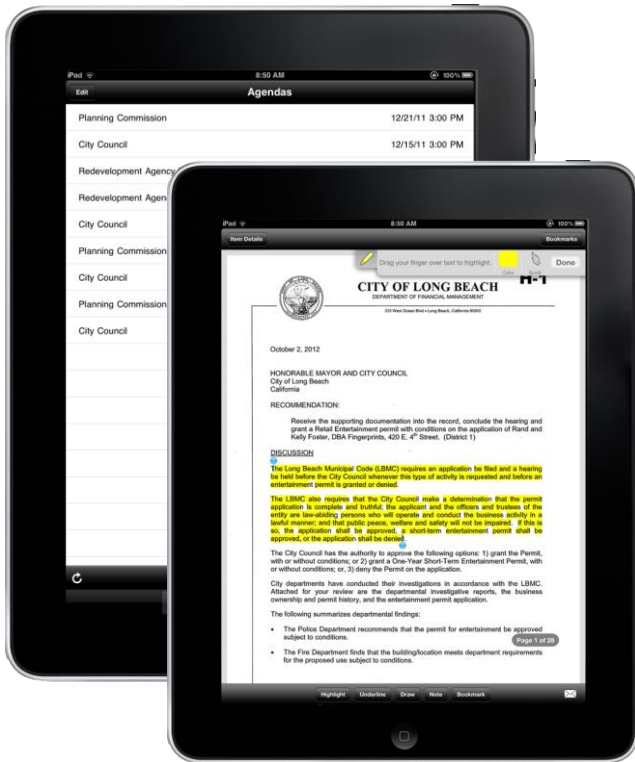
- Saves over \$41,000 annually on their legislative process
- Increased office efficiency — 20-25 hrs per week saved
- All legislation tracked online in a robust online research center
- Achieved a 60% reduction of agenda preparation time
- Reduced 1,000 pages of paper per packet production
- 76-99% of all constituent inquiries directed to website
- Cultivated a 'paperless' legislative environment for Assembly members

PROPOSED SOLUTIONS

PEAK AGENDA MANAGEMENT



- ✓ **PRICE CONSCIOUS**
Exceptional cloud-based technology for any budget
- ✓ **CROSS-PLATFORM SUPPORT**
Work however you choose: PC, Mac, tablet, etc.
- ✓ **BEST-IN-CLASS USABILITY**
Seamless management; easily train current & new staff
- ✓ **AUTOMATED WORKFLOWS**
Remove unnecessary steps & save time



- Access agenda materials, annotate, take notes, bookmark and email
- Watch previous meetings & research topics
- Reduce paper consumption – 100% paperless
- Prevent data loss and access the latest versions with automated cloud sync
- View crowdsourced community ideas & analytics
- Dashboard display of public opinion by agenda before making decisions
- Meeting voting & request to speak

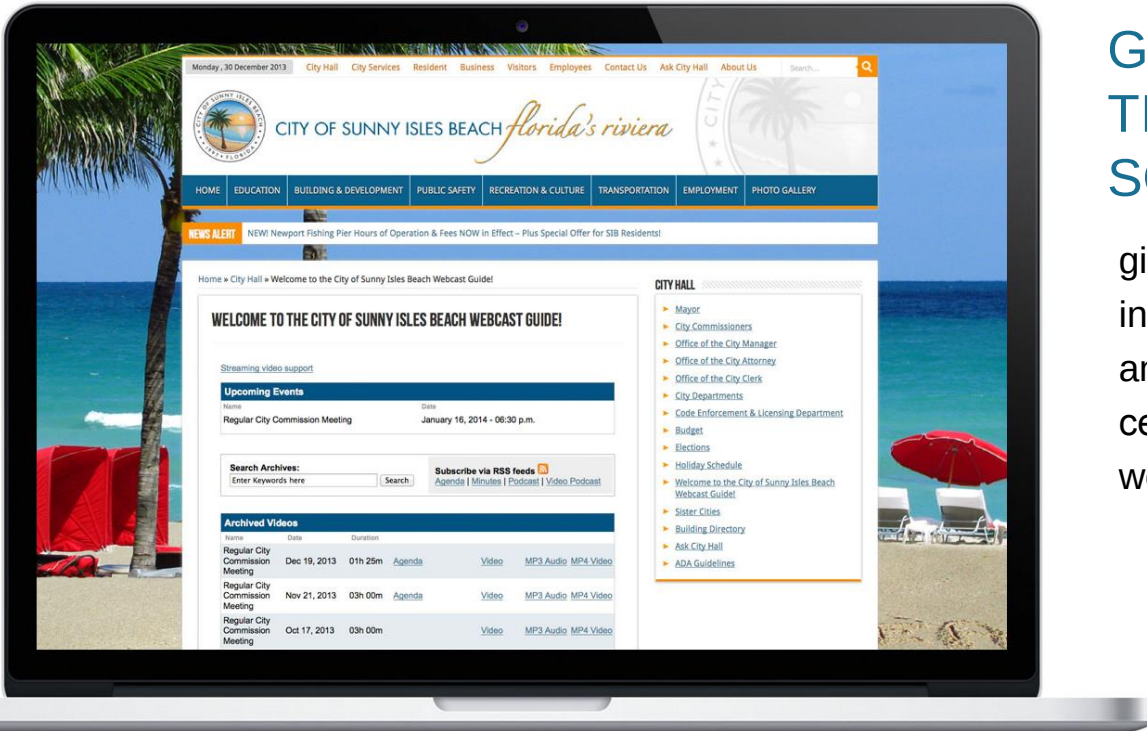
GOVERNMENT TRANSPARENCY

7.3.b

Attachment: Hyattsville and Granicus_Promotional Proposal

GOVERNMENT TRANSPARENCY SOLUTION

give government staff and citizens
instant access to all public meetings
and important records from a
centralized hub on the government's
website



Packet Pg. 129

November 11, 2013

10

GRANICUS ENCODING APPLIANCE - ANALOG

7.3.b

Preconfigured and delivered ready to stream

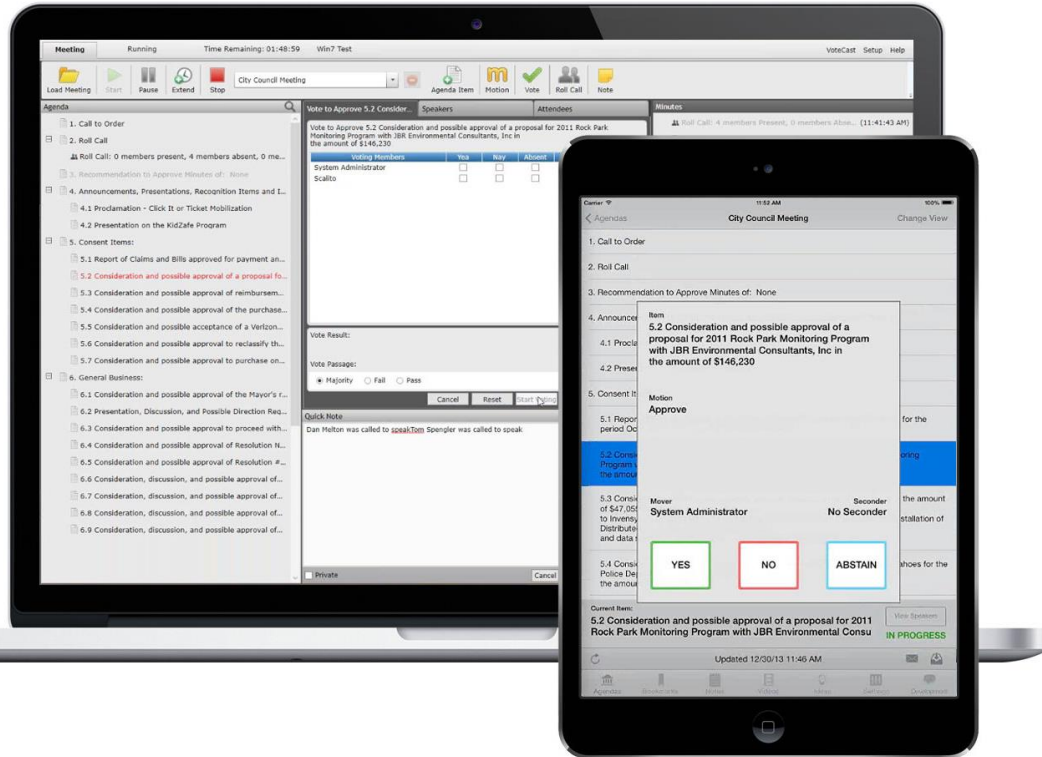


- 500 GB of local storage (approximately 1,000 hours of archive content)
- Facilitates internal streaming across your local area network (LAN)
- Remote proactive system monitoring guarantees faster response time
- H.264 video codec encoding
- HTML5 and Flash compatible streaming delivery

Attachment: Hyattsville and Granicus_Promotional Proposal

MEETING EFFICIENCY – MINUTE MAKING

7.3.b



GRANICUS MEETING EFFICIENCY SOLUTIONS

streamline and automate the public meeting process, bringing minutes creation into the digital age. Within a few keystrokes, staff is able to capture motions, votes and notes. These actions also assembles a powerful digital minutes record that links directly to meeting video in real time.

Attachment: Hyattsville and Granicus_Promotional Proposal

CITIZEN PARTICIPATION



GRANICUS CITIZEN PARTICIPATION SOLUTIONS

help government agencies take their civic engagement strategies to the next level by allowing them to meaningfully connect with residents through the use of a powerful range of tools and strategies to gather and track constructive feedback.



BOARDS & COMMISSIONS APP – Optional add on

THE GRANICUS BOARDS & COMMISSIONS APP

is an online tool for clerks and staff to easily manage government body appointments, vacancies and applications.



PROMOTIONAL PRICING

Solution	Initial Investment	Monthly Investment
Government Transparency w/ SDI Encoding Appliance (video streaming & hardware)	\$4,500.00	\$400.00
Meeting Efficiency (minute making)	\$2,500.00	\$300.00
Peak Agenda Management (agenda packet automation)	\$0.00	\$400.00
VoteCast for iLegislate w/ Public Display (Voting software w/ CPU for display)	\$2,690.00	\$200.00
Citizen Participation (SpeakUp and eComment)	\$0.00	\$300.00
Boards and Commissions (applicant, appointee, and board management software)	\$0.00	\$250.00
Granicus Project Total*:	\$9,690.00	\$1,850.00

ADDITIONAL PROMOTION:

If you sign on with Peak by Dec. 11, 2015, you'll be eligible for **33% off GT, ME, VC, CP, BC for the first year of the contract**
(this is an additional **savings of about \$478.50 per month** – therefore the first year of Monthly Investment fees will be \$1,372)



SpeakUpSM

Collect and prioritize community ideas

SpeakUpSM combines the power of social innovation and crowdsourcing with an online forum to help agencies prioritize projects and make the best decisions for their community. Citizens can vote on, comment on, and share other citizens' ideas, as well as their own.

Government organizations often struggle with sustaining productive citizen involvement. The old way of doing things – holding a meeting in the evening at a local government building – doesn't produce the results government agencies want today. In an effort to engage a broader audience and generate fresh ideas, governments are implementing online technology to make it easy for more members of their community to contribute. SpeakUp helps governments engage citizens beyond in-person meetings and discover what matters most.

By offering a convenient and more autonomous space to share ideas - a website dedicated to community idea sharing - organizations can capture input and create a collaborative environment between citizens and their government.

Productive citizen collaboration

- Clear and simple touch voting
- Collect open ideas for community improvement through an online portal
- Effortlessly prioritize ideas - citizen votes and comments indicate what's most important
- Contribute to the conversation and let your community know you're listening
- Reach a broader audience using a Facebook integration and widgets
- Implement a cloud-based social ideation platform in a matter of days
- Access community ideas, statistics, and demographics on an iPad

SpeakUpSM

Granicus' social ideation platform encourages positive collaboration and offers a meaningful way for residents to contribute online.

Benefits & Functionality

Collect new ideas from your community

Give residents a convenient way to suggest new ideas for community improvement through a website dedicated to social idea sharing. Posting an idea is easy and if similar ideas already exists, our system will automatically display those results.



Let your residents manage and prioritize ideas

Other residents, and even government staff, can prioritize ideas by voting, commenting, and sharing. Crowdsourcing helps you effortlessly discover and rank the most important ideas for your community, helping improve outcomes and build greater public trust.

Promote your site through social media and widgets

With our Facebook integration, extend your reach beyond your SpeakUp portal to connect with a broader audience. Take promotion to the next level by embedding widgets throughout your website and capture your audience's attention as they browse.



SpeakUpSM

Get focused answers on important topics

With forums and groups, post a topic and get feedback on a specific initiative. All responses are related to your subject, helping you focus citizen ideas on what's most important to the organization. For more specific ideas, survey users and quickly build analytics.

