

City Council of Hyattsville, Maryland

AGENDA

City Council Regular Meeting

Monday, October 16, 2017

7:30 PM



Council Chambers

Hyattsville Municipal Building

4310 Gallatin Street, 3rd Floor

Hyattsville, MD 20781

(301) 985-5000 www.hyattsville.org

CITY COUNCIL

[Mayor Candace B. Hollingsworth](#)

[Bart Lawrence, Ward 1](#)

[Kevin Ward, Ward 1](#)

[Robert S. Croslin, Ward 2](#)

[Shani N. Warner, Ward 2](#)

[Carrianna Suiter, Ward 3](#)

[Thomas Wright, Ward 3](#)

[Edouard Haba, Ward 4](#)

[Paula J. Perry, Ward 4](#)

[Joseph Solomon, Ward 5](#)

[Erica Spell, Ward 5](#)

ADMINISTRATION

Tracey E. Nicholson, City Administrator

Laura Reams, City Clerk, 301-985-5009, lreams@hyattsville.org

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

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

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

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

Consent Agenda: Items listed on the Consent agenda are considered to be routine in nature, and are normally approved by one motion. Please note that most items on the Consent agenda have been discussed at a previous meeting. If a Councilmember wishes to comment on a particular item, that item shall be removed from the Consent agenda to "action" to allow for additional discussion.

Public Input: If you wish to address the Council during the Public Comment period, please submit an Audience Participation Form to the City Clerk prior to the beginning of the meeting. Matters identified during Public Comment that are not on that meeting's agenda will be referred to staff for follow-up or considered on a future agenda. Issues that require a response will be addressed publically at the next regular Council meeting. Speakers are requested to keep their comments to no more than two (2) minutes per speaker. Written comments or supporting documents may be turned in to the City Clerk for distribution to the Mayor and Council.

Ways to Watch the Meetings Live: City Council meetings are broadcast live on cable television channel 71 (Comcast) and channel 12 (Verizon). You may also view meetings live online at hyattsville-md.granicus.com/MediaPlayer.php?camera_id=2

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

City Information: Sign up to receive text and email notifications about Hyattsville events, government, police and programs at www.hyattsville.org/list.aspx

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



[Twitter](#)



[Facebook](#)



[Instagram](#)



[Vimeo](#)

1. Call to Order and Council Roll Call

2. Pledge of Allegiance to the Flag

3. Approval of Agenda

4. Motion to Close (7:30 p.m.)

4.a) Motion to Close (7:30 PM, 45 minutes)

HCC-94-FY18

I move that the Mayor and Council close the Council Meeting of October 16, 2017 in order to discuss contract negotiations and to consider the investment of public funds.

This session will be closed under the authority of the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (5) to consider the investment of public funds, and (14) to 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.

At the Request of the City Administrator

N/A

5. Approval of the Minutes

5.a) Approval of the Minutes

HCC-89-FY18

I move that the Mayor and Council approve the Amended Council Meeting Minutes for the Regular Council Meeting of April 3, 2017 and the Council Meeting Minutes of the Regular Council Meeting of May 15, 2017.

At the Request of the City Administrator

N/A

[Minutes Apr 3 2017 Final.pdf](#)

[Minutes May 15, 2017 #2 FINAL NK.pdf](#)

6. Public Comment (8:20 p.m. – 8:30 p.m.) Limit 2 minutes per speaker

7. Presentations (8:30 p.m. - 9:00 p.m.)

7.a) FY-2016 Audit Update (5 minutes)

HCC-86-FY18

At the Request of the City Administrator
N/A

7.b) Prince George's County DPW&T Presentation: Capital Bikeshare (15 minutes)
HCC-90-FY18

At the Request of the City Administrator
N/A

[Bike Share Easement Template Draft.doc](#)

[Capital BikeShare Presentation Revised 4.3.pptx](#)

7.c) Community Crisis Services, Inc. (10 minutes)
HCC-91-FY18

Executive Committee
N/A

8. Consent Items (9:00 p.m. - 9:05 p.m.)

8.a) Appointment to Police and Public Safety Citizens' Advisory Committee
HCC-92-FY18

I move that the Mayor and Council appoint Mark Webb (Ward 2) to the Police and Public Safety Citizens' Advisory Committee for a term of 2 years, ending on October 16, 2019.

Warner
Spell

[Mark Webb Application Redacted.pdf](#)

8.b) Proclamation for Economic Development Week
HCC-88-FY18

I move that the Mayor and Council proclaim October 22 - 28, 2017 as Economic Development Week in the City of Hyattsville.

Executive Committee
N/A

[Economic Development Week Proclamation 2017.docx](#)

8.c) Health Care, Prescription Drug and Dental Care Rates for CY 2018
HCC-75-FY18

I move that the Mayor and Council approve the 2018 calendar year Health Insurance premium costs that maintains the current City and employees contributions in all plans except the Kaiser HMO Plan includes a slight increase in the employee contribution; makes no changes to the employee contributions to the Prescription Drug or Dental plans and includes a 3% administrative fee increase in Delta Dental HMO.

At the Request of the City Administrator
N/A

[Health Ins. Rates 2018 \(2\).pdf](#)

9. Action Items (9:05 p.m. - 9:45 p.m.)

9.a) Hyattsville Ordinance 2017-04: Amendment to Section 114-74 - Vehicle Impound Ordinance (SECOND READING/ADOPTION) (5 minutes)

HCC-43-FY18

I move that the Mayor and Council adopt Hyattsville Ordinance 2017-04, an Ordinance whereby the City Council amends the Code to reiterate and clarify that code enforcement and parking enforcement officers have the authority to "boot," take into custody, or impound vehicles in certain situations (SECOND READING & ADOPTION).

At the Request of the City Administrator

N/A

[HO 2017-04 Impound Ordinance Amendment 10.16.17 FINAL \(1\).docx](#)

[Memo - Impoundment Ordinance.docx](#)

9.b) Hyattsville Ordinance 2017-05: Pet Waste (SECOND READING/ADOPTION) (5 minutes)

HCC-63-FY18

I move that the Mayor and Council introduce Hyattsville Ordinance, 2017-05, an Ordinance whereby the City of Hyattsville establishes requirements for the proper disposal of solid pet waste in the City of Hyattsville so as to protect public health, safety and welfare (SECOND READING & ADOPTION).

At the Request of the City Administrator

N/A

[HO 2017-05 Pet Waste Ordinance - 10.16.17 FINAL.docx](#)

[Memo - Pet Waste Ordinance.docx](#)

[MinutesrMarch_15_17 Approved.doc](#)

[Code Committee Recommendation - June 21, 2017.doc](#)

[Pet Waste - Leash Up Poster](#)

9.c) FY18 CIP Budget Amendment and Appropriation: National Fitness Campaign (10 minutes)

HCC-85-FY18

I move that the Mayor and Council authorize the City Treasurer to amend the FY18 Capital Improvements Fund budget and appropriate \$80,000 to purchase outdoor fitness court related equipment from the National Fitness Campaign - Fitness Court Program Grant in accordance with an executed agreement with The National Fitness Campaign.

At the Request of the City Administrator

N/A

[NFC Grant Memo \(1\) \(1\) \(Tracey Nicholson\).docx](#)

[NFC Photo 1.jpg](#)

[NFC Photo 2.jpg](#)

9.d) Payment in Lieu of Taxes (PILOT) Ordinance (10 minutes)

HCC-78-FY18

I move that the City Council direct the City Attorney, in consultation with the City Treasurer and Director of Community & Economic Development, to draft an enabling ordinance authorizing the City Council to consider a Payment in Lieu of Taxes (PILOT) to support a request by Montgomery Housing Partnership (MHP) the renovation of Parkview Manor Apartments, an affordable housing property, located at 5040 38th Avenue, Hyattsville, Maryland 20782.

Hollingsworth

Spell, Solomon, Haba, Ward

[Memo - Scheduling Public Hearing - MHP.docx](#)

[Memo - MHP Affordable Housing Discussion - 8.1.2017.docx](#)

[MHP 15 Year Tax Credit Request.xls](#)

[PG County Council Agenda Summary.pdf](#)

[PM Pro Forma 6-9-17.pdf](#)

9.e) Initiating the Development of a Community Benefit Agreement Ordinance for the City of Hyattsville (10 minutes)

ID-653-16

I move that the Mayor and Council direct the City Attorney (in consultation with the Director of Community and Economic Development) to develop an ordinance authorizing the Mayor and Council to enter into Community Benefit Agreements with developers and other private enterprises in the City of Hyattsville. At minimum, the ordinance shall include the type of projects eligible for CBAs, the qualifying thresholds of financial public support (tax credit value, etc.), and the stakeholders to be included in the development of said agreements.

Recommended qualifying thresholds (not exhaustive):

- Projects receiving more than \$200,000 in public benefits from the City of Hyattsville;
- Projects seeking density bonus in areas governed by the Prince George's County TDDP; and
- Multifamily developments of 120+ units.

Recommended eligible public improvements (not exhaustive):

- Projects consistent with or included in the adopted Hyattsville Community Sustainability Plan (effective version as of date of project approval);
- Projects benefiting public schools and/or child/youth development;
- Provision of age-friendly units;
- Provision of affordable units at 60% of area median income; and
- Provision of education enrichment grants up to 10% of the public benefit to be administered by the Education Advisory Committee (EAC)

Recommended qualifying stakeholders (not exhaustive):

- HOAs and registered civic associations;
- PTAs/PTOs/PTSA's for schools serving boundaries students residing in the City of Hyattsville;
- Tax-exempt nonprofit organizations operating in the City of Hyattsville; and

- City of Hyattsville residents residing within a 0.1 mile radius of the proposed project.

Hollingsworth

N/A

[Memo - CBA Ordinance Final.pdf](#)

10. Discussion Items (9:45 p.m. - 10:10 p.m.)

10.a) Hyattsville Resolution 2017-03: Declaration of Official Intent - 3505 Hamilton Street Facility Renovation (10 minutes)

HCC-87-FY18

At the Request of the City Administrator

N/A

[Declaration of Official Intent \\$8.7 million for 3505 Hamilton Street Project.pdf](#)

10.b) Public Placemaking Project – Hyatt Park (15 minutes)

HCC-96-FY18

Hollingsworth

Ward, Spell, Solomon

[Memo - Public Placemaking - Hyatt Park.docx](#)

[Hyatt Park Pictometry Ortho.pdf](#)

11. Council Dialogue

12. Community Notices and Meetings

12.a) City Calendar: October 17 - November 6, 2017

HCC-95-FY18

At the Request of the City Administrator

[Main City Calendar October 17 - November 6 2017.pdf](#)

13. Motion to Adjourn



Hyattsville City Council Agenda Item Report

Meeting Date: October 16, 2017

Submitted by: Laura Reams

Submitting Department: Community & Economic Development

Item Type: Legislative

Agenda Section: Motion to Close (7:30 p.m.)

SUBJECT

Motion to Close (7:30 PM, 45 minutes)

HCC-94-FY18

Recommendation:

I move that the Mayor and Council close the Council Meeting of October 16, 2017 in order to discuss contract negotiations and to consider the investment of public funds.

This session will be closed under the authority of the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (5) to consider the investment of public funds, and (14) to 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.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

N/A

Next Steps:

N/A

Fiscal Impact:

N/A

City Administrator Comments:

N/A

Community Engagement:

N/A

Strategic Goals:

N/A

Legal Review Required?

Complete.



Hyattsville City Council Agenda Item Report

Meeting Date: October 16, 2017
Submitted by: Nicola Konigkramer
Submitting Department: City Clerk
Item Type: Legislative
Agenda Section: Approval of the Minutes

SUBJECT

Approval of the Minutes

HCC-89-FY18

Recommendation:

I move that the Mayor and Council approve the Amended Council Meeting Minutes for the Regular Council Meeting of April 3, 2017 and the Council Meeting Minutes of the Regular Council Meeting of May 15, 2017.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Minutes_Apr 3 2017_Final.pdf](#)

[Minutes_May 15, 2017 #2 FINAL_NK.pdf](#)

Summary Background:

The Meeting Minutes of the Regular Council Meeting of April 3, 2017 were amended to include the following motions to the Consent Agenda:

- Motion #: 161-04-FY17 Landscape Maintenance Contract I move that the Mayor and Council approve the Landscape Maintenance contract with the incumbent contractor, Level Green Landscaping LLC, not to exceed \$52,000.00.
- Motion #: 162-04-FY17 Reclassify April 12th Council Meeting I move that the Mayor and Council reclassify the currently scheduled Council Budget Work Session of April 12 as a Regular Council Meeting.

Next Steps:

Upon approval, final minutes will be posted on the City's website.

Fiscal Impact:

N/A

City Administrator Comments:

N/A

Community Engagement:

N/A

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance

Legal Review Required?

N/A



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD APRIL 3, 2017

Present: Candace Hollingsworth, Mayor
Edouard Haba, W4 (Council President), arrived at 7:39 p.m.
Bart Lawrence, W1 (Council Vice President)
Robert Croslin, W2
Shani Warner, W2
Patrick Paschall, W3
Thomas Wright, W3
Paula Perry, W4
Ruth Ann Frazier, W5
Joseph A Solomon, W5, arrived at 7:39 p.m.

Absent: Kevin Ward, W1

Also present were the following City staff members:

City Administrator Tracey E. Nicholson
Assistant City Administrator, Dir. of Community and Economic Development Jim Chandler
Director of Community Services Jake Rollow
City Treasurer Ron Brooks
City Attorney Skip Cornbrooks
City Clerk Laura Reams
Assistant City Clerk Lillie Littleford
Elections Coordinator Nicola Konigkramer

1) [Call to Order and Council Roll Call](#)

Mayor Hollingsworth called the meeting to order at 7:34 p.m.

2) [Pledge of Allegiance to the Flag](#)

3) [Approval of Agenda](#)

Mayor Hollingsworth noted two (2) additions to the Consent Agenda.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Lawrence
SECONDER:	Warner
AYES:	Hollingsworth, Haba, Lawrence, Croslin, Warner, Paschall, Wright, Perry, Frazier, Solomon
NAYS:	None
ABSENT:	Ward

4) [Approval of the Minutes](#)

I move that the Mayor and Council approve the Council Meeting Minutes for the Council Meeting of December 19, 2016 and January 9, 2017.

[December 19 Minutes FINAL.pdf](#) 

[Jan 9 Minutes_FINAL.pdf](#) 

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Lawrence
SECONDER:	Perry
AYES:	Hollingsworth, Haba, Lawrence, Croslin, Warner, Paschall, Wright, Perry, Frazier, Solomon
NAYS:	None



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD APRIL 3, 2017

ABSENT:	Ward
----------------	------

5) Motion to Close (7:30 p.m.)

Motion #: 156-04-FY17 Motion to Close I move that the Mayor and Council close the Council Meeting of April 3, 2017 in order to discuss personnel matters and to consult with the City Attorney to obtain legal advice pertaining to contract negotiations, to discuss such contract negotiations and to consider the investment of public funds.

This session will be closed under the authority of the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals, (5) to consider the investment of public funds, (7) to consult with counsel to obtain legal advice and (14) to 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.

[Cover Page](#)

The meeting closed at 7:39 p.m.

NOTE FOR THE RECORD: Council President Haba and Councilmember Solomon arrived at 7:39 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Lawrence
SECONDER:	Perry
AYES:	Hollingsworth, Haba, Lawrence, Croslin, Warner, Paschall, Wright, Perry, Frazier, Solomon
NAYS:	None
ABSENT:	Ward

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 7:39 p.m. on Monday, April 2, 2017, 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 Tracey Nicholson, Assistant City Administrator Jim Chandler (left at 8:28 p.m.), City Attorney Skip Cornbrooks, Police Chief Douglas Holland, City Treasurer Ron Brooks, Human Resources Director Vivian Snellman (arrived at 8:29 p.m.), and City Clerk Laura Reams.**

The authority under which the session was closed was the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals, (5) to consider the investment of public funds, (7) to consult with counsel to obtain legal advice and (14) to 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.



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD APRIL 3, 2017

Topics Discussed: The Council obtained legal advice from the City Attorney regarding a proposal for a development in the City which included potential investment of public funds and personnel matters.

Action Taken: None taken.

The Council returned to open session on a motion made by Councilmember Perry, seconded by Councilmember Croslin and approved unanimously by the Body at 8:56 p.m.

6) [Public Comment \(8:05 p.m. – 8:15 p.m.\) Limit 2 minutes per speaker](#)

Sarah Harper, a Ward 1 resident, addressed the Mayor and Council in support of the proposed sanctuary city ordinance. Ms. Harper asked that the information be printed in both English and Spanish and noted that it was the responsibility of the City to educate residents on the proposal.

Nina Faye, a Ward 3 resident, addressed the Mayor and Council regarding the proposed residential parking program. Ms. Faye stated she did not agree with the commercial recommendations or the thirty (30) minute grace period. Ms. Faye added that the City's parks had not been addressed and that the community garden and Hyatt Park were in a residential parking zone. Ms. Faye also announced a fundraising yard sale over the weekend.

Jim Menasian, a Ward 3 resident, addressed the Mayor and Council regarding the nonbinding advisory referendum question to change the size of Council. Mr. Menasian requested more time and information from Council about the advantages and disadvantages of changing the size of Council. Mr. Menasian asked why this issue was being brought up at that time and stressed that residents needed more context to vote on the matter.

Leigh Ann Barlow, a Ward 5 resident, addressed the Mayor and Council in opposition of the proposed sanctuary city ordinance. Ms. Barlow expressed concerns for how the Council would vote on the issue and asked for more clarity on the potential loss of federal funding. Ms. Barlow warned that Police Officers would be negatively affected by the passing of the ordinance. Ms. Barlow then stressed the importance of gaining citizenship and urged Council to think hard before voting on the proposed ordinance.

7) [Presentations \(8:15 p.m. – 8:50 p.m.\)](#)

7.a Certification of 2017 Election Candidates (5 minutes)

[Cover Page](#) 

[2017 Certificate of Candidates for Election.pdf](#) 

Greta Mosher, Chair of the Board of Supervisors of Elections announced the Certified Candidates for Council in the May 2017 Election. The following Candidates were announced: Ward 1: Ian Herron, Talib Karim, and Bart Lawrence; Ward 2: Robert Croslin; Ward 3: Vinni Anandham, Ayanna Shivers, and Carrianna Suiter; Ward 4: Shirley Ann Bender and Edouard Haba; Ward 5: Derrika Durant, Erica Spell, and Ben Zeitler. Ms. Mosher noted Early Voting Days on Saturday, April 22nd and Saturday, April 29th at Magruder Park Recreation Center.

7.b FY-2015 Audit Update (5 minutes)

[Cover Page](#) 



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD APRIL 3, 2017

Treasurer Brooks provided an update on the FY2015 Audit. Treasurer Brooks noted that Auditors were still working to provide a broad overview of how the City's fiscal position had increased. Treasurer Brooks added that he still planned to have the FY2015 and FY2016 Audits closed out by the end of the calendar year.

7.c ATHA Maryland Milestones Annual Update (10 minutes)

[Cover Page](#)

[Memo - ATHA Maryland Milestones.docx](#)

[ATHA Visitors Guide.pdf](#)

[ATHA Family Activities.pdf](#)

Aaron Marcavitch, Executive Director of the Anacostia Trails Heritage Area (ATHA), provided the annual Maryland Milestones Update. Mr. Marcavitch reviewed projects completed in the past year, noting that it was a rebuilding year. Mr. Marcavitch then highlighted ATHA's future endeavors, with the inclusion of Bowie, Cheverly, and Glendale to the Heritage Area, hosting themed bike rides, the Rivers to Rockets Rally, diversifying funding streams, and the establishment of a five-year plan. Mr. Marcavitch asked Council to contribute preferred projects to the five-year plan. Mr. Marcavitch added that ATHA was looking at how infrastructure affected programs and were increasing efforts to better tourism resources. Mr. Marcavitch thanked Council for their support over the years and opened the floor for questions.

Mayor Hollingsworth thanked the center for their support the past Saturday at the Our Hyattsville Exhibition and highlighted ways that residents could see the work that was done.

7.d Prince George's County DPW&T Capital Bikeshare Program (15 minutes)

[Cover Page](#)

[Memo - Prince Georges DPWT - CaBi Presentation.docx](#)

[Hyattsville City Council_4-3_17.pptx](#)

Director Chandler introduced Karen McAllister, Bicycle and Pedestrian Program Manager for Prince George's County, to discuss the County's plans to roll out Capital Bike Share and coordination with the City of Hyattsville. Ms. McAllister highlighted the M-NCPPC bike share feasibility study conducted over the past year, across the ATHA area and the National Harbor. Ms. McAllister noted that the areas studied were selected due to the connectivity and accessibility to D.C. and Alexandria, VA and that density was an important factor for bike share success.

Ms. McAllister listed the County's guiding principles for the study, including the Prince George's County DPW&T partnership, regional connectivity, the launching and blending of mBike and CaBi networks, and both County and municipal-level success. Ms. McAllister stated bike share was a great compliment to public transit, making the first and last miles of transportation available. Ms. McAllister continued to present the products of the feasibility study.

Ms. McAllister highlighted the different proposed phases of the Prince George's County DPW&T Capital Bike Share Program, specifically mapping out incorporated and unincorporated areas and in which phases they would be addressed. It was noted that in the Spring of 2018, Phase 1 would address areas bordering D.C. and Phase 1A would address the National Harbor. Ms. McAllister continued, Phase 2 would begin in 2019, addressing Riverdale Park, University Park, College Park, Berwyn Heights, and Greenbelt. Finally, Phases 3A and 3B would address Bladensburg, Edmonston, East Riverdale, Langley Park, Chillum, and other unincorporated areas of Prince George's County. Ms. McAllister noted phases could shift due to interests and funding. She concluded that there would be a total of 67 stations with 670 bicycles.



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD APRIL 3, 2017

Ms. McAllister presented images of different options for how stations could be built and highlighted station parts and procedures. Ms. McAllister then presented the bicycles and noted various benefits. Ms. McAllister stated the vendor would be Public Bike System Company (PBSC), the operator would be Motivate, and the marketing group would be Destination Sales & Marketing Group (DS&MG). She then expanded on the roles of the vendor, operator, and marketing group.

Ms. McAllister provided costs of the Bike Share Program, from \$2.00 single trip to \$85.00 for the year. She added that the program also had different types of corporate memberships and bulk passes. Ms. McAllister noted costs per phases, anticipated memberships, and revenues. Ms. McAllister added ways the program could help to offset the capital and installation costs, which included County support, advertising on map panels at stations, and system-wide sponsorships. Ms. McAllister noted that capital and installation costs had been included in the County FY2018 Budget and that operations and maintenance costs would be covered by advertising and sponsorships. Ms. McAllister then opened the floor for questions.

Councilmember Warner stated residents were excited about the program and asked if the City would have to wait a full year for implementation. Ms. McAllister clarified that Hyattsville would be included in Phase 1 in Spring of 2018.

Councilmember Wright stated he could not see the specific station locations on the map and asked if the new Purple Line would be included in the program. Ms. McAllister said the first and last mile complimenting transit would be along the Purple Line. It was added that the locations were up for discussion and suggestions. Councilmember Wright then asked more specific questions regarding offsetting costs, and Mauricio Hernandez highlighted advertising revenues as well as membership and ridership revenues.

Council President Haba thanked Ms. McAllister for the presentation and expressed excitement for the program. Council President Haba noted mBike would be ending in 2019, and Ms. McAllister clarified that she did not know if College Park would renew their contract, but that areas of College Park would be included in Phase 2.

8) Consent Items (8:50 p.m. - 8:55 p.m.)

8.a Motion #: 157-04-FY18 Arbor Day Proclamation I move that the Mayor and Council proclaim April 5th Arbor Day in the City of Hyattsville.

[Cover Page](#) 

[Arbor Day Proclamation 2017.docx](#) 

8.b Motion #: 158-04-FY17 County Zoning Variance Request V-20-17: 4915 42nd Place, Hyattsville I move that the Council authorize the Mayor to send a letter of support to the Prince George's County Board of Zoning Appeals, per the City of Hyattsville's Zoning Variance Policy, in support V-20-17, a request for a waiver of the front yard depth requirement of 25-feet allowing a variance of a 10.5-feet front yard depth.

[Cover Page](#) 

[Memo - V-20-17 4915 42nd Place.pdf](#) 

[City of Hyattsville Zoning Variance Policy Statement and Variance Process 10 3 11.pdf](#) 

8.c Motion #: 161-04-FY17 Landscape Maintenance Contract I move that the Mayor and Council approve the Landscape Maintenance contract with the incumbent contractor, Level Green Landscaping LLC, not to exceed \$52,000.00.



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD APRIL 3, 2017

8.d Motion #: 162-04-FY17 Reclassify April 12th Council Meeting I move that the Mayor and Council reclassify the currently scheduled Council Budget Work Session of April 12 as a Regular Council Meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Solomon
AYES:	Hollingsworth, Haba, Lawrence, Croslin, Warner, Paschall, Wright, Perry, Frazier, Solomon
NAYS:	None
ABSENT:	Ward

9) Action Items (8:55 p.m. – 9:15 p.m.)

8.a Motion #: 159-04-FY17 Hyattsville Ordinance 2017-02, An Ordinance whereby the City Council establishes itself as a Sanctuary City and establishes that the City of Hyattsville does not intervene in federal immigration matters. (10 minutes) I move that the Mayor and Council introduce Hyattsville Ordinance 2017-02, an Ordinance whereby the City Council establishes itself as a Sanctuary City and establishes that the City of Hyattsville does not intervene in federal immigration matters (FIRST READING).

[Cover Page](#)

[HO 2017-02 Non-intervention Ordinance to Mayor and Council 3.28.17_FINAL.pdf](#)

Mayor Hollingsworth noted an error in the motion wording and asked City Attorney Cornbrooks if it would limit the Council's ability to pass the First Reading of the item that evening. Councilmember Paschall moved and Councilmember Solomon seconded to change the language of the preamble to the First Reading of the ordinance to replace the text that states "establish itself" to "established the City of Hyattsville as a Sanctuary City." Councilmembers Perry and Frazier voted "Nay" to the amended language.

Councilmember Perry noted signs outside of the prior Council Meeting where the item at hand was on the Discussion agenda. Councilmember Perry provided reasoning for why she wanted to oppose the ordinance and stated she did not want to see residents have false hopes or a false sense of security. Councilmember Frazier echoed Councilmember Perry's remarks.

Council President Haba thanked all members of staff and Council that worked on the ordinance and residents for coming to show both support and opposition. Council President Haba referenced Ms. Harper's public comment and emphasized that it was the Council and staff's responsibility to educate residents on what the legislation meant. Council President Haba offered that an increase in information available to residents could reduce false hope or expectations. Council President Haba summarized the meaning of the ordinance to state that City Police and staff would not seek to inquire about immigration status and added that relaying that message could help provide clarity.

RESULT:	APPROVED AS AMENDED [8-2]
MOVER:	Haba
SECONDER:	Paschall
AYES:	Hollingsworth, Haba, Lawrence, Croslin, Warner, Paschall, Wright, Solomon
NAYS:	Perry, Frazier
ABSENT:	Ward

8.b Motion #: 160-04-FY17 Resolution 2017-01: Maryland DHCD Sustainable Communities Designation (10 minutes) I move that the Mayor and Council introduce and adopt Hyattsville Resolution 2017-01, a Resolution of the Mayor and City Council of the City of Hyattsville, Maryland, for the purpose of designating the City of Hyattsville as a Sustainable Community, pursuant to the attached Sustainable Community map



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD APRIL 3, 2017

(and Sustainable Community Plan, as further described in the Sustainable Community Application, for approval either directly by the Department of Housing and Community Development of the State of Maryland or through the Smart Growth Subcabinet of the State of Maryland. (FIRST READING AND ADOPTION)

Cover Page

Memo - Maryland DHCD Sustainable Communities Designation.docx

Resolution 2017-01 Sustainable Communities - Hyattsville.doc

Sustainable Community Designated Area_03302017.pdf

There was no discussion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Warner
AYES:	Hollingsworth, Haba, Lawrence, Croslin, Warner, Paschall, Wright, Perry, Frazier, Solomon
NAYS:	None
ABSENT:	Ward

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

10.a Electronic Sign Purchase (10 minutes)

Cover Page

Electronic Sign Background_2017-04-03.docx

Director Rollow presented the proposal to purchase two (2) electronic signs to broadcast and send messages to the community. Director Rollow noted two (2) existing non-electronic signs at Magruder Park and Ager Road, for which the Council had approved funding in the FY2016 budget to replace. Director Rollow stressed the need for electronic signs, to reduce the burden of having to manually change the existing signs for each new message. Director Rollow provided specific details and capabilities for the proposed signs, noting LED display, double-sided messaging, and full color display. Director Rollow added that internet service would be included in the purchase price and would allow changes to be made to the signs off-site or by phone. Director Rollow stated signs could be dimmed or shut off at night.

Director Rollow discussed options for locations after reevaluating the locations of the current signs. Director Rollow added that staff wanted to keep representation on both the East and West sides of the City. Director Rollow stated that staff would prefer having a sign in Centennial Park instead of Magruder Park, due to the higher level of traffic of both residents and non-residents. Director Rollow noted the construction on Ager Road over the next few years, concluding that the location of the old sign was not preferred. Director Rollow suggested moving the second sign to 3505 Hamilton Street, either permanently or temporarily, to coincide with the moving of the Police Department into the new location. Director Rollow said that staff had considered placing a sign on the Fire Department property, but that they would also be undergoing construction in the near future. Director Rollow asked for Council feedback and suggestions.

Councilmember Perry agreed that it would not make sense to locate a new sign on Ager Road at this time, but would like to see what moving it at a more feasible time would look like. Councilmember Perry also expressed support for the Centennial Park location and asked if the City could add a third sign.

Councilmember Solomon stated that he agreed with Director Rollow's assessment of locations and suggested the intersection of Queens Chapel Road and Ager Road for the second location. Councilmember



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD APRIL 3, 2017

Solomon added that the sign could be located somewhere on Adelphi Road, rather than just worrying about the East and West sides of the City.

Councilmember Warner stated her thoughts had evolved and was now fully supportive of purchasing at least two electronic signs. Councilmember Warner stressed the need for messages to be displayed in different languages.

Councilmember Wright thanked Councilmember Solomon for highlighting the need for messaging in Ward 3 and stated that he hoped staff would consider those areas.

Council President Haba thanked staff for their work and stated he was glad to see this item finally appear on the dais. Council President Haba expressed concerns for the locations at 3505 Hamilton Street, stating that it did not get as much traffic as Ager Road. Council President Haba suggested putting a sign at a temporary location on Ager Road until the construction started.

Councilmember Solomon asked what the status was on the Ager Road Green Streets Project, and Assistant Administrator Chandler stated he would have to defer to Director of Public Works, Lesley Riddle who was not in attendance. Administrator Nicholson added that there was at least a design in the works for the project and Councilmember Solomon agreed that he would not want to wait for the County's project to be completed.

Mayor Hollingsworth asked if there was any hesitancy for moving the item that evening. Councilmember Perry stated she would like to see the Council vote and move forward with it. Councilmember Solomon asked if an amendment to the language would need to be made. There was discussion on whether the motion wording would include the location of the placement of signs. Council Vice President Lawrence concluded that the body would just move the purchase of the signs. Mayor Hollingsworth provided clarity on how the Council could determine location after the motion had passed. Councilmember Solomon stated that he was willing to move forward with the item, but was hesitant to vote that evening, without a full Council in attendance. Councilmember Warner added that it would be appropriate to move the item if it were time sensitive, but the dollar amount was too high to rush the vote. Councilmember Warner added that she supported the purchase, but would like to see the item on a different agenda as a matter of procedure.