FEATURES FOR STAFF

- Acknowledge Ideas
- Create Public & Private Discussion Groups
- Create Forums
- Post Surveys
- Run Analytics & Export Results
- Additional Features**
 - Showcase an Idea, Forum, or Discussion
 - Single Sign-On
 - Multiple Language Support
 - Design Customizations
 - Widgets and API
 - Profanity Filter
 - iLegislate® Integration: Ideas Dashboard on the iPad

BENEFITS TO CITIZENS

- Create an Idea**
 - Auto-Search for Duplicate Ideas
 - Add Tags, Images, and Links to Supporting Resources
- Contribute to Other Ideas**
 - Vote for Ideas
 - Leave a Comment
 - Share Ideas to Social Networks
 - Subscribe to Ideas
- Sort Ideas**
- Additional Benefits**
 - Facebook® Integration
 - Leader Board

DEPENDENCY

Citizen Participation Suite



Boards & Commissions

Simplifying applications and appointments online

Did you know that the average clerk's office manages over 600 appointments across 50+ boards and commissions? That's a lot of records, applications, paper, and time. Boards & Commissions is an online tool for clerks and staff to easily manage government body appointments, vacancies, and applications.

For the first time, you can get an application designed specifically for meeting body appointment management. It goes beyond any other product with a deeper set of citizen application and appointment efficiency tools. The end result is significant time and cost savings for your staff and greater public awareness of the boards and commissions appointment process.



- Keep the public informed of active public bodies and membership online
- Allow community members to apply for boards through your website
- Create your own application forms
- Manage board rosters, appointments workflows, and vacancies
- Generate cost savings with a paperless strategy
- Syncs with other Granicus Legislative Management tools for easy administration

Boards & Commissions

Managing the entire citizen appointment process

Moving the board and commission application process online not only cleans up the clutter of paper, it automatically organizes all of the applications and makes them searchable and sortable. Boards & Commissions also provides numerous tools for all the phases of the citizen appointment process.

1. Public notice of vacancy

With the Boards & Commissions application, all vacancies are displayed online. Promote the need to fill the open spot on your website and through social media with buttons and links to apply online.

2. Collection of applications

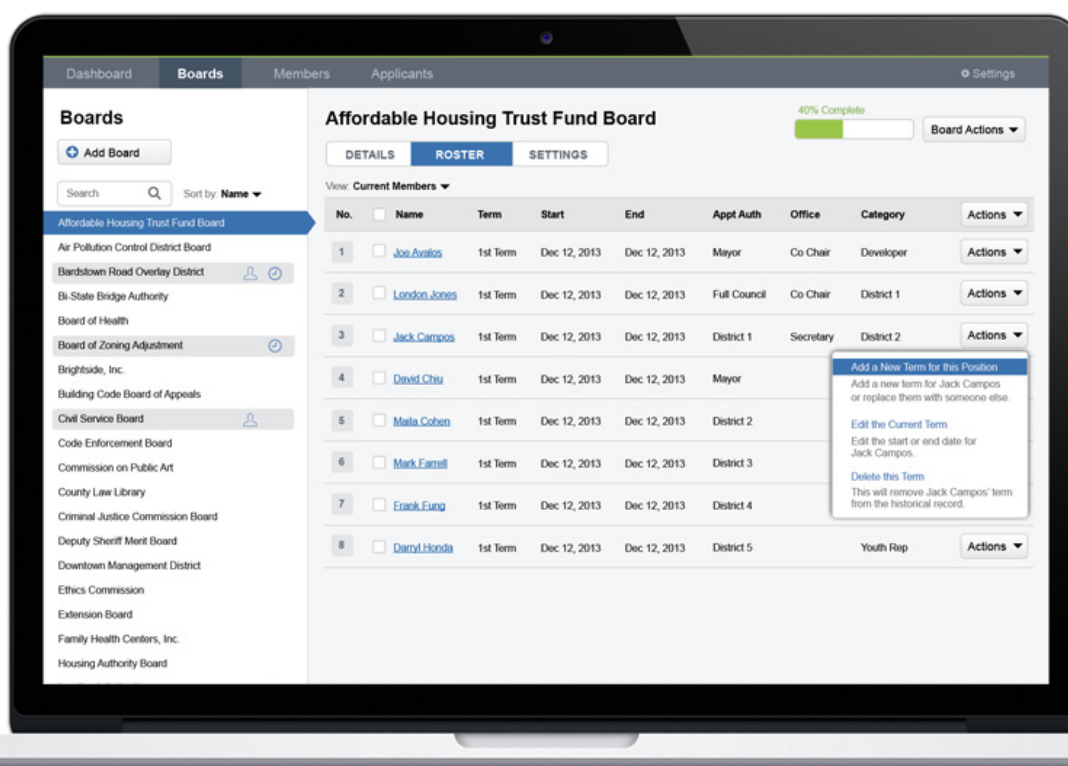
Use Boards & Commissions to build applications for vacancies. Applicants can apply online to multiple boards at anytime. Customize email templates to notify applicants of process statuses.

3. Qualifying & balancing candidates

While reviewing applications, check off important qualifiers such as residency or their oath of office. Search across all applications, filter by boards applied to, or demographics, such as ward, gender, ethnicity, or political leanings. View insightful graphs, searches, and filtering to quickly identify the best candidates.

4. Approving & appointing

Quickly find candidates, print out packets and send them to the approving body. Import agenda items into our Legislative Management Suite. Appointing members automatically sends out pre-identified packets such as orientation manuals or welcome letters.



Boards & Commissions

Feature List

- Online forms to apply for boards and commissions
- Public listing of board rosters, details and vacancies
- Custom form builder for citizen applications
- Board roster management dashboard & reporting
- Embedable buttons and widgets
- Citizen application search and filter tools
- Automated confirmation and notification emails with editable templates
- Integrates seamlessly with Granicus' Legislative Management toolset

Increasing public awareness of open positions online

When public board and commission rosters are available to see online, community members can find out the answers to simple questions, such as, 'What boards exist?', 'How can I get on that board?', or, 'Where can I find an open position so I can participate?'

This gives the public a better understanding of the inner workings of their community, and provides them with opportunities to participate.

Monitoring demographics and trends

The dashboard provides numerous ways to look at demographic makeups of boards, citizen applications, vacancy management, recruitment information, term tracking, and other statistics. The dashboard enables a more proactive workflow, visually representing real-time data of boards and commissions in one convenient location.





Consent Items: MOTION #176-12-15 Authorizing Application for AmeriCorps VISTA Sponsorship

SUBJECT: Authorizing Application for AmeriCorps VISTA Sponsorship

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #176-12-15

I move that the Mayor and Council authorize the Director of Community Services (and/or his designee) to prepare and submit an application to the Corporation for National and Community Services (CNCS) to sponsor an AmeriCorps VISTA Project. I further move that the application be defined to support digital inclusion and civic engagement of low-income and otherwise marginalized groups (social, linguistic, and/or cultural) in the City of Hyattsville.

BACKGROUND:

Please see attached motion submitted by Mayor Hollingsworth and memo from Director of Community Services Rollow. This item was discussed during the Council Meeting of November 16, 2015.

NEXT STEPS:

City staff will proceed with submission of the application and future implementation of the program.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Development of the application will require the staff time of the Director of Community Services (and/or his designee). Additional resources of the City Administrator and Director of Human Resources would be needed to integrate the VISTA into the City's functions provided our application is successful.

STRATEGIC GOALS

Goal: Goal 5 - Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community

FISCAL IMPACT:

\$3,000 - \$8,000 cost share, plus expenses related to a computer and other things needed to comfortably host the Vista.



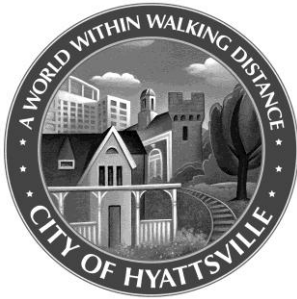
Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 12/7/2015 8:00 PM
Department: Clerk's Office
Prepared by: Laura Reams
Sponsors: Hollingsworth
DOC ID: (ID # 1357)

7.4

Consent Items: MOTION #176-12-15 Authorizing Application for AmeriCorps VISTA Sponsorship


Tracey Nicholson, City Administrator 12/2/2015



Council Agenda Form

MOTION #		DRAFT #
DATE SUBMITTED: August 31, 2015	DATE TO GO BEFORE COUNCIL: TBD	
SUBMITTED BY: Hollingsworth		
DEPARTMENT: Community Services		

TITLE OF MOTION: Authorizing Application for AmeriCorps VISTA Sponsorship – Digital Inclusion and Civic Engagement

RECOMMENDATION:

I move that the Mayor and Council authorize the Director of Community Services (and/or his designee) to prepare and submit an application to the Corporation for National and Community Services (CNCS) to sponsor an AmeriCorps VISTA Project. I further move that the application be defined to support digital inclusion and civic engagement of low-income and otherwise marginalized groups (social, linguistic, and/or cultural) in the City of Hyattsville.

BACKGROUND:

In recent years the City of Hyattsville has made considerable effort to expand its digital footprint while maintaining its investments in print media (primarily the Hyattsville Life & Times). We are frequently, however, reminded that more can be done to enhance our engagement with communities without access (or knowledge to access) digital resources. The VISTA will support the City's efforts to engage all populations in the City of Hyattsville in local government, particularly low-income and otherwise marginalized groups. The VISTA's work will include (though not be limited to) identifying partnerships to increase digital access, cultivating opportunities for training, providing advice to departments on effectively communicating with communities, and working directly with community members to engage them with the City of Hyattsville and its services.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Development of the application will require the staff time of the Director of Community Services (and/or his designee). Additional resources of the City Administrator and Director of Human Resources would be needed to integrate the VISTA into the City's functions provided our application is successful.

CITY ADMINISTRATOR / DEPARTMENT DIRECTOR COMMENT: (must be approved by City Administrator):

Tracey E. Nicholson, City Administrator

STRATEGIC GOALS AND ACTIONS:

- 1.1 Provide opportunities for resident participation in civic engagement.
- 2.5 Leverage funding and resource opportunities to support projects, programs and services consistent with City's adopted Vision, Mission, and Strategic Goals.
- 4.1 Provide exceptional customer service.
- 4.4 Solicit and support collaborative partnerships that enhance City services to broaden the range of resources and services provided to City residents.
- 5.1 Create opportunities for community stakeholder networking by developing diverse recreation

programs and events accessible and inclusive to all.

5.3 Promote City accomplishments, services, and events through appropriate media.

SUPPORTING DOCUMENTATION:

CURRENT YEAR BUDGET IMPACT: None. VISTAs are funded in full by CNCS. Cost-sharing with the host organization is optional.



Memo

To: Mayor Candace Hollingsworth
 From: Jake Rollow, Community Services Director
 Date: November 3, 2015
 Re: Americorps Vista

The paragraph below was submitted to Americorps Vista as a preliminary project outline pending Council approval. The project was devised based on the motion submitted by Mayor Hollingsworth and conversations with Americorps about the types of projects they fund.

The City of Hyattsville seeks an Americorps Vista to help build community engagement with our low-income, Spanish-speaking and marginalized communities. If approved, this work would be twofold. First, the Vista would work with the parent-liaisons at our local public schools, to coordinate parent academies to help newly arrived and needy families learn to navigate local systems of education, health, safety, government, immigration, and more. We have found that for many members of the community, schools are the only institution they trust, and the schools are eager to partner with us to provide support (they lack sufficient staff/resources to meet family needs). Second, from these academies, and other City activities and outreach, the Vista would build a digital network of engagement. This would then serve as the backbone of information sharing for the City, and would help to fill a communications/outreach void that further marginalizes our low-income community. The City would need a Vista that is bilingual - English and Spanish - with strong communications skills. The Vista would work with other bilingual staff at the City who have strong backgrounds in outreach, engagement, and communications, and who would provide mentorship and support.

The City would need to provide \$3,000-\$8,000 cost-share, as well as space, a computer, and other things needed to comfortably host the Vista. After the Vista's tenure with the City ends, the City would need to carry on the engagement network built by the Vista using existing staff, or through the hire of a full-time engagement coordinator.



Consent Items: MOTION #177-12-15 Hyattsville Resolution 2015-04, Age-Friendly Cities & Communities

SUBJECT: Hyattsville Resolution 2015-04, Age-Friendly Cities & Communities

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #177-12-15

I move that the Mayor & Council introduce and adopt Hyattsville Resolution 2015-04, a resolution in support of AARP Participation in the World Health Organization (WHO) Age-Friendly Cities and Communities Network. I further move that the Council authorize the Mayor to send a letter to AARP Maryland stating the City of Hyattsville's desire and intent to become a member of the Age-Friendly Cities and Communities Network.

BACKGROUND

Please see attached motion submitted by Mayor Hollingsworth and draft Resolution 2015-04 .