NOTE FOR THE RECORD: Clerk Reams left the meeting at 9:15 p.m.

10.b Residential Parking Zone Committee (30 minutes)

[Cover Page](#) 

[Memo_-_Residential_Parking_Zone_-_Staff_Review.docx](#) 

[RPZ Committee Recommendations - March 2017.pdf](#) 

[Residential Parking Committee Recommendations 9.29.16.pdf](#) 

Assistant Administrator Chandler provided background information on the Residential Parking Zone Committee's briefing of a series of recommendations to Council in January of 2017 and noted staff had reviewed those recommendations over the past few months and had prepared a response.

Assistant Administrator Chandler stated the Committee's two (2) most contentious issues with the residential parking plan were the two-hour grace period and concerns regarding commercial uses, and noted that those issues could not be resolved at the committee level. Assistant Administrator Chandler referenced conversations with Councilmember Perry and stated that each parking zone was designed to work for a specific reason; adjacency to schools, adjacency to the Metro, or commercial corridors. Assistant



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD APRIL 3, 2017

Administrator Chandler said that staff approached the issue by looking at the intent of each zone and categorizing them by types and frequency of usage.

Assistant Administrator Chandler noted that addressing issues in commercial parking issues was more difficult, but presented Council with a memorandum that provided three different options addressing the issues. Assistant Administrator Chandler highlighted the three proposals: taking commercial properties out of residential parking zones, or eliminating the grace period; leaving commercial properties in residential parking zones, with certain hours where residential parking is lifted; or metering areas in front of commercial properties. Assistant Administrator Chandler noted that the issue at hand was a long, on-going process and advised Council to think over the three options and discuss them with their residents. Assistant Administrator Chandler then asked for Council feedback to ensure that the next step forward would meet the need of residents.

Councilmember Perry asked what staff had proposed for residential parking zones adjacent to the Metro. Assistant Administrator Chandler stated that those zones would follow a similar approach to the commercial areas within residential parking zones. Assistant Administrator Chandler added that hours of enforcement tried to address parking issues near the Metro, but were inconsistent across the board and ineffective. Administrator Nicholson clarified that, in the proposal, commuter zones would have a 30-minute grace period, which would allow parking enforcement to rotate the area and assess if there was abuse in the commuter areas. Councilmember Perry highlighted specific problem areas and expressed concerns for parking enforcement efficiencies.

Councilmember Warner asked for clarification on the first option presented. Assistant Administrator Chandler summarized that the frontage of the commercial establishment would be removed from the residential zone and there would be no limitations to parking. Councilmember Warner noted parking issues in specific residential parking zones and asked if there was a way the City could determine an ongoing need for residential parking. Councilmember Warner asked if Council could see a list of residential parking zones and when they were established, to which Assistant Administrator Chandler replied that he could provide information going up to 25 years, or when the West Hyattsville Metro was built.

Council Vice President Lawrence added that he would like to see that information as well as complaints regarding residential parking zones that had a questionable need for zoning. Council Vice President Lawrence provided examples of streets where residents were unhappy with their current zoning.

Councilmember Wright thanked staff for their work and noted that the project would not be easy. Councilmember Wright asked if the upcoming traffic study would also address parking by default. Assistant Administrator Chandler stated that the study would address some of these issues, in part, but would not holistically resolve the issues.

Council Vice President Lawrence then asked if any multi-family units fell within residential parking zones, and asked how the City would distribute parking passes. Assistant Administrator Chandler stated he could provide more information at a later date.

Councilmember Paschall echoed Councilmember Warner's remarks, stating some residential parking zones were outdated, which was the root of the problem.

Council Vice President Lawrence asked for clarification on the hours of enforcement for the second option, and Assistant Administrator Chandler stated the hours would be from 8:00 p.m. to 6:00 a.m.

Councilmember Solomon clarified that the item would return as a discussion item at a later meeting.



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD APRIL 3, 2017

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

Councilmember Paschall noted that he would miss the next Council Budget Work Session that was recently added to the calendar.

Councilmember Warner offered congratulations to all certified Candidates and stated she was excited to see contested races in four (4) of the five (5) wards. Councilmember Warner offered advice to those who sought it.

Councilmember Wright noted that HYSWAP would be held the following weekend at the City Municipal Building.

Mayor Hollingsworth stated the Public Hearing on the referendum question was scheduled for April 17, 2017 and that Council had the option to offer responses to any questions from residents. Mayor Hollingsworth then noted that she did not typically offer personal comments during Council Dialogue, but felt as though she had to address some misconceptions about the sanctuary city ordinance. Mayor Hollingsworth stated she was looking forward to making the lives of immigrant residents safer through that measure.

12) Community Notices and Meetings

[City Calendar: April 4 - 12, 2017](#)

[Main City Calendar_Apr 4-12 2017.pdf](#) 

13) Motion to Adjourn

The meeting adjourned at 10:50 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Croslin
SECONDER:	Perry
AYES:	Hollingsworth, Haba, Lawrence, Croslin, Warner, Paschall, Wright, Perry, Frazier, Solomon
NAYS:	None
ABSENT:	Ward



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD MAY 15, 2017

Present: Candace Hollingsworth, Mayor
Bart Lawrence, W1
Robert Croslin, W2
Shani Warner, W2
Carrianna Suiter, W3
Thomas Wright, W3
Edouard Haba, W4
Paula Perry, W4
Erica Spell, W5
Joseph A Solomon, W5

Absent: Kevin Ward, W1

Also present were the following City staff members:

City Administrator Tracey E. Nicholson
Assistant City Administrator, Dir. of Community and Economic Development Jim Chandler
City Treasurer Ron Brooks
Police Chief Douglas Holland
Director of Human Resources Vivian Snellman
Director of Community Services Jake Rollow
City Clerk Laura Reams
Elections Coordinator Nicola Konigkramer

1) Oath of Office, Newly Elected City Councilmembers (8:00 p.m. - 8:15 p.m.)

The Honorable Sydney J. Harrison, Clerk of the Circuit Court, Prince George's County, Maryland, administered the Oath of Office to the newly elected Councilmembers: Bart Lawrence, Ward 1; Robert Croslin, Ward 2; Carrianna Suiter, Ward 3; Edouard Haba, Ward 4; and Erica Spell, Ward 5.

2) Call to Order and Council Roll Call

Mayor Hollingsworth called the meeting to order at 8:15 p.m.

3) Pledge of Allegiance to the Flag

4) Approval of Agenda

Mayor Hollingsworth noted an amendment to Motion #192-05-FY17 to assign additional Council liaisons to various committees and to move item 8.b (Assignment of Committee Liaisons) above 8.a (Election of City Council Officers) on the agenda.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Solomon
AYES:	Hollingsworth, Haba, Lawrence, Croslin, Warner, Suiter, Wright, Perry, Spell, Solomon
NAYS:	None
ABSENT:	Ward

5) Public Comment (8:15 p.m. – 8:25 p.m.) Limit 2 minutes per speaker



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD MAY 15, 2017

Councilmember Solomon expressed his gratitude to Councilmembers Paschall and Fraizer for their service to the City.

Doug Dudrow, a Ward 2 resident and former Councilmember, addressed the Mayor and Council regarding a motion to provide funding to a local school. Mr. Dudrow provided historical background on the City's financial support to area schools.

Talib Karim, a Ward 1 resident, said he had recently conducted a survey on citizen engagement and wanted to share the results with the Council. He provided a copy of the survey results to City staff and summarized the results, stating that residents had expressed a desire to be more involved in the City's decision making. Mr. Karim encouraged the Council to increase communications to residents on Council activities and referenced problems with business development on Route One.

Mr. David Marshall, a Ward 2 resident, commented on Mr. Karim's remarks regarding Route One development and encouraged residents to attend the upcoming Planning Committee meeting.

6) Consent Items (8:25 p.m. - 8:30 p.m.)

- 6.a [Motion # 189-05-FY17 Proclamation in Recognition of Councilmember Ruth Ann Frazier](#)
I move that the Mayor and Council adopt a proclamation in recognition of Councilmember Ruth Ann Frazier's dedicated service to the City of Hyattsville.

[Cover Page](#) 

[Proclamation for Ruth Ann Frazier.docx](#) 

- 6.b [Motion # 190-05-FY17 Proclamation in Recognition of Councilmember Patrick Paschall](#)
I move that the Mayor and Council adopt a proclamation in recognition of Councilmember Patrick Paschall's dedicated service to the City of Hyattsville.

[Cover Page](#) 

[Proclamation for Patrick Paschall.docx](#) 

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Solomon
AYES:	Hollingsworth, Haba, Lawrence, Croslin, Warner, Suiter, Wright, Perry, Spell, Solomon
NAYS:	None
ABSENT:	Ward

7) Recognition in Honor of Councilmembers Ruth Ann Frazier and Patrick Paschall (8:30 p.m. - 8:40 p.m.)

Mayor Hollingsworth presented tokens of appreciation to former Councilmembers Ruth Ann Frazier and Patrick Paschall and thanked them for their dedicated service to the City.

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

- 8.b [Motion # 192-05-FY17 Assignment of Committee Liaisons](#)
I move that the Mayor and Council appoint the following Councilmembers as liaisons to City committees.
- Code Compliance Advisory Committee: Edouard Haba, Paula Perry
- Hyattsville Environment Committee: Shani Warner, Tom Wright



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD MAY 15, 2017

- Education Advisory Committee: Carrianna Suiter, Kevin Ward, Bart Lawrence
- Planning Committee: Tom Wright, Bart Lawrence
- Teen Advisory Committee: Robert Croslin
- Ethics Commission: Edouard Haba, Shani Warner
- Health, Wellness, and Recreation Advisory Committee: Carrianna Suiter, Joseph Solomon, Kevin Ward
- Police and Public Safety Citizen's Advisory Committee: Paula Perry, Erica Spell, Robert Coslin

[Cover Page](#)

Councilmember Wright asked if it was preferable to have more than one (1) Council liaison for each committee. Councilmember Solomon responded that many of the committee governing documents called for two (2) liaisons and noted that the Council had never enforced a limit on the number of liaisons. Councilmember Wright requested to be added as an Environment Committee liaison. The Council accepted the addition of his name to the Environment Committee as a friendly amendment.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Croslin
AYES:	Hollingsworth, Haba, Lawrence, Croslin, Warner, Suiter, Wright, Perry, Spell, Solomon
NAYS:	None
ABSENT:	Ward

- 8.a [Motion # 191-05-FY17 Election of City Council Officers](#)
[I move that the Mayor and Council elect the following individuals to the positions of Council President and Council Vice President. \(Details to be determined at the meeting\)](#)

[Cover Page](#)

Mayor Hollingsworth clarified that the item was for discussion with a motion intended to arise from the discussion. Mayor Hollingsworth opened the floor for nominations.

Councilmembers Haba and Lawrence were nominated for the position of Council President. After discussion, Mayor Hollingsworth took a straw poll for the selection of Council President. Councilmember Haba was selected as the Council President.

After further discussion, Councilmembers Warner and Wright were nominated for the position of Council Vice President. Mayor Hollingsworth took a straw poll for the selection of Council Vice President. Councilmember Wright was selected as the Council Vice President.

- [Motion # 191-05-FY17 Election of City Council Officers](#)
[I move that the Mayor and Council elect Edouard Haba to the positions of Council President and Thomas Wright to the position of Council Vice President.](#)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Solomon
AYES:	Hollingsworth, Haba, Lawrence, Croslin, Warner, Suiter, Wright, Perry, Spell, Solomon
NAYS:	None



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD MAY 15, 2017

ABSENT:	Ward
----------------	------

9) Discussion Items (8:50 p.m. - 9:00 p.m.)

[Cover Page](#) 

Mayor Hollingsworth provided information on the 2017-2018 legislative calendar, noting a deadline of August 31, 2017 for motions to be introduced with one (1) sponsor, adding that items submitted after the August 31 deadline would require three (3) sponsors. Mayor Hollingsworth referred her colleagues to the Council Rules of Procedure for more information on the legislative process.

10) Council Dialogue (9:00 p.m. - 9:10 p.m.)

All Councilmembers welcomed the newly elected officials. Councilmembers Suiter and Spell thanked their families for their support and presence at the swearing in ceremony. Councilmember Warner offered her congratulations to Council President Haba and Vice President Wright. Council President Haba said the Council needed to review and refine the process for the selection of officers. He said the Council would come together as a team to work for the City. Councilmember Lawrence also offered his congratulations to Council President Haba and Vice President Wright.

Mayor Hollingsworth welcomed the new Councilmembers and addressed comments regarding Council dysfunction. She said the Council had people with differing, passionate opinions and all members had a responsibility to communicate and work effectively together for the City. In closing, Mayor Hollingsworth said she looked forward to the next two (2) years.

11) Community Notices and Meetings

[Main City Calendar_May 16-June 5 2017.pdf](#) 

12) Motion to Adjourn

The meeting adjourned at 9:46 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Croslin
SECONDER:	Perry
AYES:	Hollingsworth, Haba, Lawrence, Croslin, Warner, Suiter, Wright, Perry, Spell, Solomon
NAYS:	None
ABSENT:	Ward



Hyattsville City Council Agenda Item Report

Meeting Date: October 16, 2017

Submitted by: Ron Brooks

Submitting Department: Finance

Item Type: Audit

Agenda Section: Presentations (8:30 p.m. - 9:00 p.m.)

SUBJECT

FY-2016 Audit Update (5 minutes)

HCC-86-FY18

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

The FY- 2016 audit activities continues to focus on the current review and analysis of the Trial Balance and General Ledger for all funds. We anticipate completion of this audit end of December 2017.

Next Steps:

File FY-2015 audit with the State of Maryland.

Fiscal Impact:

Late audit filings can result in loss of State Grant and loss of revenues from State Highway Funds.

City Administrator Comments:

See summary background above.

Community Engagement:

N/A

Strategic Goals:

Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?

N/A



Hyattsville City Council Agenda Item Report

Meeting Date: October 16, 2017

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Presentation

Agenda Section: Presentations (8:30 p.m. - 9:00 p.m.)

SUBJECT

Prince George's County DPW&T Presentation: Capital Bikeshare (15 minutes)

HCC-90-FY18

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Bike Share Easement Template Draft.doc](#)

[Capital BikeShare Presentation_Revised 4.3.pptx](#)

Summary Background:

On Monday, October 16, 2017, Karyn McAlister, Bicycle and Pedestrian Program Manager for DPW&T will provide the City Council with a project update detailing Prince George's County Department of Public Works & Transportation (DPW&T) roll-out of the Capital Bikeshare program. The update will include details of the network and proposed locations within the City of Hyattsville, funding and the project schedule.

Next Steps:

The presentation is to update the City of Hyattsville,. The City will be required to consent to an easement for any Capital Bikeshare stations located on City property or public right-of-way. A template easement agreement is attached is being reviewed by the City Attorney.

Fiscal Impact:

N/A

City Administrator Comments:

N/A

Community Engagement:

Prince George's County DPW&T has scheduled an open house for ____ at ____.

Strategic Goals:

Goal 2 – Ensure the Long-Term Economic Viability of the City

Legal Review Required?

Pending

THIS BIKE SHARE STATION EASEMENT, made this _____ day of _____, 2017, by and between XXXXXXXXXXXXXXX, ("the Landowner"), party of the first part, and PRINCE GEORGE'S COUNTY, MARYLAND, a body corporate and politic, (the County), party of the second part.

WITNESSETH: consideration of the sum of One (\$1.00) Dollar in hand paid the Landowner by the County, the receipt of which is hereby acknowledged, the Landowner does hereby grant and convey unto the County, its successors and/or assigns, the easement of right of way for the installation, construction, reconstruction, maintenance, repair, operation and inspection of a bike share station and appurtenances within said right of way, together with the right of ingress and egress, for any and all purposes, along the said right of way shown on the Plat or Plan annexed hereto and described as follows:

SEE ATTACHED SCHEDULE "A"

TO HAVE AND TO HOLD the said right of way for the installation of a bike share station, together with all rights, privileges, appurtenances and advantages thereto belonging or appertaining for the proper use, benefit and behoof forever of the County, its successors and/or assigns.