NEXT STEPS:

Upon approval, the Resolution will be signed and will accompany a letter signed by the Mayor to AARP Maryland stating the City of Hyattsville's desire and intent to become a member of the Age-Friendly Cities and Communities Network.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

n/a

STRATEGIC GOALS

Goal: Goal 5 - Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community

FISCAL IMPACT:

None



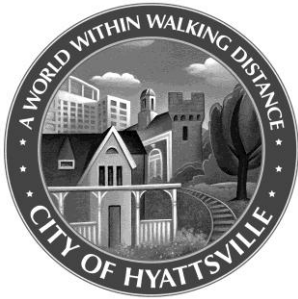
Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 12/7/2015 8:00 PM
Department: Clerk's Office
Prepared by: Laura Reams
Sponsors: Hollingsworth
DOC ID: (ID # 1358)

7.5

Consent Items: MOTION #177-12-15 Hyattsville Resolution 2015-04, Age-Friendly Cities & Communities


Tracey Nicholson, City Administrator 12/3/2015



Council Agenda Form

MOTION # 177-12-15		DRAFT #
DATE SUBMITTED: August 31, 2015	DATE TO GO BEFORE COUNCIL: 11/16/2015 (Discussion), 12/7/15 (Consent)	
SUBMITTED BY: Hollingsworth		
DEPARTMENT: Community Services, Legislative		

TITLE OF MOTION: Participation in AARP Maryland and World Health Organization (WHO) Age-Friendly Cities and Communities Network

RECOMMENDATION:

I move that the Mayor and Council authorize the Mayor to send a letter to AARP Maryland stating the City of Hyattsville's desire and intent to become a member of the Age-Friendly Cities and Communities Network.

BACKGROUND:

AARP Maryland has a bevy of resources (including technical assistance) available to assist cities and towns in becoming age-friendly communities. In order to regularly access these resources, cities are encouraged to join AARP's network of Age-Friendly Communities, which works to enhance the health and quality of life of older adults along the following eight (8) domains.

1. Outdoor Spaces and Buildings
2. Transportation
3. Housing
4. Social Participation
5. Respect and Social Inclusion
6. Civic Participation and Employment
7. Communication and Information
8. Community Support and Health Services

This letter is intended to set in motion a series of communications and actions required to build the City's capacity to understand, support, and/or serve the needs of older adults.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

The ensuing communications and activities will be led by the Director of Community Services and/or his designees as appropriate. A suitable work plan will be developed reflecting staff capacity and tangible outcomes.

CITY ADMINISTRATOR / DEPARTMENT DIRECTOR COMMENT: (must be approved by City Administrator):

Tracey E. Nicholson, City Administrator

STRATEGIC GOALS AND ACTIONS:

- 1.1 Provide opportunities for resident participation in civic engagement.
- 2.5 Leverage funding and resource opportunities to support projects, programs, and services consistent with City's adopted Vision, Mission, and Strategic Goals.

Goal 3: Promote a Safe and Vibrant Community

Goal 5: Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community

SUPPORTING DOCUMENTATION:

CURRENT YEAR BUDGET IMPACT: The letter of intent has \$0 impact on the current budget year. Any additional investments to fulfill defined project goals will be presented by the Director of Community Services during the annual budget process.

HYATTSVILLE RESOLUTION 2015-04

A Resolution of AARP Participation in the World Health Organization (WHO) Age-Friendly Cities and Communities Network

WHEREAS, the City of Hyattsville had in 2010 a population that was 7% age 65 and older, which the City seeks to support; and

WHEREAS, active aging is a life-long process, whereby an age-friendly community is not just “elder-friendly” but also intended to be friendly for all ages; and

WHEREAS, the World Health Organization (WHO) has developed a Global Network of Age-Friendly Cities and Communities to encourage and promote public policies to increase the number of cities and communities that support healthy aging and thereby improve the health, well-being, satisfaction, and quality of life for older Americans; and

WHEREAS, the WHO has developed eight domains of community life that influence the health and quality of life of older people:

1. **Outdoor Spaces and Buildings** – Accessibility to and availability of clean, safe community centers, parks, and other recreational facilities;
2. **Transportation** – Safe and affordable modes of private and public transportation, “Complete Streets” types of initiatives, hospitable built environments;
3. **Housing** – Wide range of housing options for older residents, aging in place and other home modification programs, housing that is accessible to transportation and community and health services;
4. **Social Participation** – Access to leisure and cultural activities; opportunities for older residents to participate in social and civic engagement with their peers and younger people;
5. **Respect and Social Inclusion** – Programs to support and promote ethnic and cultural diversity, programs to encourage multigenerational interaction and dialogue, programs to combat loneliness and isolation among older residents;
6. **Civic Participation and Employment** – Promotion of paid work and volunteer opportunities for older residents; opportunities for older residents to engage in formulation of policies relevant to their lives;
7. **Communication and Information** – Promotion of and access to the use of technology to keep older residents connected to their community and friends and family, both near and far; and
8. **Community Support and Health Services** – Access to homecare services, clinics, programs to promote active aging (physical exercise and healthy habits); and

NOW, THEREFORE BE IT RESOLVED THAT, the City of Hyattsville seeks to participate in the WHO Age-Friendly Cities and Communities Network and implement public policies, initiatives and opportunities to supporting safe, healthy and enjoyable aging in our community.

READ AND PASSED THIS 7th day of December, 2015.

BY ORDER: Mayor Candace B. Hollingsworth, I hereby certify that Resolution Number 2015-04 is true and correct and duly adopted by the City Council of Hyattsville.

ATTEST/WITNESS:

City of Hyattsville



Consent Items: MOTION #178-12-15 Repair of Heurich Park Playground

SUBJECT: Repair of Heurich Park Playground

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #178-12-15

I move that the Mayor & Council approve the repairs to the Heurich Park Playground, and award the contract to Custom Park Services, costs not to exceed \$23,000.00.

BACKGROUND:

The Heurich Park Playground was damaged by a vehicle accident in August of this year. The playground was stabilized so as not to pose a hazard to users, but the final repairs have yet to be completed. We conducted an exhaustive search to find a company that had the correct parts and experience to repair the playground. Staff recommends Custom Park Services, Incorporated to install the replacement equipment and repair the rubber playground surface. They had the best value/price and included repairs to the surface material. Additionally, they did an excellent job with repairs at Heurich Park in May of last year.

NEXT STEPS:

Schedule the playground repairs in the spring.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Oversight of contractor repairing the playground.

STRATEGIC GOALS

Goal: Goal 3 - Promote a Safe and Vibrant Community

FISCAL IMPACT:

The cost of the repairs to Heurich Park Playground will be expensed out of the operating budget and then reimbursed by an insurance claim,



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting:12/7/2015 8:00 PM

Department: Public Works

Prepared by: Lesley Riddle

Sponsors: At the Request of the City Administrator

DOC ID: (ID # 1352)

7.6

Consent Items: MOTION #178-12-15 Repair of Heurich Park Playground


Tracey Nicholson, City Administrator 12/3/2015



Action Items: MOTION #179-12-15 Review of City Sidewalk Policy

SUBJECT: Review of City Sidewalk Policy

SECTION: Action Items

RECOMMENDED ACTION:

Motion #179-12-15

I move that the Mayor & Council approve the revision to the existing sidewalk policy that was originally approved in 2006.

BACKGROUND:

During the November, 2, 2015 Council Meeting, the staff recommended that the City revise the 2006 Sidewalk Policy to clarify requirements for sidewalk installation, procedures for requesting an exception and correct areas that were ambiguous or inconsistent. The recommended policy is attached. The salient points are outlined below.

- Sidewalk installation will remain a requirement for all new road, street and sidewalk repair/renovation in the City of Hyattsville. However, the policy provides guidance for staff analysis, resident input, criteria and exemptions.
- Sidewalk installation while required, will be recommended for installation if supported by some combination of factors such as City road classifications, street network, staff analysis, construction and geometry. The staff analysis will consider the impact of sidewalk installation on traffic, street location (interior/external), stormwater mitigation, tree health, canopy cover, neighborhood aesthetics, walkability, bikeability, safety, and other environmental factors deemed important to the decision making process.
- The requirement for sidewalks must be consistent with federal, state and county laws and be ADA compliant.
- The policy contains guidance for when sidewalks can be removed (hazards etc).
- The policy clarifies the process for opting out (petition process). It currently states that if more than 50% (majority) of property owners want to request an exception to sidewalk installation, they must submit a petition during the design phase (specific timelines will be dependent upon project and communicated to residents). Petitions will be reviewed and forwarded to Council for discussion and final decision.
- The detailed petition process with time frames is included in the policy.

NEXT STEPS:



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 12/7/2015 8:00 PM
Department: Public Works
Prepared by: Lesley Riddle
Sponsors: At the Request of the City Administrator
DOC ID: (ID # 1351)

8.1

Action Items: MOTION #179-12-15 Review of City Sidewalk Policy

Upon legal review, publish the new policy

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Adhere to the new policy guidelines.

STRATEGIC GOALS

Goal: Goal 1 - Ensure Transparent and Accessible Governance

FISCAL IMPACT:

None


Tracey Nicholson, City Administrator 12/3/2015

City of Hyattsville Sidewalk Policy

Policies and Procedures Regarding Installation or Reconstruction of Sidewalks

Hyattsville takes pride in the fact that you can walk anywhere within our three-mile, energy efficient City. While we have great transit options for getting around town and into Washington, D.C., the goal of this Sidewalk Policy is to create a standard by which the necessary infrastructure can be designed to ensure that all pedestrians, bicycles, and vehicles can traverse the City safely and efficiently.

1. The policy of the City of Hyattsville is that continuous pedestrian sidewalks are important public infrastructure and that sidewalks should ordinarily be installed and maintained on one side of every block of every City-owned and maintained street (two sides where existing).
2. Except as specifically authorized by the Mayor and Council, or spelled out in this policy, all new construction and reconstruction of City-owned and maintained sidewalks shall be paid for by general revenues and not by special assessment of adjacent property owners, except for where outlined in section 9, subsection d.
3. The classification of the road, as outlined in the Road Classification Policy, shall determine whether a particular street segment will receive a sidewalk and will provide a standard detail showing the cross section of the road and sidewalk(s).
4. New and reconstructed sidewalks shall be fully compliant with Americans with Disabilities Act (ADA) regulations and other applicable state and federal requirements.
5. The City shall endeavor to remove or minimize obstacles within new or existing sidewalks to the extent possible without incurring significant additional costs.
6. The City shall make every reasonable effort to find creative solutions to problem areas before deciding to forgo installation of a sidewalk.
7. The City may decide to forego installation of sidewalk in a particular location based on, but not limited to, the following criteria;
 - a. There is insufficient existing public right of way or easement available for installation of a sidewalk and it is not feasible to either voluntarily acquire the necessary easement or to incorporate part of the existing roadway for the sidewalk;
 - b. The block(s) are not on a through street;
 - c. Construction of a sidewalk would present inordinate engineering challenges or costs;
 - d. Construction of a sidewalk would entail the loss of significant existing tree canopy;
 - e. Construction of a sidewalk would impact stormwater management;
 - f. Construction of a sidewalk would impact the placement and/or construction of a hiker/biker trail;
 - g. Construction of a sidewalk is challenged by petition, and the Council accepts and approves of said petition. A majority of the title-holders of properties on the block(s) attest by their signatures on a petition to be received by the City Clerk by the time of the public

meeting that they are opposed to the installation of sidewalk on their block. The process for petition is outlined below.

8. The width of sidewalks will be determined by the appropriate standard detail for the classification of the road accommodate the proper standard road geometry for the classification given per the Road Classification Policy.
9. In blocks where sidewalks are present on both sides of the street, a sidewalk may be removed by the City. Reasons for removal may include, but are not limited to the following; in order to improve safety, improve stormwater management, to meet minimum guidelines as may be required by local, state, and/or federal requirements, to install a bike lane/trail, if it is determined to be appropriate based on engineering judgement or study, if there is a petition by the residents.
10. Sidewalks may be removed by the Director of Public Works for reasons that include, but may not be limited to, whether they no longer serve a service to the city, are beyond repair, are impeding stormwater management, no longer fit the road geometry, or it is determined that it is appropriate to remove them based on engineering judgement or study.
11. Snow removal in excess of 1 inch on newly installed sidewalks on residential blocks exceeding 150 linear feet of new sidewalks shall be maintained by the City for 2 winters or 18 months from completion of construction, whichever occurs first. After this time, responsibility for snow removal will be as outlined in the City Code and Charter.
12. All other care and maintenance will be as outlined in the City Code and Charter beginning immediately after the sidewalk project is complete and accepted by the City.

The following procedure will be followed for sidewalk construction or reconstruction under this policy. This procedure includes the process by which residents may petition for changes to the particular sidewalk plan.

1. Public notice of proposed sidewalk work shall be given a minimum of 120 calendar days before work is scheduled to begin.
2. A public meeting for the solicitation of comments shall be held at least 90 calendar days before work is scheduled to begin, with at least 14 calendar days public notice.
3. A petition, either for sidewalks that exceed the standard or in opposition of sidewalk installation, must state the reason for the petition and contain the signatures of a simple majority of property title holders of the affected street, and must be submitted to the City Clerk by 5pm one business day before the public meeting.
4. The petition will be discussed at the public meeting to attempt to come to a solution.
5. If the petitioners wish to proceed after the public meeting, the petition will be forwarded to the City Council for consideration.
6. A minimum of 30 days before work is scheduled to begin, the City Council shall take action on the petitions. If the Council does not act on the petition before the 30th calendar day prior to work commencing, the petition will be considered not accepted by the City Council and the work will continue as previously approved.



Action Items: MOTION #180-12-2015 Hyattsville Ordinance 2015-03 (First Reading)

SUBJECT: Hyattsville Ordinance 2015-03 (First Reading)

SECTION: Action Items

RECOMMENDED ACTION:

Motion #180-12-2015

I move that the Mayor and Council introduce & adopt Hyattsville Ordinance 2015-03, an ordinance whereby the City Council deems for certain impervious surfaces existing and permitted prior to 2004 are deemed legal and clarifies where permits for paved surfaces may be obtained (FIRST READING).

BACKGROUND:

As discussed with the City Council on November 2, 2015, the purpose of this item which affirms that certain impervious surfaces existing and permitted prior to 2004 are deemed legal and clarifies where permits for paved surfaces may be obtained and that the permit be secured from the Department of Public Works. The ordinance has been updated, based on the November 2nd discussion with the City Council, to specify that the addition of gravel to an existing permitted gravel driveway, over the existing gravel footprint, will be considered as maintenance and will not require a permit. Staff has also confirmed with the City Attorney that language in Section 68-9 allows a property owner to perform regular maintenance to their existing driveway without a permit.

A memorandum providing additional details is attached to this item.

NEXT STEPS:

The second reading of this ordinance is scheduled for December 21, 2015.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

No additional staff resources are required, as the revision to the ordinance is intended to reflect existing City operations.

STRATEGIC GOALS

Goal: Goal 4 - Foster Excellence in All City Operations

FISCAL IMPACT:

None



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 12/7/2015 8:00 PM
Department: Community & Econ Dev
Prepared by: Jim Chandler
Sponsors: At the Request of the City Administrator
DOC ID: (ID # 1359)

8.2

Action Items: MOTION #180-12-2015 Hyattsville Ordinance 2015-03 (First Reading)


Tracey Nicholson, City Administrator 12/3/2015



Memo

To: Mayor and Council
Tracey Nicholson, City Administrator

From: Jim Chandler, Assistant CA, Director, Community & Economic Development

CC: Lesley Riddle, Director, Public Works
Douglas K. Holland, Chief of Police
Chris Giunta, Manager, Code & Parking Compliance

Date: October 28, 2015

Re: Proposed Revisions to Chapters 114, 68 and 105

Summary

The purpose of this memorandum is to detail requested revisions to the following Chapters of the City Code:

- Chapter 114: Amends the parking restrictions to so that no parking is allowed close to driveway apron;
- Chapter 105: Clarifies that permits for driveways are governed by Chapter 68 as well as Chapter 105;
- Chapter 68: Affirms that certain impervious surfaces existing and permitted prior to 2004 are deemed legal and clarifies where permits for paved surfaces may be obtained.

Background Details

Chapter 114: Amends the parking restrictions to so that no parking is allowed close to driveway apron;

The City Code does not include a specified distance by which a vehicle may park from a driveway apron. Over the past several years, the City has received requested calls for service from both the Police Department and Office of Code Compliance for vehicles obstructing residential

driveway aprons. The language included in this section is vague, leaving it to the discretion of staff to determine whether or not the vehicle in question is in fact obstructing the apron. Staff is recommending the City Council consider revisions to Chapter 114 for the purpose of establishing a standard distance apron distance of 3’.

Chapter 105: Clarifies that permits for driveways are governed by Chapter 68 as well as Chapter 105;

The purpose of this administrative amendment is for Chapter 105 to cross reference the applicable Chapter 68 of the City Code regarding driveway permit requirements.

Chapter 68: Affirms that certain impervious surfaces existing and permitted prior to 2004 are deemed legal and clarifies where permits for paved surfaces may be obtained.

The purpose of this amendment is to eliminate existing language that provides a set date of April 1, 2009 for existing non-conforming to retrofit driveways in order to meet the design standards of impervious surfaces defined in Chapter 68-8. The revision also provides a cross reference to Chapter 105 regarding the securing of a driveway permit.

Code Advisory Committee

On April 9, 2015, the Code Advisory Committee reviewed the recommended revisions to the respective Chapters and adopted the following comments and recommendations:

*Article III, Paved Surfaces, 68-8. The Committee previously voted to suggest inserting the following language at the end of 68-8, C. **Adding gravel to an existing gravel driveway, over the existing gravel footprint, will be considered maintenance and will not require a permit.** In regards to 68-9 D, make change from permitting by Code to permitting by DPW consistent by replacing Code Compliance with Department of Public Works. DPW has actually been doing the permitting for some period of time. It is also suggested that staff clarify which department handles exceptions as referenced in 68-8, D., E. & F.*

114-16, J General restriction [parking near driveway aprons]. The measurement used should be three feet from a driveway apron. When this first came before the Committee there was a lot of discussion about people parking across their own driveway or allowing others to do so. Parking enforcement has license plate readers which would identify a resident’s address. Any guests could play musical cars, so that the owner’s vehicle would be across the drive. All suggested that enforcement should be worked out civilly.

105-37. Permit required. [curb cuts, driveways connecting to streets] Approved as submitted.

Recommendation

Staff is recommending that the City Council adopt each of the recommended ordinances as presented.

DRAFT

December 3, 2015

**CITY OF HYATTSVILLE
ORDINANCE 2015-03**

An Ordinance whereby the City Council deems for certain impervious surfaces existing and permitted prior to 2004 are deemed legal and clarifies where permits for paved surfaces may be obtained.

WHEREAS, Maryland Annotated Code, The Local Government Article, Section 5-202 grants to municipal corporations of the State of Maryland, including the City of Hyattsville, the power to protect the health, comfort and convenience of their citizens; and

WHEREAS, the Mayor and City Council deem it in the best interest of its citizens to clarify for citizens legal uses and permitting for impervious surfaces.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Hyattsville in regular session assembled that Section 68-8 of the Hyattsville Code is hereby amended to read as follows:

ARTICLE III

Paved Surfaces

§68-8. Impervious surfaces on residential properties. [Amended 3-15-04 by HO-2004-04, Amended 5-3-05 by HO-2005-06]

A. Notwithstanding the Prince George's County Code provisions relating to impervious surface coverage, the impervious surface area of the front yard of any residential property in the City of Hyattsville shall not exceed twenty-five percent (25%) of the total area of the front yard.

B. Definitions.

(1) "front yard" shall mean in addition to the definition in this Chapter, that for buildings on corner lots where the building faces an intersection rather than either of the streets, the front yard shall be the triangular area between the paved streets and a line drawn across that side of the building nearest the street and facing the intersection.

(2) "impervious surface" shall include, but not be limited to, concrete, asphalt, pavers, brick, and gravel, and all paved and prepared drivable surfaces pursuant to §114-72.1 of this Code. Non-drivable surfaces, including a sidewalk no wider than 42", shall not be counted as impervious surface for purposes of this subsection.

C. Any properly permitted impervious surface coverage existing on April 1, 2004 that does not comply with the restrictions contained in this section shall be deemed a legal nonconforming use ~~until April 1, 2009 and may be repaired.~~ Any replacement of the impervious surface shall conform to the requirements of this section. Replacement means any work on at least fifty percent (50%) of the impervious surface for any reason. ~~However, after April 1, 2009 all such legal non-conformance uses must cease and be in compliance with this chapter.~~

Attachment: Sections 68-8 and 68-9 (1359 : Hyattsville Ordinance 2015-03 (First Reading))

§68-9. Paving and driveway permit. [Amended 3-15-04 by HO-2004-04, Amended 5-3-05 by HO-2005-06]

A. No person may install, widen, extend, or enlarge, or allow to remain in place any impervious surface, including gravel, in the front yard of residential property in the City of Hyattsville without first obtaining a paving and driveway permit **PURSUANT TO THIS SECTION AND TO SECTION 105-37 OF THIS CODE** from the ~~Code Compliance~~ **DEPARTMENT OF PUBLIC WORKS**. Further it shall be unlawful to allow to remain in place any impervious surface not in conformity with this Code. **IT SHALL BE THE POLICY OF THE CITY THAT THE ADDITION OF GRAVEL SIMILAR TO THE EXISTING GRAVEL OVER THE EXISTING GRAVEL FOOT PRINT SHALL BE CONSIDERED MAINTENANCE AND SHALL NOT REQUIRE A PERMIT.**

B. The application for a permit shall contain all information relevant and necessary to determine whether the permit may be issued, including, but not limited to:

- (1) the applicant's full name, current address, telephone number and proof of identity and the name, address and telephone number of the property owner, if not the same as that of the applicant;
- (2) a full description of the proposed installation, including the material to be installed, the amount of the material that will be installed, the square footage of the area to be covered, and the specific location on the property of the proposed installation; and
- (3) a site plan or other plan or plat acceptable to the Director of the Department of Public Works drawn to scale reflecting the location of all structures on the property, any and all existing impervious surfaces, the total square footage of all impervious surfaces currently located on the property, the total area of the lot or property in question and the zoning of the property.

C. At the time of filing a paving permit application, the applicant shall pay a permit fee of fifty dollars (\$50.00). The permit fee shall accompany the application. A late fee of twenty-five dollars (\$25.00) shall be assessed for failing to apply for the permit prior to beginning work.

D. Code Compliance shall be responsible for issuing permits or exceptions under this article. The application for a permit may be denied, granted or granted with reasonably necessary conditions. The applicant may appeal the denial of a permit or a special exception to the City Administrator or his/her designee pursuant to §69-7 of this code.

E. The Head of Code Enforcement or his/her designee may grant an exception to the restriction contained in section 68-8(A) above, when an applicant can prove to the Director's satisfaction:

- (1) that the applicant must exceed the impervious surface coverage limitation in order to install such surface for medical reasons (*i.e.*, To construct a ramp to access a house or provide parking for a handicapped person who resides at the property); or
- (2) that the applicant cannot otherwise provide for any off-street parking on their property.

F. Code Compliance may only grant an exception for the minimum amount necessary and may impose reasonably necessary conditions. In no event shall an exception allow the impervious surface area in the front yard of a residential property to exceed a total of fifty percent (50%) of the total area of the front yard or violate any county, state or federal law as to impervious surfaces

AND BE IT FURTHER ORDAINED that if any provision of this Ordinance or the application thereof to any person or circumstance is held invalid for any reason, such invalidity shall not affect the other provisions or any other applications of the Ordinance which can be given effect without the invalid provision or applications, and to this end, all the provisions of this Ordinance are hereby declared to be severable;

AND BE IT FURTHER ORDAINED that this Ordinance shall take effect twenty (20) days from the date of its adoption;

AND BE IT FURTHER ORDAINED that a fair summary of this ordinance shall forthwith be published twice in a newspaper having general circulation in the City and otherwise be made available to the public.

INTRODUCED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on _____, 201 .

ADOPTED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on _____, 201 .

Adopted: _____

Attest: _____
 _____ Mayor

[-] indicate deletions

CAPS/**BOLD** indicate additions

Asterisks * * * Indicate matter retained in existing law but omitted herein



Action Items: MOTION #181-12-2015 Hyattsville Ordinance 2015-04 (First Reading)

SUBJECT: Hyattsville Ordinance 2015-04 (First Reading)

SECTION: Action Items

RECOMMENDED ACTION:

Motion #181-12-2015

I move that the Mayor & Council introduce & adopt Hyattsville Ordinance 2015-04, whereby the City Council clarifies that permits for driveways are governed by Chapter 68 as well as Chapter 105. (FIRST READING)

BACKGROUND:

As discussed with the City Council on November 2, 2015, the purpose of this item is to clarify, through the cross referencing of Sections, that permits for driveways are governed by Chapter 68 as well as Chapter 105. A memorandum providing additional details is attached to this item.

NEXT STEPS:

The second reading of this ordinance is scheduled for December 21, 2015.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

No additional staff resources are required, as the revision to the ordinance is intended to reflect existing City operations.

STRATEGIC GOALS

Goal: Goal 4 - Foster Excellence in All City Operations

FISCAL IMPACT:

None


Tracey Nicholson, City Administrator 12/3/2015



Memo

To: Mayor and Council
Tracey Nicholson, City Administrator

From: Jim Chandler, Assistant CA, Director, Community & Economic Development

CC: Lesley Riddle, Director, Public Works
Douglas K. Holland, Chief of Police
Chris Giunta, Manager, Code & Parking Compliance

Date: October 28, 2015

Re: Proposed Revisions to Chapters 114, 68 and 105

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The purpose of this administrative amendment is for Chapter 105 to cross reference the applicable Chapter 68 of the City Code regarding driveway permit requirements.

Chapter 68: Affirms that certain impervious surfaces existing and permitted prior to 2004 are deemed legal and clarifies where permits for paved surfaces may be obtained.

The purpose of this amendment is to eliminate existing language that provides a set date of April 1, 2009 for existing non-conforming to retrofit driveways in order to meet the design standards of impervious surfaces defined in Chapter 68-8. The revision also provides a cross reference to Chapter 105 regarding the securing of a driveway permit.