AND the Landowner, its heirs and/or assigns, covenants and agrees with the County, its successors and/or assigns, as follows:

FIRST: That the County, its successors and/or assigns, shall at all times have the right of ingress and egress for the purpose of installing, constructing, reconstructing, maintaining, repairing, operating and inspecting said bike share station within said right of way. Said ingress and egress to be in, through and/or over the right of way shown and described herein or along such other route as the Landowner and County may agree to be mutually acceptable.

SECOND: That the County, its successors and/or assigns, is granted the right to restrict the Landowner, its heirs and/or assigns from constructing any structure or building and/or improvement or fill or excavation upon the said right of way unless the prior written consent of the County is given thereto.



Rushern L. Baker, III
County Executive

CAPITAL BIKESHARE PRINCE GEORGE'S COUNTY

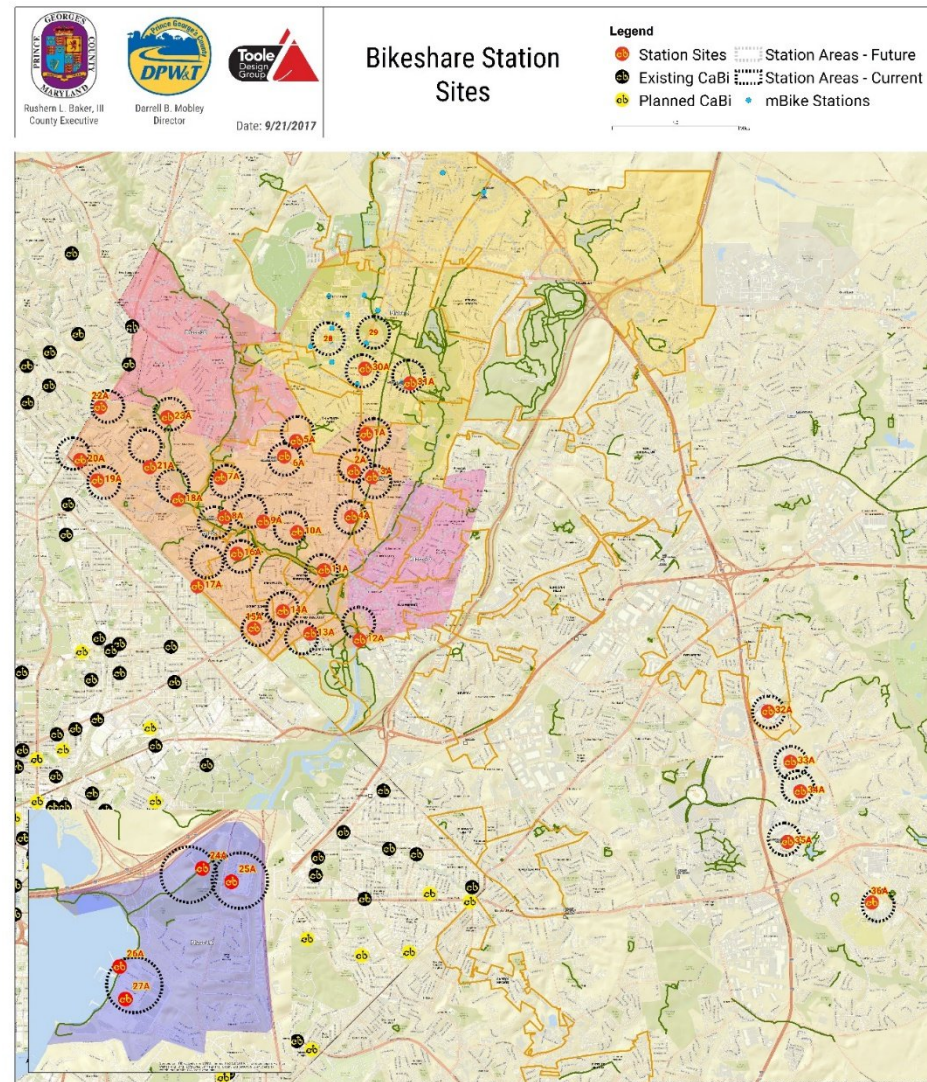


Darrell B. Mobley
Director

Bike Share System Map

Phase 1

- Hyattsville
- Riverdale Park
- Bladensburg
- Colmar Manor
- Brentwood
- Mount Rainier
- College Park
- National Harbor
- Largo
- Chillum
- Langley Park



Station Siting

- Feasibility study provided generalized locations
 - ½ mile buffer areas
- Additional consultant services to refine locations
- Criteria
 - Public land preferable
 - Solar access
 - Avoid utilities
 - Existing sidewalk
 - Close to transit, residential, commercial, bicycle facilities
- Presented 3-5 options to stakeholders for each ½ mile buffer area



Station Area #4 - Jefferson St & Baltimore Ave

NE Corner of Jefferson St & Baltimore Ave



Location A (Preferred)

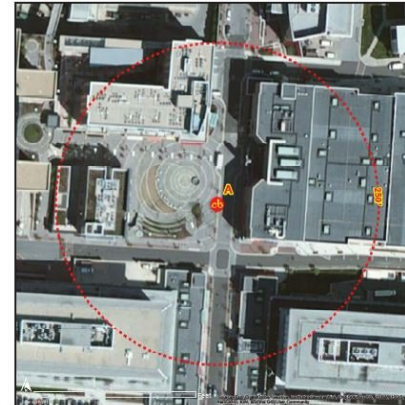


Jurisdiction: Hyattsville
Ownership: State Highway Administration
Public/Private: Public
Station Configuration: 90 Degrees (Standard)
Dock Size: 15
Solar Access: Yes
Location: Sidewalk
Concrete Pad Needed: Yes
Pedestrian Facilities: 6'+ sidewalks
ADA Curb Ramps: Present
Bike Facilities: Adjacent to Rhode Island Ave
Trolley Trail
Note: Pad would need to account for step down
between sidewalk and curb

Station Area #5 - University Center / The Mall at Prince Georges

America Blvd & Liberty Ln

Location A (Preferred)



Jurisdiction: Hyattsville
Ownership: BE UTC GSA Theatre LLC
Public/Private: Private
Station Configuration: 90 Degrees (Standard)
Dock Size: 17
Solar Access: Yes
Location: Open Space (e.g. park)
Concrete Pad Needed: No
Pedestrian Facilities: 6' + sidewalks
ADA Curb Ramps: Present
Bike Facilities: Absent

Station Area #6 - Prince George's Plaza Metro

Entrance Roundabout



Location A (Preferred)



Jurisdiction: Hyattsville
Ownership: WMATA
Public/Private: Private
Station Configuration: 90 Degrees (Standard)
Dock Size: 17
Solar Access: Yes
Location: Open Space (e.g. park)
Concrete Pad Needed: Yes
Pedestrian Facilities: 5' sidewalks
ADA Curb Ramps: Absent at roundabout
Bike Facilities: Absent

Station Area #7 - Ager Rd / Heurich Park

Nicholson St at Heurich Dog Park



Location A (Preferred)



Jurisdiction: Hyattsville
Ownership: M-NCPPC
Public/Private: Public
Station Configuration: 90 Degrees (Standard)
Dock Size: 15
Solar Access: Yes
Location: Open Space (e.g. park)
Concrete Pad Needed: Yes
Pedestrian Facilities: 5' sidewalks
ADA Curb Ramps: Absent along Nicholson St
Bike Facilities: Adjacent to Northwest Branch Trail

Station Area #8 - West Hyattsville Metro

Jamestown Rd Sidewalk



Location A (Preferred)



Jurisdiction: Hyattsville
 Ownership: WMATA
 Public/Private: Private
 Station Configuration: 90 Degrees (Standard)
 Dock Size: 17
 Solar Access: Yes
 Location: Sidewalk
 Concrete Pad Needed: Yes
 Pedestrian Facilities: 6'+ sidewalks
 ADA Curb Ramps: Absent along Ager Rd, Hamilton St, and Jamestown Rd
 Bike Facilities: Adjacent to Northwest Branch Trail. Ager Rd scheduled to be reconstructed with bike lanes

Station Area #9 - Queens Chapel Rd & Hamilton St
Hamilton St - Bestway



Location A (Preferred)



Jurisdiction: Hyattsville
Ownership: State Highway Administration
Public/Private: Public
Station Configuration: 90 Degrees (Standard)
Dock Size: 15
Solar Access: Yes
Location: Sidewalk
Concrete Pad Needed: Yes
Pedestrian Facilities: 4' sidewalks
ADA Curb Ramps: Absent at 35th Pl
Bike Facilities: Absent

Station Area #10 - Hamilton St & 38th St / Magruder Park

Hamilton Pool



3.50 in

Location A (Preferred)



Jurisdiction: Hyattsville
Ownership: Hyattsville
Public/Private: Public
Station Configuration: 90 Degrees (Standard)
Dock Size: 15
Solar Access: Yes
Location: Open Space (e.g. park)
Concrete Pad Needed: Yes
Pedestrian Facilities: 5' sidewalks
ADA Curb Ramps: Present
Bike Facilities: Bike lanes present

Station Area #11 - Charles Armentrout Dr & Rhode Island Ave / Melrose Skatepark

Melrose Skatepark

Location A (Preferred)



Jurisdiction: Hyattsville
Ownership: M-NCPPC
Public/Private: Public
Station Configuration: 90 Degrees (Standard)
Dock Size: 15
Solar Access: Yes
Location: Open Space (e.g. park)
Concrete Pad Needed: Yes
Pedestrian Facilities: 4' sidewalks
ADA Curb Ramps: Present
Bike Facilities: Adjacent to Northwest Branch Trail, Anacostia Tributary Trail System, and Levee Trail

Schedule

- October 30th
 - Transportation Alternatives Program (TAP) and Maryland Bikeways Award Notification
- Fall
 - Community Meeting
 - Executing Vendor Contracts and Order Stations and Bicycles
- Fall/Winter
 - Acquire Easements
 - Develop Bike Share Subsidy Program
- Late Spring/Early Summer 2018
 - Bicycle Safety Classes: Learn to Ride and City Cycling
 - Phase 1 Launch!





Hyattsville City Council Agenda Item Report

Meeting Date: October 16, 2017

Submitted by: Nicola Konigkramer

Submitting Department: City Clerk

Item Type: Presentation

Agenda Section: Presentations (8:30 p.m. - 9:00 p.m.)

SUBJECT

Community Crisis Services, Inc. (10 minutes)

HCC-91-FY18

Recommendation:

Sponsor(s):

Executive Committee

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

Bill Leary, Development Director from Community Crisis Services, Inc. will present an overview of the organization, and review the services available to residents in the City.

Next Steps:

N/A

Fiscal Impact:

N/A

City Administrator Comments:

N/A

Community Engagement:

N/A

Strategic Goals:

Goal 3 – Promote a Safe and Vibrant Community

Legal Review Required?

N/A



Hyattsville City Council Agenda Item Report

Meeting Date: October 16, 2017
Submitted by: Nicola Konigkramer
Submitting Department: Legislative
Item Type: Appointment
Agenda Section: Consent Items (9:00 p.m. - 9:05 p.m.)

SUBJECT

Appointment to Police and Public Safety Citizens' Advisory Committee

HCC-92-FY18

Recommendation:

I move that the Mayor and Council appoint Mark Webb (Ward 2) to the Police and Public Safety Citizens' Advisory Committee for a term of 2 years, ending on October 16, 2019.

Sponsor(s):

Warner

Co-Sponsor(s):

Spell

ATTACHMENTS

[Mark Webb Application_Redacted.pdf](#)

Summary Background:

See attached application.

Next Steps:

Upon appointment, the staff liaison will reach out to the new appointee to invite them to attend the next meeting, Please note all meetings of the committee are open to the public.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval.

Community Engagement:

Agendas for the Police and Public Safety Advisory Committee Meetings will be posted on the City's website. Meetings are open to the public and all are encouraged to attend.

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance

Action 1.1 - Provide information and opportunities for resident participation in civic endeavors.

Legal Review Required?

N/A

Board, Committee and Commission Application

Profile

Mark

First Name

Webb

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

To find your City Ward, click on this link! <http://www.hyattsville.org/538/Residency-Verification-Page>

Ward *

☒ Ward 2

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Police & Public Safety Citizens' Advisory Committee: Submitted

Self-nomination

Referred By:

Biographical Statement

I am a recently retired Federal Executive (Director of Security) with more than 37-years of combined Military and Federal government experience specializing in law enforcement, counterintelligence and program management. For several years prior to my retirement in 2016, I managed a staff of more than 200 civil servants and federal contractors overseeing programs in the area of background investigations, physical security of facilities domestic and abroad, developed and managed fiscal funding in excess of thirty-million dollars to protect the lives of federal workers. I retired as a member of the Senior Executive Service. I believe my years of experience, and my residency of eighteen years in Hyattsville make me a keen choice to serve as a member of the Police&Public Safety Citizens Advisory Committee.



Hyattsville City Council Agenda Item Report

Meeting Date: October 16, 2017

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Proclamation

Agenda Section: Consent Items (9:00 p.m. - 9:05 p.m.)

SUBJECT

Proclamation for Economic Development Week

HCC-88-FY18

Recommendation:

I move that the Mayor and Council proclaim October 22 - 28, 2017 as Economic Development Week in the City of Hyattsville.

Sponsor(s):

Executive Committee

Co-Sponsor(s):

N/A

ATTACHMENTS

[Economic Development Week Proclamation 2017.docx](#)

Summary Background:

Celebrated Monday, October 22 through Saturday, October 28, the week-long event will showcase how economic development transforms lives. Events and activities hosted by various economic development organizations will showcase the efforts and initiatives improving business retention, job growth and quality of life for Maryland residents.

The City of Hyattsville has made the commitment to celebrate Economic Development Week in order to emphasize the importance of economic development for the State of Maryland to the general public. The week is designed to increase an understanding of economic development's contribution to the State's business climate, job retention and growth, the tax base and the overall quality of life in Maryland.

Next Steps:

No additional City Council action is required.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval.

Community Engagement:

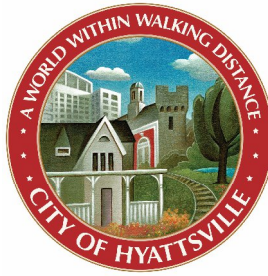
The week-long event will showcase how economic development transforms lives. Events and activities hosted by various economic development organizations will showcase the efforts and initiatives improving business retention, job growth and quality of life for Maryland residents.

Strategic Goals:

Goal 2 – Ensure the Long-Term Economic Viability of the City

Legal Review Required?

N/A



**PROCLAMATION RECOGNIZING OCTOBER 22nd – 28th, 2017
AS ECONOMIC DEVELOPMENT WEEK
IN THE CITY OF HYATTSVILLE**

WHEREAS, the City of Hyattsville is an active member of the Maryland Economic Development Association (MEDA), a non-profit organization established in 1961 whose mission is to enhance the knowledge and skills of its members, encourages partnerships and networking among people committed to bringing jobs and capital to Maryland, and promotes economic development as an investment in Maryland; and

WHEREAS, MEDA members promote the economic well-being of Maryland by working to improve the state's business climate and the professionalism of those in the field of economic development including other professionals with an interest in the economy of Maryland, and through its regular meetings, special programs and projects, members address diverse issues; and

Whereas, the economic growth and stability of the State affects all regions and jurisdictions of Maryland, and the City of Hyattsville is an important component of the State's economic success, and will highlight those successes by highlighting commercial façade improvement project reinvestments, celebrating locally owned small businesses, Smart Growth redevelopment at the City's metro stations and public placemaking efforts.

NOW, THEREFORE BE IT RESOLVED, that the City of Hyattsville City Council hereby declares the week of October 22nd – 28th, 2017, as Economic Development Week in Hyattsville, and asks all to join with us to recognize and reaffirm the importance of economic development locally and statewide.