Code Advisory Committee

On April 9, 2015, the Code Advisory Committee reviewed the recommended revisions to the respective Chapters and adopted the following comments and recommendations:

*Article III, Paved Surfaces, 68-8. The Committee previously voted to suggest inserting the following language at the end of 68-8, C. **Adding gravel to an existing gravel driveway, over the existing gravel footprint, will be considered maintenance and will not require a permit.** In regards to 68-9 D, make change from permitting by Code to permitting by DPW consistent by replacing Code Compliance with Department of Public Works. DPW has actually been doing the permitting for some period of time. It is also suggested that staff clarify which department handles exceptions as referenced in 68-8, D., E. & F.*

114-16, J General restriction [parking near driveway aprons]. The measurement used should be three feet from a driveway apron. When this first came before the Committee there was a lot of discussion about people parking across their own driveway or allowing others to do so. Parking enforcement has license plate readers which would identify a resident’s address. Any guests could play musical cars, so that the owner’s vehicle would be across the drive. All suggested that enforcement should be worked out civilly.

105-37. Permit required. [curb cuts, driveways connecting to streets] Approved as submitted.

Recommendation

Staff is recommending that the City Council adopt each of the recommended ordinances as presented.

DRAFT

December 3, 2015

**CITY OF HYATTSVILLE
ORDINANCE 2015-04**

**An Ordinance whereby the City Council clarifies that permits for driveways
are governed by Chapter 68 as well as Chapter 105.**

WHEREAS, Maryland Annotated Code, The Local Government Article, Section 5-202 grants to municipal corporations of the State of Maryland, including the City of Hyattsville, the power to protect the health, comfort and convenience of their citizens; and

WHEREAS, the Mayor and City Council deem it in the best interest of its citizens to make sure the City Code provisions are internally consistent.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Hyattsville in regular session assembled that Section 105-37 of the Hyattsville Code is hereby amended to read as follows:

§ 105-37. Permit required.

No person shall cut or cause to be cut any curb for a private or public driveway connecting with any of the public streets of the City or construction or cause to be constructed any private or public driveway connecting with any of the public streets of the City, or both cut such curb and construct such driveway, without a duly authorized permit issued by the Director of the Department of Public Works. **(NOTE: SEE ALSO SECTIONS 68-8 AND 9).**

AND BE IT FURTHER ORDAINED that if any provision of this Ordinance or the application thereof to any person or circumstance is held invalid for any reason, such invalidity shall not affect the other provisions or any other applications of the Ordinance which can be given effect without the invalid provision or applications, and to this end, all the provisions of this Ordinance are hereby declared to be severable;

AND BE IT FURTHER ORDAINED that this Ordinance shall take effect twenty (20) days from the date of its adoption;

AND BE IT FURTHER ORDAINED that a fair summary of this ordinance shall forthwith be published twice in a newspaper having general circulation in the City and otherwise be made available to the public.

INTRODUCED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on _____, 2014.

ADOPTED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on _____, 2014.

Attachment: Section 105-37 (1360 : Hyattsville Ordinance 2015-04 (First Reading))

Adopted: _____

Attest: _____
Mayor _____

[] indicate deletions

CAPS/**BOLD** indicate additions

Asterisks * * * Indicate matter retained in existing law but omitted herein



Action Items: MOTION #182-12-15 Hyattsville Ordinance 2015-05 (First Reading)

SUBJECT: Hyattsville Ordinance 2015-05 (First Reading)

SECTION: Action Items

RECOMMENDED ACTION:

Motion #182-12-15

I move that the Mayor & Council introduce & adopt Hyattsville Ordinance 2015-05, whereby the City Council amends parking restrictions so that no parking is allowed close to driveway aprons (FIRST READING).

BACKGROUND:

The City Code does not include a specified distance by which a vehicle may park from a driveway apron. Over the past several years, the City has received requested calls for service from both the Police Department and Office of Code Compliance for vehicles obstructing residential driveway aprons. The language included in this section is vague, leaving it to the discretion of staff to determine whether or not the vehicle in question is in fact obstructing the apron. Staff is recommending the City Council adopt revisions to Chapter 114 for the purpose of establishing a standard distance apron distance of 3'.

NEXT STEPS:

The second reading of this ordinance is scheduled for December 21, 2015.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

The proposed ordinance establishes a set distance and City staff will continue to operate on a complaint basis for violations involving the impeding and/or blocking of driveway aprons.

STRATEGIC GOALS

Goal: Goal 4 - Foster Excellence in All City Operations

FISCAL IMPACT:

None



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 12/7/2015 8:00 PM
Department: Community & Econ Dev
Prepared by: Jim Chandler
Sponsors: At the Request of the City Administrator
DOC ID: (ID # 1362)

8.4

Action Items: MOTION #182-12-15 Hyattsville Ordinance 2015-05 (First Reading)


Tracey Nicholson, City Administrator 12/3/2015



Memo

To: Mayor and Council
Tracey Nicholson, City Administrator

From: Jim Chandler, Assistant CA, Director, Community & Economic Development

CC: Lesley Riddle, Director, Public Works
Douglas K. Holland, Chief of Police
Chris Giunta, Manager, Code & Parking Compliance

Date: October 28, 2015

Re: Proposed Revisions to Chapters 114, 68 and 105

Summary

The purpose of this memorandum is to detail requested revisions to the following Chapters of the City Code:

- Chapter 114: Amends the parking restrictions to so that no parking is allowed close to driveway apron;
- Chapter 105: Clarifies that permits for driveways are governed by Chapter 68 as well as Chapter 105;
- Chapter 68: Affirms that certain impervious surfaces existing and permitted prior to 2004 are deemed legal and clarifies where permits for paved surfaces may be obtained.

Background Details

Chapter 114: Amends the parking restrictions to so that no parking is allowed close to driveway apron;

The City Code does not include a specified distance by which a vehicle may park from a driveway apron. Over the past several years, the City has received requested calls for service from both the Police Department and Office of Code Compliance for vehicles obstructing residential

driveway aprons. The language included in this section is vague, leaving it to the discretion of staff to determine whether or not the vehicle in question is in fact obstructing the apron. Staff is recommending the City Council consider revisions to Chapter 114 for the purpose of establishing a standard distance apron distance of 3’.

Chapter 105: Clarifies that permits for driveways are governed by Chapter 68 as well as Chapter 105;

The purpose of this administrative amendment is for Chapter 105 to cross reference the applicable Chapter 68 of the City Code regarding driveway permit requirements.

Chapter 68: Affirms that certain impervious surfaces existing and permitted prior to 2004 are deemed legal and clarifies where permits for paved surfaces may be obtained.

The purpose of this amendment is to eliminate existing language that provides a set date of April 1, 2009 for existing non-conforming to retrofit driveways in order to meet the design standards of impervious surfaces defined in Chapter 68-8. The revision also provides a cross reference to Chapter 105 regarding the securing of a driveway permit.

Code Advisory Committee

On April 9, 2015, the Code Advisory Committee reviewed the recommended revisions to the respective Chapters and adopted the following comments and recommendations:

*Article III, Paved Surfaces, 68-8. The Committee previously voted to suggest inserting the following language at the end of 68-8, C. **Adding gravel to an existing gravel driveway, over the existing gravel footprint, will be considered maintenance and will not require a permit.** In regards to 68-9 D, make change from permitting by Code to permitting by DPW consistent by replacing Code Compliance with Department of Public Works. DPW has actually been doing the permitting for some period of time. It is also suggested that staff clarify which department handles exceptions as referenced in 68-8, D., E. & F.*

114-16, J General restriction [parking near driveway aprons]. The measurement used should be three feet from a driveway apron. When this first came before the Committee there was a lot of discussion about people parking across their own driveway or allowing others to do so. Parking enforcement has license plate readers which would identify a resident’s address. Any guests could play musical cars, so that the owner’s vehicle would be across the drive. All suggested that enforcement should be worked out civilly.

105-37. Permit required. [curb cuts, driveways connecting to streets] Approved as submitted.

Recommendation

Staff is recommending that the City Council adopt each of the recommended ordinances as presented.

DRAFT

December 3, 2015

**CITY OF HYATTSVILLE
ORDINANCE 2015-05**

**An Ordinance whereby the City Council amends parking restrictions so that
no parking is allowed close to driveway aprons.**

WHEREAS, Maryland Annotated Code, The Local Government Article, Section 5-202 grants to municipal corporations of the State of Maryland, including the City of Hyattsville, the power to protect the health, comfort and convenience of their citizens; and

WHEREAS, the Mayor and City Council deem it in the best interest of its citizens to be able to access their driveways.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Hyattsville in regular session assembled that Section 114-16 of the Hyattsville Code is hereby amended to read as follows:

§ 114-16. General restrictions. [Amended on 3-27-11 by HO-2011-01 and 12-2-13 by HO-2013-07]

In addition to the prohibitions and regulations contained in §§21-1003 and 21-1004 of the Transportation Article of the Annotated Code of Maryland, it shall be unlawful for any person to park or leave standing any vehicle at any time on any street or highway in the city if such vehicle or any part thereof is within any of the following locations:

- A. Within fifteen (15) feet in either direction from a bus stop sign.
- B. For the duration of an emergency, within twenty-five (25) feet of any sign or device posted by or with permission of the City Administrator, the Public Works Department or Police Department indicating that parking is prohibited because of an emergency, unless such sign or device sets forth the area in which parking is prohibited because of an emergency, then, in such cases, within the designated area.
- C. At a location contrary to directions given by any member of the Police Department or Fire Department to keep clear fire lines or police lines or to facilitate the flow of traffic at or near the scene of a fire, accident or other emergency, provided that the prohibition of parking at such a location is made known to the person so parking.
- D. On any sidewalk or on any property adjacent to the roadway and in the public right of way.
- E. In front of any barricade or sign that has been placed for the purpose of closing a street.
- F. Within twenty-five (25) feet of any temporary traffic calming device. [Added 1-17-84 by HB No. 3-84]
- G. Alongside or opposite any street excavation or obstruction when such parking will interfere with traffic. [Added 1-17-84 by HB No. 3-84]

Attachment: Section 114-16 (1362 : Hyattsville Ordinance 2015-05 (First Reading))

H. At a location which will reduce the width of the open roadway in either direction to less than ten (10) feet along a street or will obstruct a clear passageway along the same for fire apparatus or any other vehicle. [Added 1-17-84 by HB No. 3-84]

I. In any alley unless parking in such alley is specifically allowed.

J. **WITHIN THREE (3) FEET OF ANY PART OF A DRIVEWAY APRON OR** at a location which **IMPEDES THE ACCESS TO, OR** obstructs the entrance to any private driveway or the entrance to any buildings or garage or prevents passage over and upon any private driveway or private vehicle entrance connecting private property with an abutting street. [Added 1-17-84 by HB No. 3-84]

* * *

AND BE IT FURTHER ORDAINED that if any provision of this Ordinance or the application thereof to any person or circumstance is held invalid for any reason, such invalidity shall not affect the other provisions or any other applications of the Ordinance which can be given effect without the invalid provision or applications, and to this end, all the provisions of this Ordinance are hereby declared to be severable;

AND BE IT FURTHER ORDAINED that this Ordinance shall take effect twenty (20) days from the date of its adoption;

AND BE IT FURTHER ORDAINED that a fair summary of this ordinance shall forthwith be published twice in a newspaper having general circulation in the City and otherwise be made available to the public.

INTRODUCED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on _____, 2014.

ADOPTED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on _____, 2014.

Adopted: _____

Attest: _____

Mayor

[] indicate deletions

CAPS/**BOLD** indicate additions

Asterisks * * * Indicate matter retained in existing law but omitted herein



Discussion Items: Clay Property Discussion

SUBJECT: Clay Property Discussion

SECTION: Discussion Items

BACKGROUND:

On November 16, 2015, the Mayor and Council received a presentation from a representative of the Marvin R. Blumberg Company. They were requesting support for rezoning of the Clay Property and an associated land swap.

The Clay property is located approximately 1130 feet north of the Northwest and Dean Drive intersection at the end of Dean Drive. The subject property is adjacent to the University Hills neighborhood and just south of the historic Hitching Post Hill.

NEXT STEPS:

The City of Hyattsville will notify the M-NCPPC Planning Board and Prince George's County District Council of its position regarding the applicant's request.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

STRATEGIC GOALS

Goal: Goal 2 – Ensure the Long-Term Economic Viability of the City


Tracey Nicholson, City Administrator 12/3/2015



Memo

To: Mayor and Council

CC: Tracey Nicholson, City Administrator

From: Jim Chandler, Assistant City Administrator, Director, Community & Economic Development
Katie Gerbes, Planner, Community & Economic Development

Date: November 25, 2015

Re: Clay Property Rezoning and Land Swap

The purpose of this memorandum is to provide the Mayor and Council with background information regarding the Marvin R. Blumberg Company's requested rezoning of the Clay Property and its associated land swap.

- Staff does not support the request for rezoning from R-80 to R-20
- Staff recommends support for Land Exchange Proposal #2

The Clay property is located approximately 1130 feet north of the Northwest and Dean Drive intersection at the end of Dean Drive. It is adjacent to the University Hills neighborhood and just south of the historic Hitching Post Hill.

Rezoning Request

The Clay property is currently zoned R-80, and the applicant requests the City's support in rezoning the property to the R-20 Zone. R-80 zoning allows for one-family detached residential dwellings with a maximum density of 4.58 dwelling units per acre. Based on site limitations, R-80 zoning would allow between 43 and 57 units on the Clay property.

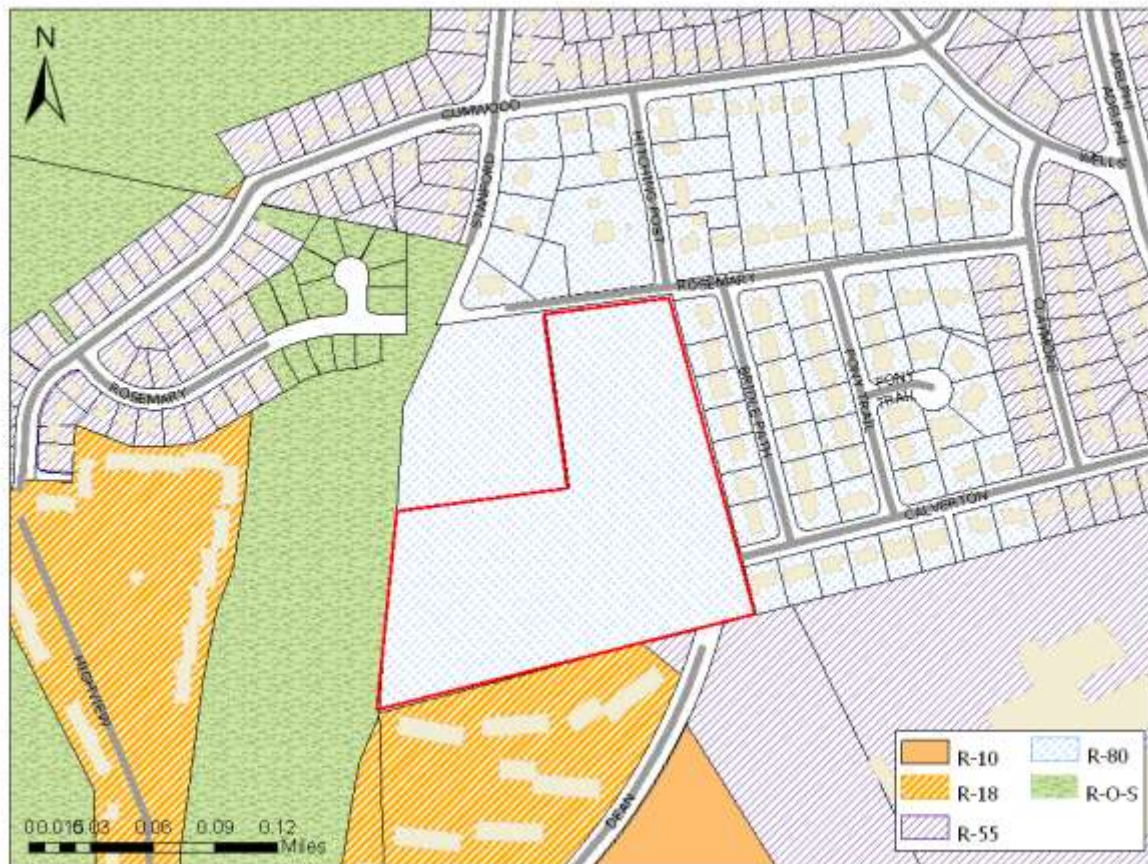
If approved by the County, R-20 zoning would permit the property owner to develop the site for one-family, triple-attached residential, i.e. townhomes. The maximum density permitted in R-20 is 16.33 dwelling units per acre, yielding approximately 210 units onsite.

Table 1: Density Allowed by Zoning

	Maximum Density	Maximum Clay Property Yield
R-80 (one-family detached)	4.58 du/acre	57 units
R-20 (one-family, triple-attached)	16.33 du/acre	210 units

The property in question is bounded by a variety of zoning types. To the immediate west of the Clay Property lies a rather large parcel of reserved open space. The land to the north and east of the Clay property are both zoned R-80 and house single family detached developments. The property immediately to the south is currently zoned R-18 with a small parcel zoned R-55 and home to a garden style apartment complex. This area is recommended to be rezoned to R-20 in the TDDP, to allow for a higher density and uses consistent with the goals of the TDDP.

Map 1: Clay Property Area Zoning



The applicant states in its request that the R-20 zoning is more in line with the goals of the *Preliminary Prince George's Plaza Transit Development Plan* (TDDP), which specifies a “downtown vision” for the Prince George's Plaza area. It should be noted that while the plan as a whole advocates for density, the plan also divides the plan area into two sections: the Downtown Core and the Neighborhood Edge. The highest densities and commercial uses should be situated within the Downtown Core, while the Neighborhood Edge is used to transition from high density development to the single family homes on the border of the Transit District. The Clay Property is located within the Neighborhood Edge on the very end of the Transit District boundary, so development there should be conscientious of the proximity of single family homes outside of the Transit District.

Land Swap

The applicant is also asking for the City's support of a land swap to potentially take place between the Maryland-National Capital Park & Planning Commission (M-NCPPC) Parks and Recreation and the Marvin R. Blumberg Company. The applicant has proposed two possible land swap scenarios. The impetus behind the land swap is to appease resident concern over preservation of environmental vista as seen from Hitching Post Hill.

The first scenario the applicant presents would involve exchanging the northern most 2.4 acres of the Clay property in exchange for a small portion of MNCPPC owned Parcel 185 and a larger section of Parcel 92, also owned by M-NCPPC, along the westernmost border of the Clay property boundaries. This would make the entire width of the parcel along Rosemary Lane undevelopable, thus preserving the vista. This proposal, however, may not be feasible due to the fact that the reserved open space land west of the property was acquired with Maryland Department of Natural Resources Program Open Space (POS) funds, which would trigger additional processes in order to release the land. Consequently, the applicant developed a second option which is likely to progress faster.

The second land exchange proposal takes place solely between the Clay property and M-NCPPC owned Parcel 185. In this instance 1.8 acres are being exchanged here the southern section of Parcel 185 is given to the applicant and the northernmost 1.85 acres of the Clay property are transferred to M-NCPPC. This proposal pushes development off of Rosemary Lane, however not as far as would be the case in the first proposal. The applicant states that they are in discussion with M-NCPPC and Parks Department staff about the swap. It is likely that the land swap will need to occur before the applicant moves on the rezoning request.

Map 2: Land Exchange Proposal 1 (left) and Map 3: Land Exchange Proposal 2 (right)



Staff Review and Recommendations

Staff is supportive of the second land exchange agreement. Given the complications that may arise from using Program Open Space funds in the first proposal, the second proposal is more likely to realize. The preservation of Hitching Post Hill and its environmental setting is of great importance to many City and County residents. The second land exchange option has the greatest chance of success to retain the historic setting without compromising the property owner's right to develop their land.

Staff recommends that the Mayor and Council do not support rezoning the property to R-20 for several reasons. First, with the increased density that comes from such a zoning change, there would need to be increased number of vehicular access points to the property. The applicant has stated that they would propose a single vehicular access point and they do not plan to make the property accessible via Rosemary Lane or Calverton Drive, purportedly to appease community concerns. Staff believes that these access points would be necessary to provide adequate vehicular access to safely accommodate the number of residential units proposed. Furthermore, Staff believes that M-NCPPC transportation section staff would recommend, as a condition of approval of a detailed site plan approved with R-20 zoning, a minimum of two (2) public standard roadways in addition to any additional off-road emergency service vehicular access to the site.

Table 2: Estimated Daily Vehicle Trips

Zoning	Maximum Number of Units	Estimated Population ¹	Estimated Daily Vehicle Trips ²
R-80	57	142	540
R-20	210	525	1,989

¹ Based on the assumption of 2.5 persons per household.

² Based on the assumption of 3.79 trips per person per day.

Both assumptions come from the US Department of Transportation 2009 National Household Travel Survey. <http://nhts.ornl.gov/2009/pub/stt.pdf>

As a matter of policy, the City of Hyattsville encourages density through principals of Smart Growth and in doing so has consistently supported rezoning of parcels for greater density within its commercial corridors. The Clay property is located in the “neighborhood edge” character area of the Prince George’s Plaza TDDP and is over one mile from the Prince George’s Plaza Metro Station. According to the US Department of Transportation’s *Pedestrian Safety Guide for Transit Agencies*, the percentage of trips made by walking decreases as the distance from a transit station increases. When a transit station is ¼ mile from a home, roughly 76% of trips to the station are made by walking. That number decreased to 41% when ½ mile from the transit station and lowers again to a rate of 9% when the distance to the station is 1 mile, an approximately a 20 minute walk. Given the distance of 1.4 miles from the Clay property to the Prince George’s Plaza Metro Station and its associated walking ratio, rezoning of the Clay property is not necessary to create a successful transit oriented development.

Staff believes the Clay property is properly placed in the “neighborhood edge” per the recommendation of the Preliminary Prince George’s Plaza Transit District Development Plan and the existing R-80 is consistent with the intent of the newly created character area. Denser zoning such as R-20 is more suitable for parcels located closer to East-West Highway and Belcrest Drive. The neighborhood edge should transition the “urban downtown” to the single-family neighborhoods surrounding the TDDP area and R-20 zoning would not allow for a reasonable transition to the existing single-family dwelling neighborhood.

RIFKIN WEINER LIVINGSTON
LEVITAN & SILVER LLC

ATTORNEYS AT LAW

WWW.RWLLS.COM

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Edgar P. Silver (1923-2014)

September 28, 2015

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VIA HAND DELIVERY

The Honorable Candace Hollingsworth
City of Hyattsville
4310 Gallatin Street
Hyattsville, Maryland 20781

Re: Clay Property - Prince George's Plaza Transit District
Development Plan for the Transit District Overlay Zone

Dear Mayor Hollingsworth:

The Marvin R. Blumberg Company, its successors, heirs, and assigns (hereinafter the “**Applicant**”) by its attorneys, Rifkin, Weiner, Livingston, Levitan & Silver, LLC, respectfully requests that the City of Hyattsville (hereinafter the “**City**”) recommend to the Prince George's County (hereinafter the “**County**”) Planning Board and District Council that the Clay Property be rezoned from the R-80 Zone to the R-20 Zone. Additionally, the Applicant requests that the City support a proposal involving an exchange of land between the Clay Property and

The Honorable Candace Hollingsworth

September 28, 2015

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property owned by the Maryland-National Capital Park and Planning Commission located adjacent to the Clay Property.

I. GENERAL PROPERTY DATA

- | | |
|-----------------------------|--|
| A. Location: | The Clay Property is located approximately 1130 feet north of the Northwest and Dean Drive intersection at the end of Dean Drive. A location map which outlines the Clay Property in red is enclosed as Exhibit 1. |
| B. Tax Map #: | Map 32, Grid F-4. |
| C. Frontage: | Dean Drive.
Calverton Drive.
Rosemary Lane. |
| D. Election District: | 17. |
| E. Legislative District: | 22. |
| F. Councilmanic District: | 2. |
| G. Municipality: | City of Hyattsville. |
| H. Acreage: | ±12.87. |
| I. Zone: | R-80. |
| J. Subdivision Information: | Parcel 102. |
| K. Water Category: | 3. |
| L. Sewer Category: | 3. |
| M. Historic: | N/A. |
| N. Master Plan & SMA: | The Clay Property is currently subject to the <i>Approved Master Plan and Sectional Map Amendment for Planning Area 68</i> . |

The Honorable Candace Hollingsworth
 September 28, 2015
 Page 3

O. General Plan: The Clay Property is located within the “Downtown” area of the *Plan Prince George’s 2035* Approved General Plan.

II. BACKGROUND

A. **Approved Master Plan and Sectional Map Amendment for Planning Area 68**

The Clay Property is currently located within the boundaries of the 1994 *Approved Master Plan and Sectional Map Amendment for Planning Area 68*. The Sectional Map Amendment approved as part of this plan rezoned the Clay Property from the R-55 Zone to the R-80 Zone. The Master Plan recommended that a portion of the Clay Property be used as parkland.

B. **Plan Prince George’s 2035 Approved General Plan**

The Clay Property is located within the Prince George’s Plaza “Downtown” area as designated by the *Plan Prince George’s 2035* Approved General Plan. As with all Downtown areas, the Prince George’s Plaza Regional Transit Center encourages more intense development in order to leverage the public infrastructure resources expended within this area. *Plan Prince George’s 2035* also recognizes the need for diversity of housing type in all areas of the County.