Candace B. Hollingsworth
Mayor
City of Hyattsville

October 16, 2017



Hyattsville City Council Agenda Item Report

Meeting Date: October 16, 2017

Submitted by: Laura Reams

Submitting Department: Finance

Item Type: Personnel

Agenda Section: Consent Items (9:00 p.m. - 9:05 p.m.)

SUBJECT

Health Care, Prescription Drug and Dental Care Rates for CY 2018

HCC-75-FY18

Recommendation:

I move that the Mayor and Council approve the 2018 calendar year Health Insurance premium costs that maintains the current City and employees contributions in all plans except the Kaiser HMO Plan includes a slight increase in the employee contribution; makes no changes to the employee contributions to the Prescription Drug or Dental plans and includes a 3% administrative fee increase in Delta Dental HMO.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Health Ins. Rates 2018 \(2\).pdf](#)

Summary Background:

On September 28, 2017, the City received the new State of Maryland calendar year (CY) 2018 Health Care Program guidance. The Director of Human Resources and City Treasurer provided an update to the Council on October 2, 2017 on the CY-2018 rates.

The Open Enrollment period began on October 12, 2017 and runs through November 15, 2017. During this period, employees are given the opportunity to add, drop or change coverage plans to best meet their individual or family needs. These new rates will become effective January 1, 2018.

Next Steps:

The Council discussed the rates on October 2. Upon approval, the administration will meet with City employees to provide a overview of the 2018 Health Care Plans and rates.

Fiscal Impact:

3% administrative fee increase in Delta Dental HMO

City Administrator Comments:

Recommend Approval.

Community Engagement:

N/A

Strategic Goals:

Foster Excellence in all City Operations.

Legal Review Required?

N/A

Candace B. Hollingsworth
Mayor



Tracey Nicholson
City Administrator

DATE: October 4, 2017
TO: Mayor and Council
CC: Tracey Nicholson, City Administrator
FROM: Vivian Snellman, HR Director
SUBJ: Health Care, Prescription Drug, and Dental Plan Rates for CY 2018

The following update as briefed on October 2, 2017 is provided for your information.

Health Insurance Plans: We are pleased to inform the Mayor and Council that there was no increase to 4 of the City's 5 State of Maryland health insurance premium rates for CY2018. The Kaiser HMO plan which is the city's newest and lowest cost program will increase slightly. There are 18 employees currently enrolled in the Kaiser plan. The City pays a flat rate to the State based on "Employee Only; Employee plus 1, and Employee and Family". The staff recommends the City's flat rate contribution remain the same for calendar year 2018.

Prescription Drug Plan: The State has changed from Express Scripts to CVS Caremark. There is a slight decrease to the administrative fees associated with this change but no change to employee costs for 2018.

Dental Plans: There was a slight increase to the administrative fees for the Delta Dental Programs in 2018. The City will absorb these fees and again there will be no change to employee costs for 2018.

Open Enrollment: The State required open enrollment period begins October 12, through November 15, 2017. During this period, employees can add, drop, or change coverage to best meet their needs and to be effective January 1, 2018 through December 31, 2018. On October 10, we will provide the employees with a personalized enrollment package along with our Council recommendation which is pending approval.

CITY OF HYATTSVILLE

4310 Gallatin Street, Hyattsville, MD 20781 | Tel 301/985-5000 | Fax 301/985-5007 | www.hyattsville.org



Hyattsville City Council Agenda Item Report

Meeting Date: October 16, 2017

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Ordinance

Agenda Section: Action Items (9:05 p.m. - 9:45 p.m.)

SUBJECT

Hyattsville Ordinance 2017-04: Amendment to Section 114-74 - Vehicle Impound Ordinance (SECOND READING/ADOPTION) (5 minutes)

HCC-43-FY18

Recommendation:

I move that the Mayor and Council adopt Hyattsville Ordinance 2017-04, an Ordinance whereby the City Council amends the Code to reiterate and clarify that code enforcement and parking enforcement officers have the authority to "boot," take into custody, or impound vehicles in certain situations (SECOND READING & ADOPTION).

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[HO_2017-04_Impound_Ordinance_Amendment_10.16.17_FINAL \(1\).docx](#)

[Memo - Impoundment Ordinance.docx](#)

Summary Background:

In FY-2012, Parking Compliance operations were transferred from the Police Department to Community & Economic Development. The City Code was not revised to transfer administrative operations regarding impounding of vehicles as defined within Chapter 114-74. As an interim procedure, when vehicles require impounding, the Parking Compliance staff secure the verbal approval of the Police Department Lieutenant on-duty by contacting the PD Communications Staff. A police officer responds to the scene and if required, attends any potential adjudication proceedings.

The City Attorney has recommended an amendment to Chapter 114-74 for the City Council's consideration. The intent of the amendment is for the City Code to reflect consistency with the efficient administration of City operations. The proposed amendment language is as follows:

"B. Pursuant to Maryland Annotated Code, Transportation Article, section 25-201(e)(6), as may be amended, and section 114-3 of this Code, code enforcement officers and parking enforcement officers are designated as having the authority to "boot," take into custody, and impound vehicles in accordance with this section and procedures established by the Police Department. Nothing herein shall be construed to limit the City of Hyattsville Police Department's authority."

Next Steps:

The Council discussed this item on September 18. A first reading of the ordinance was held on October 2. Adoption of the ordinance is scheduled for October 16, 2017 with an effective date of November 5, 2017. 53

Fiscal Impact:

N/A

City Administrator Comments:

The code was written when parking compliance was part of the Hyattsville Police Department. The current process requires police approval and presence of an officer which competes with higher priority, time sensitive police assignments. The City will draft administrative procedures for internal approvals.

Community Engagement:

The proposed ordinance was not referred to the Code Committee as revisions to Chapter 114-74 are administrative and do not modify the intent of the Chapter.

Strategic Goals:

Goal 4 – Foster Excellence in all City Operations

Legal Review Required?

Complete

**CITY OF HYATTSVILLE
ORDINANCE 2017-04**

An Ordinance whereby the City Council amends the Code to reiterate and clarify that code enforcement and parking enforcement officers have the authority to “boot,” take into custody, or impound vehicles in certain situations.

WHEREAS, Maryland Annotated Code, 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, Section 3, Chapter 114 of the City Code, specifically designates City police, code enforcement, and parking enforcement officers as persons vested with the authority to enforce the provisions of said Chapter and have been so vested since at least the enactment of section 114-3; and

WHEREAS, the Mayor and City Council deem it in the best interest of its citizens to amend section 114-74 of the City Code to reiterate and clarify that code enforcement and parking enforcement officers are designated with the authority to take into custody and impound vehicles that are unattended and/or vehicles that are abandoned.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Hyattsville in regular session assembled that section 114-74 of the Hyattsville Code is hereby amended to read as follows:

1 **§ 114-74. Impoundment procedures; reclamation. [Amended 3-5-14 by HO 2014-02]**

2 A. The Police Department may “boot” or take into custody and impound:

3 (1) Any unattended vehicle parked or left standing on any highway or street in the city or on
4 any property owned or leased by the city in violation of any traffic or parking regulation.

5 (2) Any unattended vehicle for which five (5) or more outstanding parking or parking meter
6 violation citations have accumulated and matured to the maximum fine.

7 B. Pursuant to Maryland Annotated Code, Transportation Article, section 25-201(e)(6), as may
8 be amended, and section 114-3 of this Code, code enforcement officers and parking enforcement
9 officers are designated as having the authority to “boot,” take into custody, and impound vehicles
10 in accordance with this section and procedures established by the Police Department. Nothing
11 herein shall be construed to limit the City of Hyattsville Police Department’s authority.

12 C. ~~B.~~ The provisions of Title 25, Subtitle 2, of the Maryland Vehicle Law (§ 25-201 et seq. of
13 the Transportation Article of the Annotated Code of Maryland) shall apply with respect to the
14 removal, storage, reclamation and disposal of any vehicle taken into custody pursuant to
15 Subsection A and B above.

16 D. ~~€.~~ In addition to any information required to be contained in the notices given under Title
17 25, Subtitle 2, of the Maryland Vehicle Law, information as to the nature and circumstances of
18 the traffic or parking violation or violations on account of which a vehicle is impounded shall be
19 given to the owner or other person normally in charge of such vehicle.

20 E. ~~Đ.~~ In addition to paying all towing, preservation and storage charges resulting from taking or
21 placing the vehicle in custody, the owner ~~or person normally in charge~~ of such vehicle shall also
22 be liable for any fine or forfeiture resulting from the violation or violations for which the vehicle

1 was impounded, and such vehicle shall not be released until either written receipt is displayed
2 showing payment of such fine or forfeiture or collateral in the sum of twenty-five dollars
3 (\$25.00) per violation is posted for appearance of the owner or person normally in charge of such
4 vehicle in the people's court of the county to answer the violation or violations on account of
5 which the vehicle was impounded.

6 **AND BE IT FURTHER ORDAINED** that if any provision of this Ordinance or the
7 application thereof to any person or circumstance is held invalid for any reason, such invalidity
8 shall not affect the other provisions or any other applications of the Ordinance which can be given
9 effect without the invalid provision or applications, and to this end, all the provisions of this
10 Ordinance are hereby declared to be severable;

11 **AND BE IT FURTHER ORDAINED** that this Ordinance shall take effect twenty (20)
12 days from the date of its adoption;

13 **AND BE IT FURTHER ORDAINED** that a fair summary of this ordinance shall
14 forthwith be published twice in a newspaper having general circulation in the City and otherwise
15 be made available to the public.

16 **INTRODUCED** by the City Council of the City of Hyattsville, Maryland, at a regular
17 public meeting on October 2, 2017.

18 **ADOPTED** by the City Council of the City of Hyattsville, Maryland, at a regular public
19 meeting on October 16, 2017.

Adopted: October 16, 2017

Effective: November 5, 2017

Attest: _____
Laura Reams, City Clerk

Candace B. Hollingsworth, Mayor

20
21
22 { } indicate deletions

23 Underline indicates additions

24 Asterisks * * * Indicate matter retained in existing law but omitted herein



Memo

To: City Council

From: Jim Chandler, Director, Community and Economic Development

CC: Tracey Nicholson, City Administrator
Douglas K. Holland, Chief of Police
Chris Giunta, Manager, Code & Parking Compliance

Date: September 5, 2017

Re: Chapter 114-74 – Vehicle Impound Ordinance

This memorandum provides the City Council with details regarding a proposed administrative amendment to Chapter 114-74.

Background Information

In FY2012, Parking Compliance operations were transferred from the Police Department to Community & Economic Development. Chapter 114-74 of the City Code. The transfer of administrative operations did not include revisions to the City Code to reflect authorities for impounding of vehicles defined within Chapter 114.

The City Attorney has recommended an amendment to Chapter 114-74 for the City Council's consideration. The intent of the amendment is for the City Code to reflect consistency with the administration of City operations. The proposed amendment language is as follows:

"B. Pursuant to Maryland Annotated Code, Transportation Article, section 25-201(e)(6), as may be amended, and section 114-3 of this Code, code enforcement officers and parking enforcement officers are designated as having the authority to "boot," take into custody, and impound vehicles in accordance with this section and procedures established by the Police Department. Nothing herein shall be construed to limit the City of Hyattsville Police Department's authority."

Staff Comments

As an interim procedure, when vehicles are eligible for impounding, CED Parking Compliance staff has secured the verbal approval of the Police Department Lieutenant on-duty, through PD Communications Staff. This interim process is not intended as a long-term operational solution, as it requires additional Police Department resources both in the administration of impounding services and cases requiring City Staff to be present during adjudication.



Hyattsville City Council Agenda Item Report

Meeting Date: October 16, 2017

Submitted by: Jim Chandler

Submitting Department: Legislative

Item Type: Legislative

Agenda Section: Action Items (9:05 p.m. - 9:45 p.m.)

SUBJECT

Hyattsville Ordinance 2017-05: Pet Waste (SECOND READING/ADOPTION) (5 minutes)

HCC-63-FY18

Recommendation:

I move that the Mayor and Council introduce Hyattsville Ordinance, 2017-05, an Ordinance whereby the City of Hyattsville establishes requirements for the proper disposal of solid pet waste in the City of Hyattsville so as to protect public health, safety and welfare (SECOND READING & ADOPTION).

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[HO 2017-05 Pet Waste Ordinance - 10.16.17 FINAL.docx](#)

[Memo - Pet Waste Ordinance.docx](#)

[MinutesrMarch_15_17_Approved.doc](#)

[Code Committee Recommendation - June 21, 2017.doc](#)

[Pet Waste - Leash Up Poster](#)

Summary Background:

The attached ordinance was drafted by the City Attorney in response to the Council's directive to provide residents with clear regulations for disposal of pet waste for domesticated animals to help maintain clean, healthy, and safe communities. The staff will identify required equipment, supplies, and administrative procedures to provide for sufficient disposal in public spaces.

Next Steps:

This item was discussed by the City Council on September 18, 2017. A first reading of the ordinance was held on October 2. Adoption of the ordinance is scheduled for October 16, 2017 with an effective date of November 5, 2017.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval.

Community Engagement:

The Code Compliance Committee reviewed the draft ordinance in April and June 2017 and requested a public awareness campaign as detailed in the attached. City Staff reviewed the proposed language and created a public awareness poster, which will be widely distributed and available in English and Spanish.

Strategic Goals:

Goal 3 – Promote a Safe and Vibrant Community

Legal Review Required?

Complete

CITY OF HYATTSVILLE
ORDINANCE 2017-05

An Ordinance whereby the City of Hyattsville establishes requirements for the proper disposal of solid pet waste in the City of Hyattsville so as to protect public health, safety and welfare, ~~and to prescribe the penalties for failure to comply.~~

WHEREAS, Maryland Annotated Code, 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 Council desire to establish requirements for the proper disposal of solid pet waste in order to protect the health, comfort and convenience of the residents of the City of Hyattsville; and

WHEREAS, the addition of the new provisions regarding pet waste to Chapter 65 require Chapter 65's existing Article VII, which contains the penalty provisions for Chapter 65, to be recodified as Chapter 65, Article VIII; and

WHEREAS, the Mayor and Council desire that the new Pet Waste Article in Chapter 65 and existing Chapter 52, Dogs and Other Animals, each contain a cross-reference to the other so that these provisions may be located more easily.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Hyattsville in regular session assembled that the penalty provision presently codified as Chapter 65, Article VII, § 65-27 of the City Code is repealed and reenacted without substantive change in the City of Hyattsville Code to read as follows:

ARTICLE VIII

Penalty

§ 65-29. Violations and penalties.

In addition to any remedy provided by this Chapter, violations of this Chapter shall be punishable as a municipal infraction as provided in Chapter 20 of this Code. The fine for any single initial

violation shall be one hundred dollars (\$100.00), and the fine for each repeat of that offense shall be two hundred dollars (\$200.00).

AND BE IT FURTHER ORDAINED by the City Council of the City of Hyattsville in regular session assembled that Chapter 65 of the City of Hyattsville Code is hereby amended to add Article VII, Solid Pet Waste, which is to read as follows:

ARTICLE VII†

Solid Pet Waste

§ 65-27. Requirements for disposal.

A. All pet owners are required to dispose of a pet's solid waste deposited on any property, public or private, not owned or possessed by that person. Disposal of said waste shall occur immediately and without delay.

B. All domesticated animals kept for amusement or companionship shall be considered pets within the meaning of this Article.

C. For the purposes of this Article, a pet owner shall be any person who possesses, maintains, houses, or harbors any pet or otherwise has custody of any pet, regardless of whether the person is the actual owner of such pet.

D. Disposal of a pet's solid waste shall consist of placing the solid waste in a designated waste receptacle or other suitable container, or discarded in a refuse container which is regularly emptied by the municipality or some other refuse collector; or introducing the solid waste, free of any container, bag, or handling device, into a system designed to convey domestic sewage for proper treatment and disposal.

§ 65-28. Animals exempt from requirements for disposal.

A. A professionally trained disability assistance animal shall be exempt from the provisions of this Article while such animal is being used for that purpose.

B. An animal owned by a law enforcement or other governmental agency shall be exempt from the provisions of this Article while such animal is being used for that purpose.

†Related legislation is found in Chapter 52, Dogs and Other Animals.

AND BE IT FURTHER ORDAINED by the City Council of the City of Hyattsville in regular session assembled that Chapter 52 is amended to include the following cross-reference:

Chapter 52†

†Related legislation is found in Chapter 65, Article VII, Solid Pet Waste.

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 October 2, 2017.

ADOPTED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on October 16, 2017.

Adopted: October 16, 2017

Effective: November 5, 2017

Attest: Laura Reams, City Clerk

Candace B. Hollingsworth, Mayor

{-} indicate deletions

Underline indicates additions

Asterisks * * * Indicate matter retained in existing law but omitted herein



Memo

To: City Council
From: Jim Chandler, Director, Community and Economic Development
CC: Tracey Nicholson, City Administrator
Douglas K. Holland, Chief of Police
Chris Giunta, Manager, Code & Parking Compliance
Date: September 14, 2017
Re: Pet Waste Ordinance

As directed the City Attorney has drafted a 'Pet Waste' Ordinance for the purposes of further defining the City of Hyattsville's regulations regarding the disposal of pet waste/matter.

Staff Comments

The term 'domesticated' was inserted into the ordinance to define the types of animals subject to the provisions of the ordinance, intentionally excluding migratory animals. The language as drafted enables the City to retain the word 'harboring' without creating a conflict with Prince George's County law.

Staff is recommending that enforcement of this ordinance through the establishment of administrative procedures.

CITY OF HYATTSVILLE
CODE COMPLIANCE ADVISORY COMMITTEE MINUTES
WEDNESDAY, APRIL 19 2017

Jeff Moulton, Vice Chair
Gloria Felix-Thompson, Secretary
Joy M. Jeffries, Member
Nicolas Michels
Joy Jeffries (arrived at 7:05pm)
Chris Giunta, Manager, Code & Parking Compliance

Agenda: Introductions
Review and approval of the March 2017, meeting minutes
Update on Code issues, Chris Giunta

The committee voted unanimously to approve the January 2017 meeting minutes.

The Model Chapter 52 (Dogs & Other Animals) Chapter 52-2 (Actions Considered Public Nuisance) was accepted and shall be forwarded as a recommendation to Council

It was decided that the next meeting will be June 21, 2017

Adjourned at 7:40pm

Respectfully submitted Gloria Felix-Thompson, Secretary

On Wednesday, June 21, 2017, the Code Compliance Advisory Committee voted to recommend that the City Council direct staff to:

- ❖ create temporary signs (so that they can be moved to locations where lots of loose dogs are sighted) that show an **attention getting** dog on a leash, states: "By order of the City of Hyattsville: all Dogs/Pets must be Leashed and under Owner Control at **ALL** Times. Violators will be fined. For Animal Emergencies please contact Prince George's County Animal Control at 301-780-7200 or the City of Hyattsville Police Department at 301-985-5050."
- ❖ that the city engage in a public awareness campaign by posting the leash requirement frequently to its social media pages, the Hyattsville Reporter and on Hyattsville TV.

so that greater awareness of the leash law and its consequences by residents is created.

Leash Up! It's the Law.

The City of Hyattsville requires that all pets must be leashed and under owner control at all times. Violators are subject to fines of up to \$200.



For **Animal Emergencies**
contact Prince George's
County Animal Control at
301-780-7200

or the City of Hyattsville
Police Department at
301-985-5050

67





Hyattsville City Council Agenda Item Report

Meeting Date: October 16, 2017

Submitted by: Lesley Riddle

Submitting Department: Public Works

Item Type: Grant

Agenda Section: Action Items (9:05 p.m. - 9:45 p.m.)

SUBJECT

FY18 CIP Budget Amendment and Appropriation: National Fitness Campaign (10 minutes)

HCC-85-FY18

Recommendation:

I move that the Mayor and Council authorize the City Treasurer to amend the FY18 Capital Improvements Fund budget and appropriate \$80,000 to purchase outdoor fitness court related equipment from the National Fitness Campaign - Fitness Court Program Grant in accordance with an executed agreement with The National Fitness Campaign.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[NFC Grant Memo \(1\) \(1\) \(Tracey Nicholson\).docx](#)

[NFC Photo 1.jpg](#)

[NFC Photo 2.jpg](#)

Summary Background:

The National Fitness Campaign (NFC) installs outdoor “fitness courts” in parks, on public trails and other outdoor locations for public exercise. The NFC invited the City of Hyattsville to apply for a \$10,000 grant from Fit Radio to help offset the \$90,000 cost of installing a Fitness Court. The City intends to apply for a Department of Natural Resources Community Parks and Playground grant to cover the remaining \$80,000 and will also address the requirement in the FY2019 budget.

The staff is exploring potential sites, but the application tentatively listed Magruder Park as a possible location due to the spatial requirements of the Fitness Court, and being on City owned property. This can be changed as we move through the process. The application also asked the City to agree to several partnership initiatives, such as hosting an opening day celebration and promoting the use of the Fitness Court in social media platforms.

The National Fitness Campaign initiative was approved by Council on September 18th, and coming back to Council for funding approval.

Next Steps:

If approved, the City will enter into an MOU with NFC for the fitness court to be installed in the 3rd or 4th quarter of CY2018, City budget FY19.

Fiscal Impact:

This project will be included in the FY19 Capital Improvements Budget.

City Administrator Comments:

Recommend Support. This is a creative Healthy Eating Active Living (HEAL) initiative and a great way to promote exercise and wellness in the community.

Community Engagement:

We intend to engage the community to determine the most desirable location for placement of the outdoor fitness court.

Strategic Goals:

Goal 2 – Ensure the Long-Term Economic Viability of the City

Legal Review Required?

Pending



Memo

To: Mayor and City Council

CC: Tracey Nicholson, City Administrator

From: Katie Gerbes, Community Planner

Date: 14 September, 2017

Re: National Fitness Campaign Fitness Court & Grant Program

This memorandum provides an update on Hyattsville's participation in the National Fitness Campaign.

The National Fitness Campaign (NFC) installs outdoor "fitness courts" in communities to provide safe public spaces for residents to exercise. Fitness courts are installed in parks, along public trails and at other public facilities. The NFC was pre-approved to give out 50 grants to the first 50 cities to apply for a fitness court through their program. In June 2017, Trent Matthias from the National Fitness Campaign reached out to the Mayor and the City staff and invited Hyattsville to apply.

We submitted our application in early June and on June 22, 2017, were informed that Fit Radio would provide a \$10,000 grant towards the \$90,000 cost of installing a Fitness Court. The City intends to apply for a Department of Natural Resources Community Parks and Playground grant to cover the remaining \$80,000 cost. The required funding could also be addressed in the FY2019 budget.

The grant is nonbinding, but our application and acceptance shows the City's commitment to moving forward and provides NFC resources to help with planning and installation.

The staff is exploring potential sites, but our application tentatively listed Magruder Park as our proposed location given the spatial requirements of the Fitness Court, coupled with being on City owned property. This can be changed as we move through the process. The application also asked the City to agree to several partnership initiatives, such as hosting an opening day celebration and promoting the use of the Fitness Court in social media platforms.

If approved, the City will enter into an MOU with NFC for the fitness court to be installed in the 3rd or 4th quarter of CY2018.







Hyattsville City Council Agenda Item Report

Meeting Date: October 16, 2017

Submitted by: Jim Chandler

Submitting Department: Finance

Item Type: Planning & Development

Agenda Section: Action Items (9:05 p.m. - 9:45 p.m.)

SUBJECT

Payment in Lieu of Taxes (PILOT) Ordinance (10 minutes)

HCC-78-FY18

Recommendation:

I move that the City Council direct the City Attorney, in consultation with the City Treasurer and Director of Community & Economic Development, to draft an enabling ordinance authorizing the City Council to consider a Payment in Lieu of Taxes (PILOT) to support a request by Montgomery Housing Partnership (MHP) the renovation of Parkview Manor Apartments, an affordable housing property, located at 5040 38th Avenue, Hyattsville, Maryland 20782.

Sponsor(s):

Hollingsworth

Co-Sponsor(s):

Spell, Solomon, Haba, Ward

ATTACHMENTS

[Memo - Scheduling Public Hearing - MHP.docx](#)

[Memo - MHP Affordable Housing Discussion - 8.1.2017.docx](#)

[MHP 15 Year Tax Credit Request.xls](#)

[PG_County_Council_Agenda_Summary.pdf](#)

[PM Pro Forma 6-9-17.pdf](#)

Summary Background:

The City will consider a Payment in Lieu of Taxes (PILOT) request by Montgomery Housing Partnership (MHP) for the subject property, Parkview Manor Apartments, located at 5040 38th Avenue, Hyattsville, Maryland 20782.

MHP is proposing a renovation of the 53-unit affordable housing project and is requesting the City of Hyattsville consider approval of a 15-year tax credit term to not exceed \$225,000. MHP has requested a term of at least 15-years in order to coincide with the 15-year minimum term for affordability restrictions. It is MHP's intent to extend the affordability term for additional 25-years, for a total term of 40-years.

Based on the assumption detailed above and contained within the attached spreadsheet, Staff is projecting a cumulative tax revenue value of \$268,013 - \$342,787, which will generate a net cumulative value of \$43,013 - \$117,787, should the City Council elect to approve a 15-year tax credit term to not exceed \$225,000.

Next Steps:

The City Attorney will prepare an enabling ordinance for the City Council's consideration.

Fiscal Impact:

The proposed PILOT is for 10-years at a value not to exceed \$225,000.

City Administrator Comments:

N/A

Community Engagement:

As required by Maryland State Law, the City held a public hearing at 7:30 PM on Monday, October 2, 2017 to consider the project and the staff recommendations prior to introducing any ordinance regarding a Payment in Lieu of Taxes (PILOT) request.

Strategic Goals:

Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?

Pending



Memo

To: City Council

From: Jim Chandler, Director, Community and Economic Development

CC: Tracey Nicholson, City Administrator
Ron Brooks, City Treasurer
Katie Gerbes, Community Planner

Date: September 6, 2017

Re: Scheduling Public Hearing – Montgomery Housing Partnership

Background Information

On May 1, 2017, Montgomery Housing Partnership (MHP) presented to the City Council a request for public financing to support the renovation of Parkview Manor Apartments. At the August 2017 City Council meeting, the City discussed support a City tax abatement an amount not to exceed a total investment \$225,000 over a 15-year term.

Staff Comments

It is the legal opinion of the City Attorney that a Public Hearing is necessary to both provide a platform for public comment and for the City Council to direct staff to prepare an agreement for adoption by the body. Legal Counsel, in working with the Finance Department and Department of Community & Economic Development will advise whether a resolution or ordinance is the appropriate authorizing mechanism for the City to provide Montgomery Housing Partnership (MHP) with public financing.

Action

It is Staff's recommendation for the City Council to schedule a public hearing for 7:30 PM on Monday, October 2, 2017 to consider this request for public financing. Staff will prepare an authorizing document for consideration at the City Council meeting scheduled for October 16, 2017.



Memo

To: Mayor and City Council

From: Jim Chandler, Asst. City Administrator & Director, Community and Economic Development
Katie Gerbes, Community Planner

CC: Tracey Nicholson, City Administrator
Ron Brooks, City Treasurer

Date: October 1, 2017

Re: Parkview Manor PILOT

Attachments: Montgomery Housing Partnership (MHP) Parkview Manor Apartments Project

On Monday, May 1, 2017 Montgomery Housing Partnership (MHP) presented the City Council with details of the financing for the renovation of Parkview Manor Apartments. At the request of the City Council, MHP has provided the City with an updated financial pro forma detailing the project financing.

Parkview Manor

Parkview Manor is a 53-unit apartment complex located at 5040 38th Avenue in Council Ward 5. Montgomery Housing Partnership (MHP), an affordable housing developer based out of Montgomery County, became the full owner of the property in 2015. Montgomery Housing Partnership currently operates 29 affordable housing communities in Montgomery and Prince George's counties.

The apartment complex is in need of significant renovations, which include: conversion of two units to meet Americans with Disabilities Act requirements; replacement of the plumbing system; repairs to the electrical wiring; new windows; new flooring; new bathroom appliances and fixtures; new kitchen cabinets and counters; replacement of kitchen appliances; new washers and dryers; and exterior repairs to the building and parking lots. The cost of these renovations is estimated at just over \$73,000 per unit, for a total direct investment of over \$3.88 million into the complex. MHP has provided a full list of the necessary renovations, which is attached to this memo.

Units in Parkview Manor are structured as follows:

- Six (6) units are set aside for residents making less than 30% AMI (\$32,400);
- Forty (40) units are reserved for residents making less than 50% AMI (\$54,000);

- Seven (7) units are reserved for residents making less than 60% AMI (\$64,800).

After the renovation is complete, rents for residents qualifying with 60% AMI will be \$875/month for a one-bedroom unit, \$950/month for a two-bedroom unit and \$1,040/month for a two-bedroom townhouse. Rents for the 30% and 50% AMI groups would be lower to account for their lower income.

Project Financing

On June 29, 2017 the Prince George's County approved a 40-year Payment In Lieu of Taxes (PILOT) that will forgo \$687,544 in County tax revenue of the term. A copy of the Committee Report is attached to this item.

MHP has provided the City with an updated pro forma statement, 'Operating Expense and Fee Assumptions' which includes a financial projection based on the County's PILOT commitment and the financial picture, should the City of Hyattsville be agreeable to granting a reduction in City property taxes.

It is at the discretion of the City Council to determine whether to proceed with granting MHP's request and scheduling of a public hearing to formally approve of any such request to approve of a reduction in City tax revenue.

Montgomery Housing Partnership is in the process of finalizing its construction financing and so if the City Council is interested in providing financial assistance for the Parkview Manor renovation project.

15-Year Value Projection				15-Year Value Projection			
Year	Assessed Value	Annual Property Tax Revenue	Cumulative Property Tax Revenue	Year	Assessed Value	Annual Property Tax Revenue	Cumulative Property Tax Revenue
1	2,460,000	15,498	15,498	1	2,460,000	15,498	15,498
2	2,509,200	15,808	31,306	2	2,509,200	15,808	31,306
3	2,559,384	16,124	47,430	3	2,597,022	16,361	47,667
4	2,610,572	16,447	63,877	4	2,687,918	16,934	64,601
5	2,662,783	16,776	80,652	5	3,628,689	22,861	87,462
6	2,716,039	17,111	97,763	6	3,701,263	23,318	110,780
7	2,770,360	17,453	115,217	7	3,775,288	23,784	134,564
8	2,825,767	17,802	133,019	8	3,850,794	24,260	158,824
9	2,882,282	18,158	151,177	9	3,927,810	24,745	183,569
10	2,939,928	18,522	169,699	10	4,006,366	25,240	208,809
11	2,998,726	18,892	188,591	11	4,086,493	25,745	234,554
12	3,058,701	19,270	207,861	12	4,168,223	26,260	260,814
13	3,119,875	19,655	227,516	13	4,251,587	26,785	287,599
14	3,182,272	20,048	247,564	14	4,336,619	27,321	314,920
15	3,245,918	20,449	268,013	15	4,423,352	27,867	342,787
Total			268,013	Total			342,787
Tax Credit Request			225,000	Tax Credit Request			225,000
Total Net Tax Revenue			43,013	Total Net Tax Revenue			117,787
2% based on County projected appraised value increase				2% based on County projected appraised value increase			
\$2,460,000 based on current assessed value				\$2,460,000 based on current assessed value			
				3.5% increase in Year 3, 4 & 5			



Prince George's County Council

Agenda Item Summary

Meeting Date: 6/13/2017

Effective Date:

Reference No.: CR-049-2017

Chapter Number:

Draft No.: 1

Public Hearing Date:

Proposer(s): County Executive

Sponsor(s): Davis, Turner, Lehman, Glaros, Franklin, Taveras and Patterson

Item Title: A RESOLUTION CONCERNING PAYMENTS IN LIEU OF TAXES ("PILOT") AGREEMENT for Parkview Manor for the purpose of approving the terms and conditions of a Payments in Lieu of Taxes ("PILOT") Agreement between Prince George's County, Maryland (the "County") and MHP Parkview Manor, LLC (the "Owner").