C. **Potential Land Exchange with Department of Parks and Recreation**

The Applicant is currently coordinating with the Maryland-National Capital Park and Planning Commission, Department of Parks and Recreation, concerning its request for an exchange of land between a portion of the Clay Property and an adjacent property previously donated to the Maryland-National Capital Park and

The Honorable Candace Hollingsworth
September 28, 2015
Page 4

Planning Commission for parkland. The Clay Property is uniquely situated within the boundaries of the *Preliminary Prince George's Plaza Transit District Development Plan and Proposed Transit District Overlay Zone Map Amendment*, is adjacent to the University Hills community, an existing single-family detached neighborhood, and is adjacent to the Ash Hill/Hitching Post Hill historic site.¹ The purpose of the land exchange is to facilitate development at an intensity consistent with the goals of the Downtown area as defined by *Plan Prince George's 2035* and, at the same time, address community stakeholder's desires.

III. REZONING REQUEST

The Applicant respectfully requests that the City recommend to the County Planning Board and District Council that the Clay Property be rezoned from the R-80 Zone to the R-20 Zone. The R-20 Zone will allow the Applicant to plan a development of appropriate intensity on the Clay Property consistent with the *Plan Prince George's 2035* Downtown vision. In addition, the R-20 Zone will allow the Applicant to develop the Clay Property in a manner that addresses community stakeholder concerns.

A. Consistency with Downtown Vision

The R-20 Zone will allow the Applicant to plan a community that is consistent with the *Plan Prince George's 2035* vision for this Downtown area. The Clay Property is currently zoned R-80. The R-80 Zone generally allows for single-family detached residential dwelling units. The estimated average number of units

¹ Ash Hill/Hitching Post Hill is #68-001 on the National Register of Historic Places.

The Honorable Candace Hollingsworth

September 28, 2015

Page 5

in the R-80 Zone is 3.4 dwelling units per acre.² The maximum number of single-family detached residential dwelling units per utilizing the estimated average number of units on the Clay Property is approximately 43.³ Development of single-family detached residential dwelling units at this density is not consistent with the Downtown vision outlined in the *Plan Prince George's 2035*. Furthermore, this density is inconsistent with the vision for the Downtown as outlined in the *Preliminary Prince George's Plaza Transit District Development Plan and Proposed Transit District Overlay Zone Map Amendment*.⁴

The Applicant intends to request that the County Planning Board and District Council rezone the Clay Property to the R-20 Zone. As amended by the Transit Development District Plan, the R-20 Zone generally allows for single-family attached residential dwelling units.⁵ The maximum density for single-family attached residential dwelling units in the R-20 Zone is 16.33 dwelling units per acre. The maximum number of single-family attached residential dwelling units per acre on the Clay Property is approximately 210. Density in this range is consistent with the *Plan Prince George's 2035* and *Preliminary Prince George's*

² The maximum density for single-family detached residential dwelling units in the R-80 Zone is 4.5 dwelling units per acre.

³ The maximum number of dwelling units utilizing the maximum density in the R-80 Zone is approximately 57.

⁴ Please see the discussion on page 185 of the *Preliminary Prince George's Plaza Transit District Development Plan and Proposed Transit District Overlay Zone Map Amendment* which relates to the density in the TDDP. Specifically, this section states: "Single-family attached housing is prohibited in the R-10 zone and is limited in other residential and mixed-use zones to 6-8 dwelling units per acre. **This density is wholly inadequate and inappropriate for modern real estate products, especially in a Transit District.**"

⁵ According to the Zoning Ordinance, without any Transit Development District Plan amendments, the R-20 Zone is for single-family triple-attached residential dwelling units.

The Honorable Candace Hollingsworth
September 28, 2015
Page 6

*Plaza Transit District Development Plan and Proposed Transit District Overlay
Zone Map Amendment* visions.

B. Community Stakeholders

The *Preliminary Prince George's Plaza Transit District Development Plan and Proposed Transit District Overlay Zone Map Amendment* planning process has been a collaborative effort between planning staff, County agencies, property owners, and community stakeholders. Through this collaborative process, several community stakeholder issues associated with the potential development on the Clay Property have emerged. First, residents are interested in retaining a buffer along the frontage of the Ash Hill/Hitching Post Hill historic site. Second, community stakeholders are interested in retaining some type of buffer between the existing single-family detached residential dwelling units along the eastern border of the Clay Property.⁶ Finally, the community stakeholders do not want a roadway connection to Rosemary Lane or Calverton Drive through the Clay Property.

Developing the Clay Property with single-family attached residential dwelling units at the density permitted by the R-20 Zone allows the Applicant to plan a residential development at a density consistent with the vision for the Prince George's Plaza Downtown, while addressing the community needs. Development in the R-20 Zone will allow the Applicant to provide an improved setting serving the

⁶ It is not clear at this point whether the buffer should be more traditional with vegetation or should include single-family detached dwelling units. The Applicant will continue to coordinate with the community on this issue.

The Honorable Candace Hollingsworth

September 28, 2015

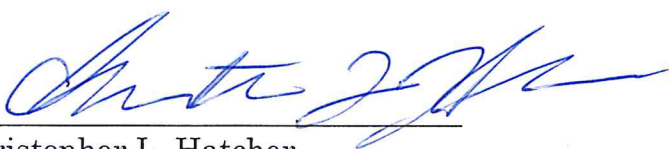
Page 7

Ash Hill/Hitching Post Hill historic site.⁷ In addition, the R-20 zone will allow the Applicant to provide for a buffer along the eastern border of the Clay Property adjacent to the existing single-family homes.⁸ Finally, the Applicant does not intend to propose the undesired full-service roadway connections to Rosemary Lane and Calverton Drive through the Clay Property. Thus, with the requested rezoning, community stakeholder concerns can be addressed.

IV. CONCLUSION

The Applicant respectfully requests that the City recommend to the County Planning Board and District Council that the Clay Property be rezoned from the R-80 Zone to the R-20 Zone. Additionally, the Applicant requests that the City support a proposal involving an exchange of land between the Clay Property and the property owned by the Maryland-National Capital Park and Planning Commission located adjacent to the Clay Property.

RIFKIN, WEINER, LIVINGSTON
LEVITAN AND SILVER, LLC

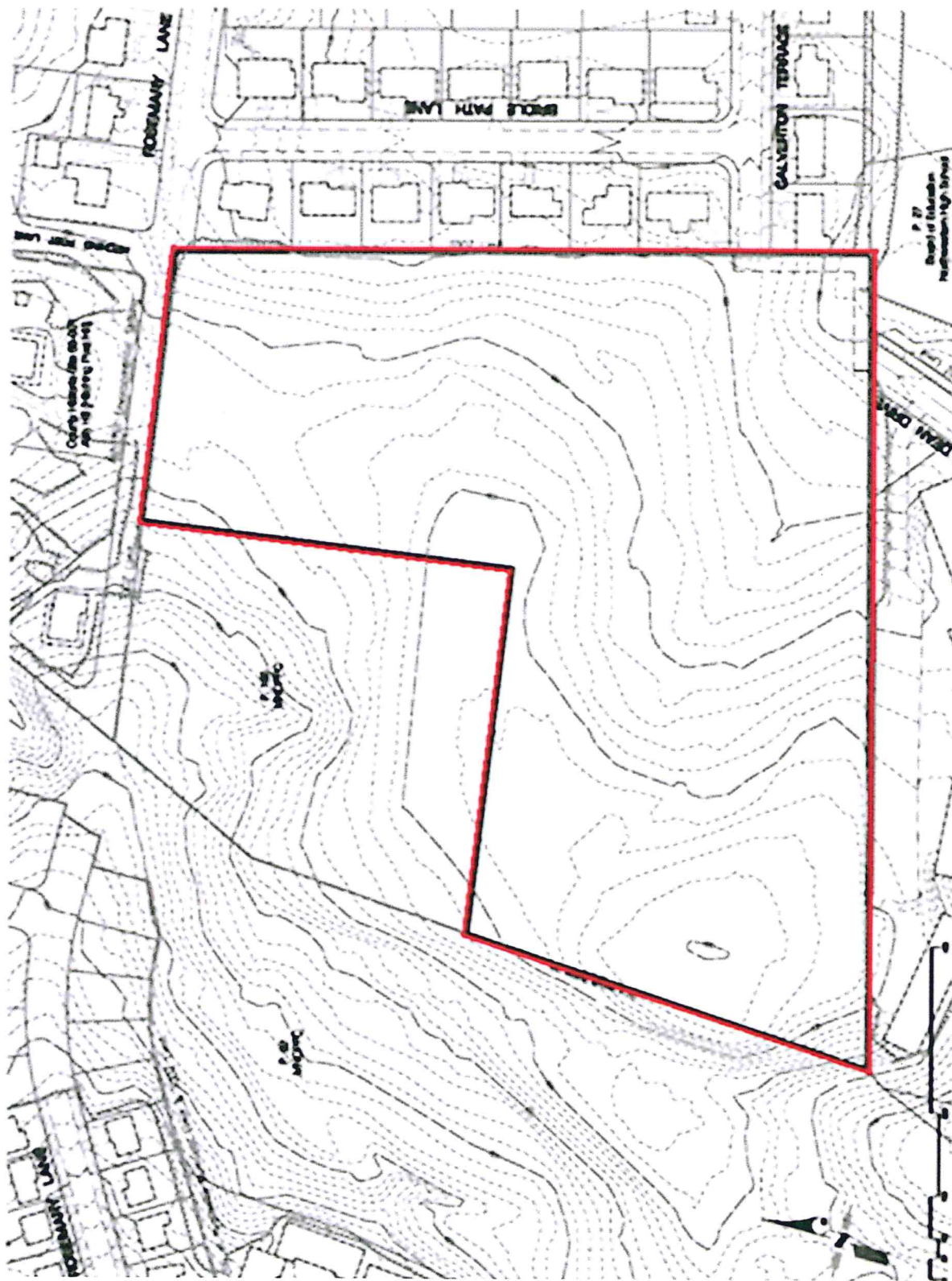
By: 

Christopher L. Hatcher

⁷ With this buffer, the Applicant will not be able to achieve the maximum density of 210 dwelling units. However, the increased density and the ability to develop the property with single-family attached dwelling units associated with the R-20 Zone allows the Applicant to achieve the necessary intensity of development even with the loss of developable area.

⁸ Again, with this buffer, the Applicant will not be able to achieve the maximum density of 210 dwelling units.

EXHIBIT 1



CLAY TRACT
HYATTSVILLE, MARYLAND



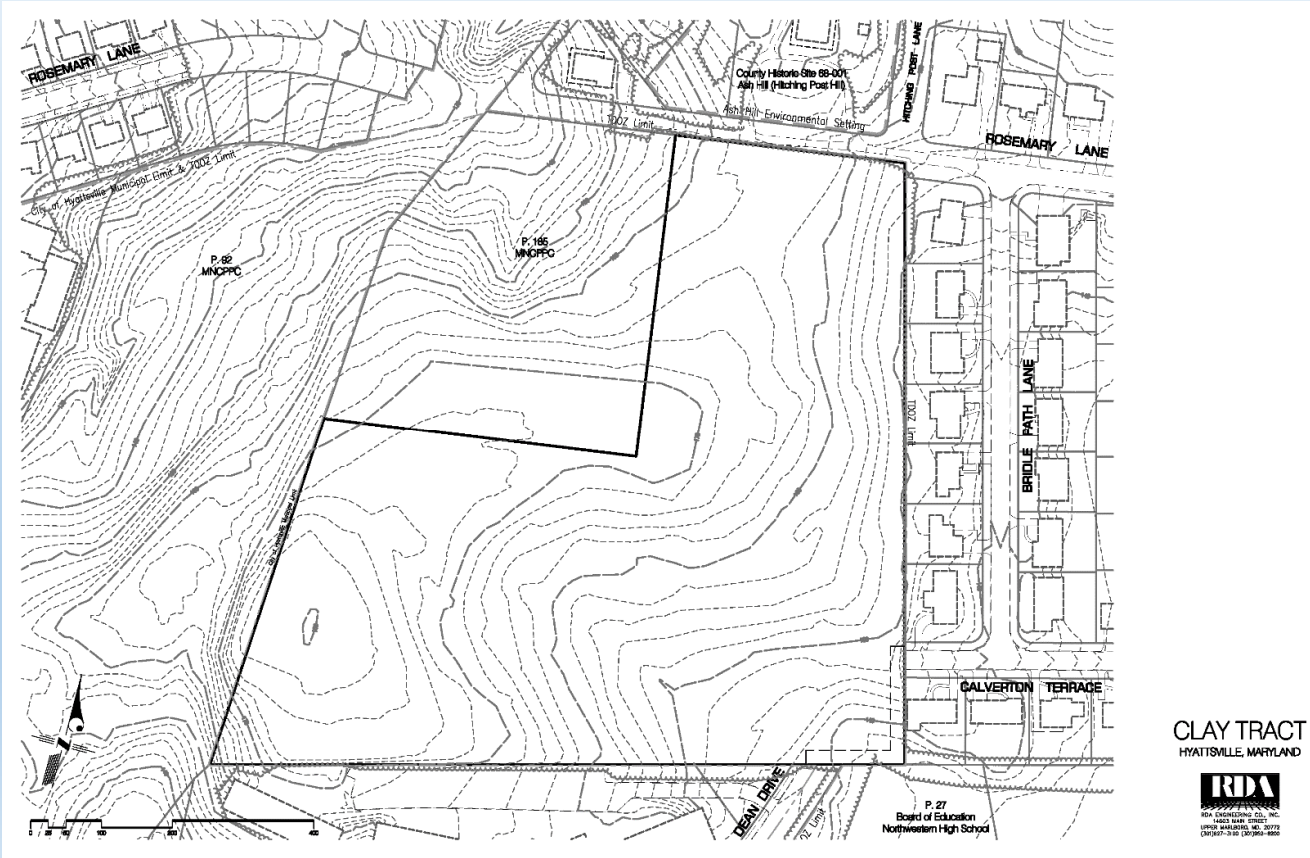
Prince George's Plaza Preliminary TDDP/TDOZ Boundaries