Drafter: Estella Alexander, Department of Housing and Community Development

Resource Personnel: Eric C. Brown, Department of Housing and Community Development

LEGISLATIVE HISTORY:

Date:	Acting Body:	Action:	Sent To:
06/13/2017	County Council	introduced and referred	PSFM
Action Text: This Resolution was introduced by Council Members Turner, Lehman, Davis, Glaros, Franklin, Taveras and Patterson and referred to the Public Safety and Fiscal Management Committee			
06/29/2017	PSFM	Favorably recommended	County Council
Action Text: A motion was made by Vice Chair Taveras, seconded by Council Member Harrison, that this Resolution be Favorably recommended to the County Council. The motion carried by the following vote: Aye: 5 Glaros, Taveras, Harrison, Lehman and Turner			

AFFECTED CODE SECTIONS:

BACKGROUND INFORMATION/FISCAL IMPACT:

This Resolution is approving the terms and conditions of a Payments in Lieu of Taxes ("PILOT") Agreement between Prince George's County, Maryland and MHP Parkview Manor, LLC concerning the Parkview Manor project.

Document(s): R2017049, CR-49-2017 Attachment B, CR-49-2017 Exhibit A, CR-49-2017 AIS.pdf, CR-49-2017 Report, CR-049-2017 Fiscal Impact

PRINCE GEORGE'S COUNTY COUNCIL
COMMITTEE REPORT
2017 Legislative Session

Reference No.:	CR-49-2017
Draft No.:	1
Committee:	PUBLIC SAFETY AND FISCAL MANAGEMENT COMMITTEE
Date:	06/29/2017
Action:	FAV

REPORT: Favorable 5-0 (In Favor: Council Members Glaros, Harrison, Lehman, Taveras, and Turner.

CR-49-2017 approves the terms and conditions of a Payment in Lieu of Taxes (PILOT) by and between the County and MHP Parkview Manor, LLC.

The owner proposes to acquire Parkview Manor, a rental housing project located in Hyattsville, MD, to rehabilitate and subsequently operate an affordable rental housing project. The project consists of 35 apartment units and proposed rents are anticipated to be between \$486 and \$1,040 per month. Attachments A1 to A3 of the Resolution provides a description of the project.

Under the Agreement, the Owner agrees to pay an annual PILOT payment of \$150 per unit or \$7,950 per year, which shall increase by 2% each year. Over a 40 year period the estimated PILOT payments total \$480,196.

Eric Brown, Director of the Department of Housing and Community Development, provided an overview of the project.

Ms. Stephanie Roodman, Senior Project Manager, Montgomery Housing Partnership, gave a description of the renovations and the services that the project will have.

All on the Committee expressed excitement for this project.

The Office of Law finds CR-49-2017 to be in proper legislative form with not legal impediments to its adoption.

The Office of Audits and Investigations reports that CR-49-2017 will result in a negative impact to the County. The County will forgo \$687,544 in tax revenue over the 40 year PILOT agreement. However, should CR-49-2017 not be approved, the Owner of the may not decide to proceed with the rehabilitation of the project.

After a thorough discussion the Public Safety and Fiscal Management Committee, voted CR-49-2017 out favorably 5-0.

Operating Expense and Fee Assumptions

7/28/17 12:42 PM

Project Name: Parkview Manor

Base Year for Expenses: 2018

Professional Fees	Amount	Per Unit	Inflator
Legal Expenses (Project)	5,000	94	
Audit Expense (Project)	14,000	264	
Bookkeeping Fees/Account Services	3,504	66	
Other Professional Fees		-	
Total Professional Fees	\$22,504	425	3.00%

Administrative Expenses	Amount	Per Unit	Inflator
Advertising & Marketing	2,072	39	
Other Renting Expense	4,440	84	
Manager or Superintendent Salaries-PR	0	-	
Office Salaries-PR	50,000	943	
Administrative Free Rent-PR	2,076	39	
Payroll Taxes and Benefits-PR		-	
Office Supplies/Expenses	2,350	44	
Office or Model apartment Rent		-	
Bad debt	11,995	226	
Telephone and Answering Service	5,700	108	
Miscellaneous Administrative Expenses	72	1	
Total Administrative	\$78,706	1,485	3.00%

Utilities	Amount	Per Unit	Inflator
Fuel Oil / Heating		-	
Electricity	3,234	61	
Gas	8,415	159	
Water/Sewer	23,909	451	
Other Utilities		-	
Total Utilities	\$35,558	671	3.00%

Repairs and Maintenance	Amount	Per Unit	Inflator
Janitor and Cleaning Contracts	8,000	151	
Decorating Contracts	3,150	59	
Elevator Maintenance Contracts		-	
Exterminating Contracts	2,220	42	
Grounds Contracts (incl. swimming pool)	4,759	90	
Repair Contracts	11,900	225	
Garbage and Trash Removal	6,487	122	
Snow Removal	3,500	66	
Heating/Cooling Repairs and Maintenance	3,200	60	
Cleaning, Grounds, Maintenance-PR	40,962	773	
Janitor and cleaning supplies	600	11	
Grounds supplies	300	6	
Security Contracts		-	
Security Free Rent-PR		-	
Repair Material and Supplies	4,620	87	
Vehicle & Maint. Equipment Oper. and Rep.		-	
Community Center Expense		-	
Misc. Repair & Maintenance Expense	1,537	29	
Total Repairs and Maint.	\$91,235	1,721	3.00%

Taxes and Insurance	Amount	Per Unit	Inflator
Real Estate Taxes (Minus County Abatement)	36,763	694	
Less: Abated City Taxes Date Abatement Expires	15,000	283	
Net Real Estate Taxes	\$21,763	411	3.00%

Property and Liability Insurance	10,907	206	
FICA	5,125	97	
Worker's Comp, Health Ins, Other Benefits, Other Ins.	18,556	350	
Miscellaneous Taxes, Licenses and Permits, Ins. And Fidelity Bond	606	11	
Total Other Taxes, Licenses & Permits & Insurance	\$35,194	664	3.00%
Total Taxes and Insurance	\$56,958	1,075	

Property Management Fee	Amount	Total	PUPY	Inflator	PUPM
Method for calculating Residential PM Fee:		% of EGI			
% of EGI	3.25%	18,128	342		\$28.50
Fee PUPM		-	-		\$0.00
Annual Fee		-	-		\$0.00
Commercial Property Management Fee		-	-		
Total Property Management Fee	\$18,128	342	3.00%		

Other Miscellaneous Expenses	Amount	Per Unit	Inflator
Property Management IT	1	0	
State Compliance Monitoring	1,590	30	
Property management Compliance	193	4	
Property Management /	244	5	
Total Misc. Expenses	\$2,028	38	3.00%

Total Operating Expenses	\$305,117	5,757
---------------------------------	------------------	--------------

Total Net of Real Estate Taxes	283,353	5,346
Total Net of Real Estate Taxes and Misc Expenses	281,325	5,308

Annual Contributions To Reserves	Per Unit Per Annum	Total Per Annum	Inflator
Replacement Reserve	350	18,550	3%
Operating Reserve		0	3%
Other Reserve (specify)		0	3%
Other Reserve (specify)		0	3%

Total Operating Expenses (including Annual Contributions to Reserves)	Total	Per Unit
	323,667	6,107

Cash Flow Contingent Fees, Expenses and Distributions	Amount	Annual Inflator	Accrue	Cap Amount	% Available Cash Flow
Investor Services Fee	5,000	3.0%	Yes		100%
Partnership Administration Fee	1.3% of EGI	7,500	3.0%	Yes	100%
Tenant Services Fee			3.0%	Yes	100%
					100%
					100%
Priority Cash Flow Distribution to GP?					
Gross Income Allocation to GP					0%



Hyattsville City Council Agenda Item Report

Meeting Date: October 16, 2017

Submitted by: Candace Hollingsworth, Mayor

Submitting Department: Legislative

Item Type: Ordinance

Agenda Section: Action Items (9:05 p.m. - 9:45 p.m.)

SUBJECT

Initiating the Development of a Community Benefit Agreement Ordinance for the City of Hyattsville (10 minutes)

ID-653-16

Recommendation:

I move that the Mayor and Council direct the City Attorney (in consultation with the Director of Community and Economic Development) to develop an ordinance authorizing the Mayor and Council to enter into Community Benefit Agreements with developers and other private enterprises in the City of Hyattsville. At minimum, the ordinance shall include the type of projects eligible for CBAs, the qualifying thresholds of financial public support (tax credit value, etc.), and the stakeholders to be included in the development of said agreements.

Recommended qualifying thresholds (not exhaustive):

- Projects receiving more than \$200,000 in public benefits from the City of Hyattsville;
- Projects seeking density bonus in areas governed by the Prince George's County TDDP; and
- Multifamily developments of 120+ units.

Recommended eligible public improvements (not exhaustive):

- Projects consistent with or included in the adopted Hyattsville Community Sustainability Plan (effective version as of date of project approval);
- Projects benefiting public schools and/or child/youth development;
- Provision of age-friendly units;
- Provision of affordable units at 60% of area median income; and
- Provision of education enrichment grants up to 10% of the public benefit to be administered by the Education Advisory Committee (EAC)

Recommended qualifying stakeholders (not exhaustive):

- HOAs and registered civic associations;
- PTAs/PTOs/PTSAs for schools serving boundaries students residing in the City of Hyattsville;
- Tax-exempt nonprofit organizations operating in the City of Hyattsville; and
- City of Hyattsville residents residing within a 0.1 mile radius of the proposed project.

Sponsor(s):

Hollingsworth

Co-Sponsor(s):

N/A

ATTACHMENTS

[Memo - CBA Ordinance Final.pdf](#)

Summary Background:

Community Benefit Agreements enable community groups to attain defined benefits from local development projects that have considerable impact on neighborhoods and/or receive substantial public support via tax credits or other financing vehicles.

This ordinance shall not make Community Benefit Agreements a requirement, but create an additional tool for the City of Hyattsville to use to deliver additional public benefits through private development. It is intended that the resulting draft ordinance will complement the existing Revitalization Tax Credit program adopted by the Hyattsville City Council on October 7, 2013.

This item was originally submitted for consideration in the 2015-16 legislative year. The 2015 memo from staff is provided for consideration.

Next Steps:

This item was discussed on October 2. Upon approval of the motion, the City Attorney will draft an ordinance for review. The draft ordinance will be referred to the Planning Committee for review and then come before Council for discussion/action.

Fiscal Impact:

TBD

City Administrator Comments:

The draft ordinance will provide additional clarity on the amount of staff time required for implementation.

Community Engagement:

None to date.

Strategic Goals:

Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?

Pending



Memo

To: Mayor and Council

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

CC: Tracey Nicholson, City Administrator
Ron Brooks, City Treasurer
Katie Gerbes, Community Planner

Date: November 20, 2015

Re: Initiating the Development of a Community Benefits Agreement Ordinance for the City of Hyattsville.

The purpose of this memorandum is to advise the Mayor and City Council regarding the proposed legislation to establish a Community Benefits Agreement framework through a local ordinance.

Summary

Community Benefits Agreements (CBA's) are written agreements that detail the specific set of conditions a developer will provide in order to secure the cooperation and/or support by a government or community organization for a developer's development application. CBA's are a relatively new negotiating tool that serve as a formalized document in which the developer agrees to provide the community with specific benefits to address existing or anticipated issues created by the development. Some of the common benefits include:

- Local hiring for temporary or permanent jobs;
- Job training and/or apprenticeship programs;
- Affordable housing to reduce displacement;
- Public parks and other infrastructure improvements;
- Historic preservation of selected sites/buildings;
- Funding of local cultural arts and/or non-profit programming;

- Local no/low-interest loan programs

CBA's are used as a replacement of the traditional method of developers informally negotiating with land-use authorities and public officials on behalf of the affected community. CBA's have been utilized as a community investment tool in a variety of US cities including Atlanta, Boston, Charleston, Seattle, New Haven, Washington D.C. and Los Angeles.

The most prominent CBA was signed in 2001 and known as the Los Angeles Staples Center agreement, which is detailed on page 17 of the attached reference document titled *Summary and Index of Community Benefits Agreements* published by The Public Law Center. The CBA was negotiated by the City of Los Angeles along with three local community organizations and the developer. The CBA terms provided formalized community support for the arena, parking lots, a residential complex and 250,000 square feet of retail space in exchange for a variety of public investments including \$1 million for public park improvements, \$25,000 per year for five years for a residential parking permit program and a set percentage of affordable housing within the newly constructed residential development.

Courts and state legislatures initially took significant issue with CBA's, citing them as "negotiated" zoning and ruled against the legality of such an agreement. More recently, courts have recognized the value of negotiating over the details of proposed land use and its impacts on the affected community, and have sought to minimize "quid pro quos" by establishing set criteria for negotiating public investment by developers. In *Nollan v California Coastal Commission* and *Dolan v City of Tigard*, the US Supreme Court imposed a "nexus" requirement that required the benefit sought by the local government must have an "essential nexus" to the legitimate state interest and the amount of the benefit must be proportional to the impact of that particular development would impose.

Local governments may approach CBA's as either a restrictive land-use regulatory tool to reduce the negative impacts of privately financed projects or a subsidy based economic development tool that is utilized in conjunction with public financing.

CBA's are primarily used on a case-by-case basis by governments in response to specific land-use development, however there are cases where they are used in a proactive manner. In 2014, the City of Detroit approved a CBA ordinance intended to pro-actively establish the eligibility criteria for proposed development to trigger a community benefits agreement. The ordinance proposed that new projects with an investment of at least \$15 million, expansions or renovations of at least \$3 million, or projects seeking at least \$300,000 in public tax subsidies, developers would have to create legally binding documents guaranteeing jobs or quality-of-life protections for the community that is going to be impacted by the development. The ordinance will essentially take the Los Angeles Staples Center CBA one step further by

requiring developers that have been awarded a set amount of public financing to engage in a CBA based on a pre-set threshold. Any project that is funded entirely by private funds would be exempt of the ordinance requirements.

Staff Analysis

The proposed motion is intended as an enabling ordinance that would authorize the City of Hyattsville to establish CBA's as an optional tool to negotiate public benefits as part of a private land-use development. An enabling ordinance would establish the basic criteria for CCBBA eligibility including the types of development, minimum qualifying threshold of public financial support and stakeholders involved in the process. Defining the appropriate thresholds and proposed improvements in advance allow potential investors to anticipate these additional development costs and build those public amenity costs into a development financial statement (pro forma), rather than having to adjust the project financing after public investment asks are made known during the development review process. The CBA would add an additional cost to any potential development and in certain cases may be viewed as a disincentive by firms seeking to develop parcels within the City.

In order for the ordinance to be an effective tool, the CBA should clearly identify the eligibility of participating community organizations, the specific types of public improvements that are eligible through the negotiated process and should also omit public improvements that are considered as part of routine maintenance or do not fit within priority structure of the adopted Mission and Vision of the City.

The application of an adopted CBA ordinance may be limited due to market feasibility or the lack of projects that are impactful enough to meet or exceed the minimum threshold of the adopted eligibility requirements and therefore it may be necessary for the City Council to periodically adjust the criteria of the CBA eligibility to meet market realities.

Lastly, the motion as proposed, prescribes that the CBA ordinance be authored as an economic development tool intended to work in tandem with the City's existing Revitalization Tax Credit program. The City of Hyattsville's Revitalization Tax Credit Program provides real property tax incentives to encourage development within specific revitalization districts within the City. The credit may be provided by the City if the property is substantially improved, constructed upon or redeveloped and is reassessed as a result of the improvement, construction or redevelopment at a substantially higher value than that assessed prior to the improvement, construction or redevelopment. Eligibility for this credit requires that the project be consistent with mission and goals of the City and that it provide a significant fiscal benefit to the City and its citizens to justify extending a tax credit.