Prince George's Plaza Preliminary TDDP/TDOZ Clay Property Illustrative

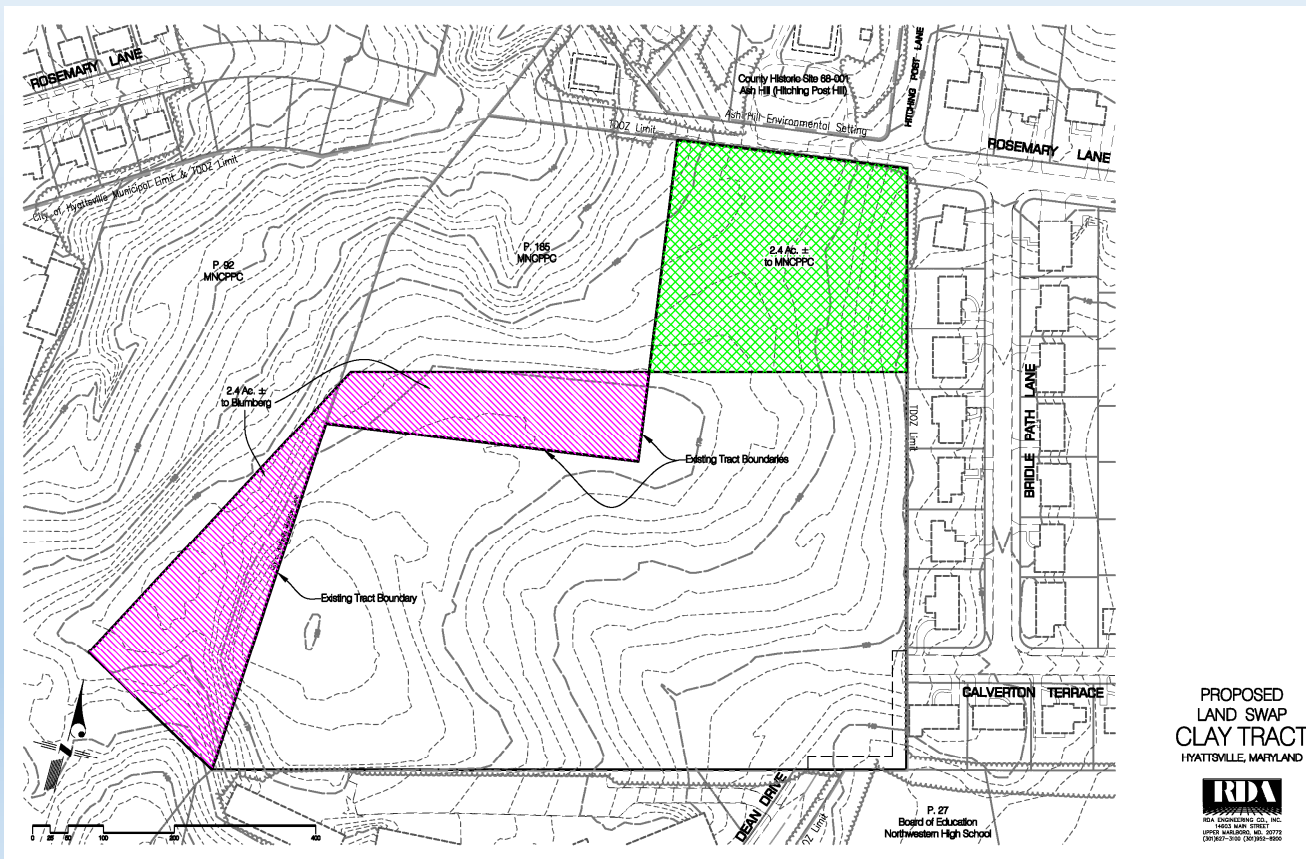


Clay Property Boundaries



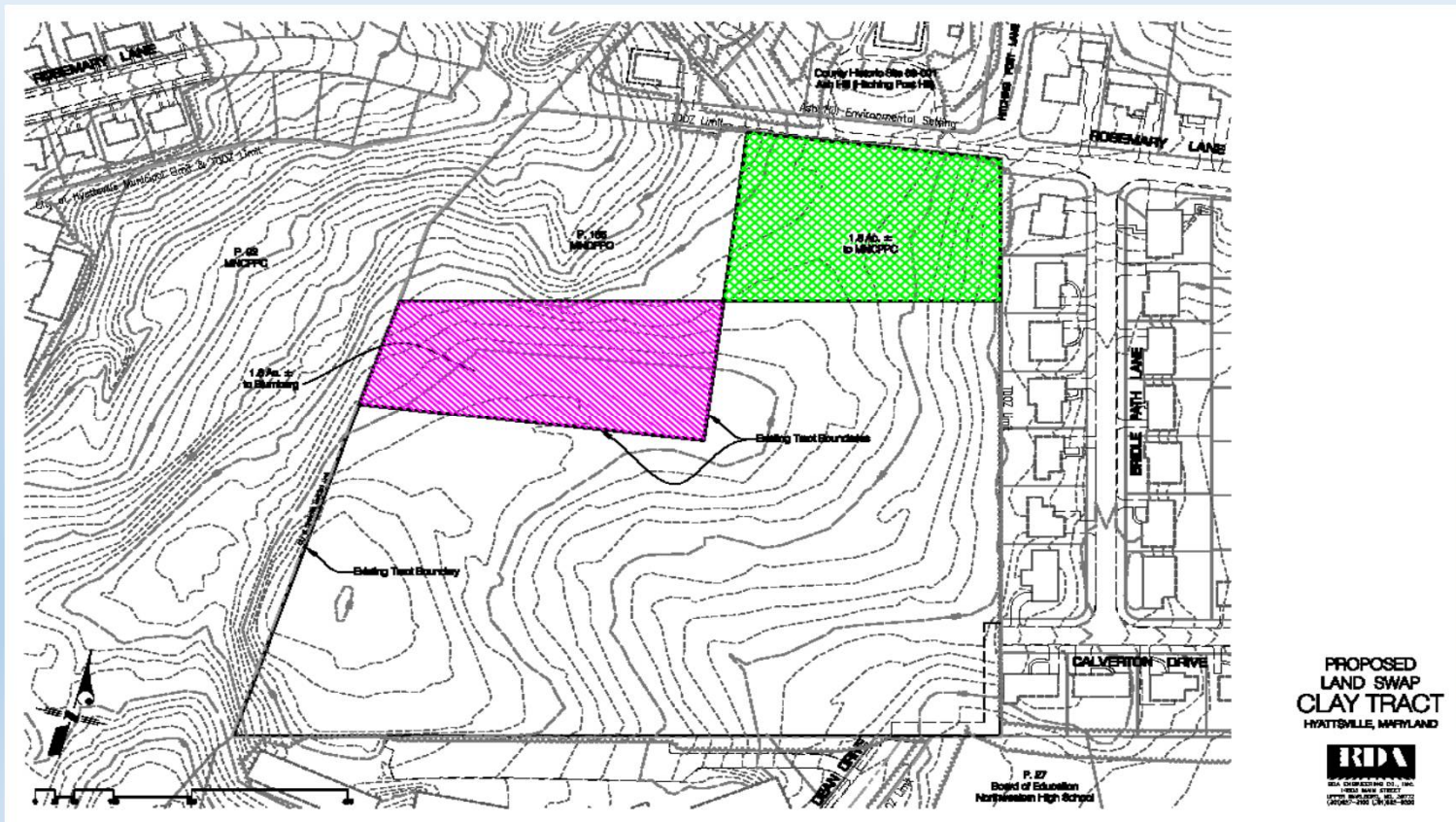
Clay Property

1st Land Exchange Proposal



Clay Property

2nd Land Exchange Proposal





Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 12/7/2015 8:00 PM
Department: Clerk's Office
Prepared by: Laura Reams
Sponsors: Solomon
DOC ID: (ID # 1361)

9.2

Discussion Items: Human Rights Celebration

SUBJECT: Human Rights Celebration

SECTION: Discussion Items

BACKGROUND:

Please see attached motion submitted by Councilmember Solomon

NEXT STEPS:

This item is tentatively on the consent agenda for the Council Meeting of December 21, 2015.

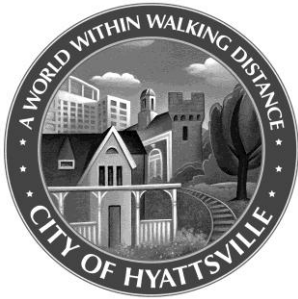
ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Community Services Department

STRATEGIC GOALS

Goal: Goal 5 – Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community


Tracey Nicholson, City Administrator 12/2/2015



Council Agenda Form

MOTION #		DRAFT #
DATE SUBMITTED: Final 11/23/2015	DATE TO GO BEFORE COUNCIL: 12/7/2015 (Discussion)	
SUBMITTED BY: CM Joseph Solomon		
DEPARTMENT: Hyattsville City Council		

TITLE OF MOTION: Human Rights Celebration

RECOMMENDATION:

I move that the Mayor and Council establish the first week of July as a period of municipal celebration recognizing the City's accomplishments and continued progress toward Human Rights, including but not limited to LGBTQ Equality, Teen Voting, Women's Suffrage, Non-Citizen Voting and Minority Rights.

BACKGROUND:

My longer-term vision is to build up West-Side programming around 4th of July and Human Rights advances, and for this motion and celebration to serve as a placeholder we can begin building on in FY18. This motion has been shared with the Community Services Department and modified based on the Department's feedback.

There is no current budget impact because our initial plan is to accommodate the celebration through the re-organization of some of the current summer and fall events, to include moving the July Summer Jam to the West Side and perhaps adding fireworks for 4th of July.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Community Services

CITY ADMINISTRATOR / DEPARTMENT DIRECTOR COMMENT: (must be approved by City Administrator): The staff has included a proposal to relocate two Summer Jams to Heurich Park in the draft FY17 budget. If the budget proposal is approved, this motion will have minimal financial impact in FY17. Expanded programming and fireworks this year and/or future years will have a financial and logistical (personnel, equipment), impact that is to be determined based on scope.

Tracey E. Nicholson, City Administrator

STRATEGIC GOALS AND ACTIONS:

Action 5.1 – Create opportunities for community networking by developing accessible, inclusive, and diverse recreational programs and events.

Action 5.3 – Promote City and community accomplishments, services and events through appropriate media

SUPPORTING DOCUMENTATION: None.

CURRENT YEAR BUDGET IMPACT: None.

Main City Calendar for December 8 – December 21, 2015

Creative Minds Parent and Child Program

Tuesdays and Thursdays, 10:00 AM - 12:00 PM @ the Magruder Park Recreation Center

Ageless Grace Senior Exercise Classes

Wednesdays and Fridays, 10:00 AM - 11:00 AM @ the City Administration Building

Trash, Yard Waste and Leaf Collection

There will be no yard waste or leaf collection the weeks of Christmas and the New Year. Those two weeks all trash routes will be collected one day early. For more information, visit the City's website.

Senior Trip to Walmart and Dollar Tree

December 8, 9:00 AM - 2:00 PM

Call-a-Bus will transport. Please call 301-985-5020 by 2:00 PM on day prior to event to make reservation.

Operation Santa with a Badge

December 12, 10:00 AM - 1:00 PM

Law enforcement officials from throughout the region will be accompanying children on their holiday shopping. Do not be alarmed by the long line of police vehicles.

Cancelled – December 15 Planning Committee meeting

Cancelled – December 16 Code Compliance Advisory Meeting

Environment Committee Meeting

December 16, 7:00 PM - 8:30 PM @ City Municipal Building, 2nd Floor Prangley Room

Senior Nutritional Tour at Price Rite Grocery Store

December 17, 2:00 PM - 4:00 PM

Call-A-Bus will transport. Please call 301-985-5020 by 2:00 PM on day prior to event to make reservation. Participants will receive a \$10.00 Price Rite gift card.

Movin' With the Mayor - Free Tai Chi Class

December 19, 1:00 PM - 2:00 PM at the Hyattsville Municipal Building

This class will be hosted by Dancing In Silence, Incorporated. Comfortable exercise wear is appropriate. To RSVP please contact Ellarose Preston at (301) 985-5000. Walk-Ins are welcome.

City Council Meeting

December 21, 8:00 PM @ 4310 Gallatin Street, Third Floor, Council Chambers