Staff is requesting that the Council affirm that the CBA ordinance is intended strictly as an economic development tool to effectively prioritize investment in defined areas or whether the CBA ordinance is intended as land-use tool to be utilized as a means for addressing displacement and/or mitigating negative impacts to existing land uses.

Recommendation

Staff is supportive of the proposed motion to authorize the drafting of a CBA ordinance for the City of Hyattsville as is proposed in the motion and we anticipate additional discussions with the City Council once a drafted ordinance is introduced.



Hyattsville City Council Agenda Item Report

Meeting Date: October 16, 2017

Submitted by: Ron Brooks

Submitting Department: Finance

Item Type: Resolution

Agenda Section: Discussion Items (9:45 p.m. - 10:10 p.m.)

SUBJECT

Hyattsville Resolution 2017-03: Declaration of Official Intent - 3505 Hamilton Street Facility Renovation (10 minutes)

HCC-87-FY18

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Declaration of Official Intent \\$8.7 million for 3505 Hamilton Street Project.pdf](#)

Summary Background:

The City intends to issue bonds to fund the renovation of the 3505 Hamilton Street facility. To date, the City has incurred expenses related to this project prior to the issuance of bonds. Under Section 1.150-2 of the U.S. Treasury Regulations (Reimbursement Regulations) local governments that have incurred and paid "original expenditures" on infrastructure related projects before issuance can be reimbursed for these expenses from bond proceeds. To do so, Council must pass a resolution called a "Declaration of Official Intent" in order to qualify the "original expenditures" for reimbursement from bond proceeds. The 3505 Hamilton Street renovation project is an \$8.7 million capital improvement project with an CY 2019 anticipated completion date. The City previously passed a "Declaration of Official Intent" resolution to reimburse prior project costs out of the 2010 and 2012 bond proceeds from bonds issued thru the Maryland Infrastructure Bond Fund. The City also previously passed a "Declaration of Official Intent" resolution on November 7, 2016 to reimburse the City out of future bond proceeds for prior project costs related to the renovation of the DPW facility.

First reading and adoption of the resolution is scheduled for November 6, 2017 and is recommended as follows:

I move that the Mayor and Council introduce and adopt Hyattsville Resolution 2017-03, a Resolution of the Mayor and City Council of the City of Hyattsville, Maryland, for the purpose of making a Declaration of Official Intent pursuant to U.S. Treasury Regulation Section 1.150-2 regarding City of Hyattsville intention to reimburse from borrowed funds prior expenditures made in connection with the project described herein as 3505 Hamilton Street Facility Renovation.

Next Steps:

Upon adoption, staff will provide the City's Bond Attorney with an executed copy of the Resolution.

Fiscal Impact:

Council approved \$10.2 million in estimated project for this project.

City Administrator Comments:

Recommend Support

Community Engagement:

N/A

Strategic Goals:

Goal 2 – Ensure the Long-Term Economic Viability of the City

Legal Review Required?

Pending

HYATTSVILLE RESOLUTION 2017-__

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HYATTSVILLE, MARYLAND, FOR THE PURPOSE OF MAKING A DECLARATION OF OFFICIAL INTENT PURSUANT TO U.S. TREASURY REGULATION SECTION 1.150-2 REGARDING CITY OF HYATTSVILLE'S INTENTION TO REIMBURSE FROM BORROWED FUNDS PRIOR EXPENDITURES MADE IN CONNECTION WITH THE PROJECT DESCRIBED HEREIN AS 3505 HAMILTON STREET.

RECITALS

WHEREAS, City of Hyattsville (the "City") has determined to undertake a project generally identified in City budget materials as 3505 Hamilton Street (the "Project"), which generally involves the renovation and expansion of the building located in the City at 3505 Hamilton Street for use by the Police Department, together with related improvements and the acquisition and installation of fixtures, furnishings and equipment; and

WHEREAS, in connection with the Project, the City may acquire or pay for, to the extent applicable, the acquisition of improved or unimproved land, necessary property rights and equipment, related site and utility improvements, related architectural, planning, design, engineering, bidding, permitting, demolition, removal, acquisition, construction, reconstruction, rehabilitation, expansion, improvement, installation, modification, inspection, construction management, furniture, equipment, financial, administrative and legal expenses, costs of related activities, improvements and appurtenances, and related costs of issuance of any financing or refinancing therefor; and

WHEREAS, the City anticipates borrowing money for a portion of the costs of the Project, such borrowing to be evidenced by one or more series of general obligation bonds or other evidences of indebtedness (collectively, or individually by series, the "Bonds") to be issued by the City; and

WHEREAS, the City reasonably expects to spend City funds on costs of the Project prior to issuance of the Bonds or any interim financing incurred by the City in anticipation of the Bonds, and (i) to reimburse the City from proceeds of the Bonds for all or a portion of such previously paid costs of the Project, and/or (ii) to use Bond proceeds to refinance all or a portion of any interim borrowing incurred by the City that is applied to reimburse the City for prior Project expenditures; and

WHEREAS, Section 1.150-2 of the U.S. Treasury Regulations (the "Reimbursement Regulations") provides that local governments funding "original expenditures" intended to be reimbursed from the proceeds of "obligations" must make a declaration of "official intent" in order to qualify such original expenditures for reimbursement from a "reimbursement bond", all within the meaning of the Reimbursement Regulations; and

WHEREAS, the City is an "issuer" for purposes of the Reimbursement Regulations and wishes to adopt this Resolution for the purpose of evidencing the clear and official intent of the

City to reimburse from reimbursement bond proceeds (meaning the Bonds or any interim financing incurred in anticipation of the Bonds) original expenditures made in connection with the Project.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Hyattsville:

SECTION 1. That (i) the Recitals to this Resolution are deemed a substantive part of this Resolution and are incorporated by reference herein, and (ii) capitalized terms defined in the Recitals to this Resolution and not defined in the Sections hereof shall have the meanings given to such terms in the Recitals hereto.

SECTION 2. That in accordance with the Reimbursement Regulations, the City hereby makes this declaration of its reasonable expectation to expend money on costs of the Project prior to the issuance of the Bonds (or any interim financing incurred in anticipation of the Bonds) and to utilize proceeds of the Bonds (or such interim financing), which Bonds or interim financing will qualify as a “reimbursement bond” for purposes of the Reimbursement Regulations, to reimburse all or a portion of such original expenditures. This Resolution is intended to be a declaration of official intent within the meaning of the Reimbursement Regulations.

SECTION 3. That the maximum aggregate principal amount of the Bonds expected to be issued for the Project (and the maximum aggregate principal amount of any interim financing expected to be incurred by the City for the Project in anticipation of the Bonds) is Eight Million Seven Hundred Thirty-six Thousand Dollars (\$8,736,000.00) *each*.

SECTION 4. That this Resolution shall become effective immediately upon its adoption.

INTRODUCED by the Mayor and City Council of the City of Hyattsville, Maryland, at a _____ regular _____ special [check applicable meeting type] meeting on _____, 2017, at which meeting copies were available to the public for inspection.

[CONTINUED ON FOLLOWING PAGE]

ADOPTED by the Mayor and City Council of the City of Hyattsville, Maryland, at a _____
 regular _____ special [check applicable meeting type] meeting on
 _____, 2017, at which meeting copies were available to the public
 for inspection.

ATTEST:

 Laura Reams, City Clerk

 Candace B. Hollingsworth, Mayor

#199434;50036.001



Hyattsville City Council Agenda Item Report

Meeting Date: October 16, 2017

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Planning & Development

Agenda Section: Discussion Items (9:45 p.m. - 10:10 p.m.)

SUBJECT

Public Placemaking Project – Hyatt Park (15 minutes)

HCC-96-FY18

Recommendation:

Sponsor(s):

Hollingsworth

Co-Sponsor(s):

Ward, Spell, Solomon

ATTACHMENTS

[Memo - Public Placemaking - Hyatt Park.docx](#)

[Hyatt Park_Pictometry Ortho.pdf](#)

Summary Background:

Staff was asked to evaluate public placemaking opportunities and assess scope, budget requirements, projected project schedule and other associated requirements. Staff discussed several opportunities and included in this memo are details for a concept for Hyatt Park, whereby the City would develop the frontage of Hyatt Park with seating, cover and lighting to provide for flexible programable event space/congregating location.

Staff is requesting City Council feedback prior to proceeding with initiating the project and a modification to the existing \$75,000 Community Legacy grant available to the City to partially fund this project. The balance of funding necessary to proceed with the project will be required at time of contract(s) award.

Next Steps:

No action is required at this time, however prior to an award of contract(s), it will be necessary to either reallocate existing funds or provide supplemental funds to the approved FY2018 CIP.

Fiscal Impact:

TBD - may require a budget amendment.

City Administrator Comments:

Recommend support.

Community Engagement:

Provided that the City proceeds with the project, the City will provide opportunities for residents to provide programming and design element feedback through both in-person sessions and the Speak Up platform. A final design will be presented and approved prior to proceeding with any construction activities.

Strategic Goals:

Goal 2 – Ensure the Long-Term Economic Viability of the City

Legal Review Required?

N/A



Memo

To: City Council

From: Jim Chandler, Director, Community and Economic Development

CC: Tracey Nicholson, City Administrator
Lesley Riddle, Director, Public Works

Date: October 12, 2017

Re: Public Placemaking Project – Hyatt Park

The purpose of this item is to brief the City Council on a public placemaking project concept at Hyatt Park. Staff is requesting City Council feedback prior to proceeding with initiating the project and a modification to the exiting \$75,000 Community Legacy grant available to the City to partially fund this project. The balance of funding necessary to proceed with the project will be required at time of contract(s) award.

Background

At the Mayor's request, Staff was asked to evaluate public placemaking opportunities and assess scope, budget requirements, projected project schedule and other associated requirements. Staff discussed several opportunities and included in this memo are details for a concept for Hyatt Park, whereby the City would develop the frontage of Hyatt Park with seating, cover and lighting to provide for flexible programable event space/congregating location.

The project summary below details budget, project scope and a projected project schedule, which considers both procurement and permitting requirements.

Proposed Scope

Visually transform the frontage of Hyatt Park into an attractive location for congregating, programming, events, etc. The area will require limited excavation, drainage, hardscape, functional/attractive affixed seating, electrical/lighting and tree removals. The area is approximately 3,800 sq.ft. - 4,704 sq.ft.

The location offers the following:

- City maintains site control
- Adjacent to existing playground and community garden
- Adjacent to future City Police Department site
- Currently visually unappealing
- Can support programming/activities
- Is not adjacent to a potential redevelopment site

Programming requirements will shape the design and functionality of the space and will require some considerable thought, prior to a concept and permit drawings. Assuming that these activities can be completed within 90 - 120 days.

Projected Budget

The total projected budget to complete the project is \$275,000 - \$325,000, plus 5% contingency budget. The City has already secured \$75,000 Maryland DHCD Community Legacy Grant (expires June 30, 2018) and \$50,000 funding is included in FY2018 CIP funding.

Service	Estimated Cost
CFA Coordination	\$8,000
Grading/Electrical Permitting	\$5,000
Concept Design	\$8,000 (fee or in-kind)
Permit Drawings	\$10,000
Grading	\$8,000
Tree Removal	\$7,000
Landscaping	\$10,000
Electrical	\$56,0000
Semi-Permeable Surfacing w SWM	\$63,504 (\$13.50/sq.ft)
Seating Elements	\$100,000 - \$150,000 (Allowance)
Total	\$275,504 - \$325,504

Community Legacy Grant

Maryland DHCD has been advised of the project scope and are 'open' to a modification in the grant award to utilize the existing \$75,000 grant towards a Hyatt Park project. A grant modification will require 60-90 days to receive approval from DHCD.

DHCD staff is likely to support a recommendation for the Secretary to consider if the City can demonstrate a path to proceeding with the project. DHCD prefers expenditures by June 30, 2018, without need to provide a grant extension. If the grant modification is not approved, there is potential for an alternative grant to supplement a portion of the total cost. DHCD will be opening its next Community Legacy grant application window in April 2018, two months earlier than usual, and both our Program Manager and Director for Community Programs affirmed that that a 'flushed-out design and cost estimate would be a 'strong' application candidate for Community Legacy funding.

Project Schedule

Provided that an RFP is issued in January 2018 and awarded by May 2018, the project can be completed by November 2018.

October 18th – December 1st: Concept Design & Approval

October 20th – January 20th: DHCD Grant Modification Review & Approval

December 5th – February 15th: RFP Solicitation

November 15th – February 15th: M-NCPPC Consent

February 16th – April 5th: Proposal Review and Recommendation

March 15th – May 21st: Sediment Control Permit Review & Approval

April 16th: Council Discussion

May 7th: Council Approval

May 10th: Notice to Proceed

May 21st: Contract Executed

June 1st – June 18th: Site Preparation

June 21st – July 30th: Site Construction

July 30th – September 15th: Amenity Fit-Out

September 15th – October 15th: Landscaping & Punch-Out

October 16th – November 15th: Project Close-out & DHCD Grant Reimbursement

Action

No action is required at this time, however prior to an award of contract(s), it will be necessary to either reallocate existing funds or provide supplemental funds to the approved FY2018 CIP.

Hyatt Park



Area
Area: 4704.5 Square Feet
Perimeter: 294.2 Feet

Weekly Program Offerings

Ageless Grace Senior Exercise Classes

Wednesdays and Fridays, 10:00 AM @ City Municipal Building

Creative Minds

Tuesdays and Thursdays, 10:00 AM @ Magruder Park Recreation Center

Call-A-Bus Grocery Trips

Our Call-a-Bus takes seniors and residents with disabilities to grocery stores located in the City of Hyattsville each week. Call (301) 985-5000 to join a trip or add yourself to our Call-A-Bus calendar mailing list.

City Calendar: October 17 – November 6, 2017

Board of Supervisors of Elections Meeting

October 17, 2017, 4:00 PM @ City Municipal Building, 3rd Floor Inner Conference Room

Planning Committee Meeting

October 17, 2017, 7:30 PM – 9:30 PM @ City Municipal Building

Art Works Now Senior Summer Camp

October 18, 2017, 1:00 PM – 3:00 PM @ Art Works Now

Code Compliance Advisory Committee

October 18, 2017, 7:00 PM – 9:00 PM @ City Municipal Building, 1st Floor Multipurpose Room

Ward 3 Community Meeting – Transportation Study

October 18, 2017, 7:00 PM @ Prince George's Plaza Community Center, 6600 Adelphi Road

Seniors On The Go: Tour of the National Museum of African American History & Culture

October 19, 2017, 9:00 AM - 2:00 PM

The City of Hyattsville is once again taking seniors and people with disabilities on a tour of the National Museum of African American History & Culture. This trip to the Smithsonian's newest museum is FREE, but feel free to enjoy food from the museum's Sweet Briar Cafe on your own. Bus pick up is at 8 AM the City Building (4310 Gallatin Street), followed by pick up at Friendship Arms Apartments. Reservations are first come first serve, so call (301) 985-5058 as soon as possible to confirm your spot!

Community Conversation

October 19, 2017, 7:00 PM – 8:30 PM @ St. Matthew's Episcopal Church

Electronics and Paint Recycling Drop Off

October 21, 2017, 7:00 AM – 1:00 PM @ Department of Public Works Operations Center

Electronics can be dropped off FREE OF CHARGE, including: batteries, cameras, cell phones, electrical cords, computers, monitors, keyboards, laptops, microwaves, toasters, toaster ovens, televisions, video games, video consoles, and CD players. Department of Public Works staff will be on-site to direct you and answer any questions you may have. Yuck Old Paint staff will be with us, as well. They will recycle wet paint, in its original container, for \$5 PER CONTAINER. Questions: Call 888-509-YUCK (9825).

Ward 4 Community Meeting – Transportation Study

October 23, 2017, 7:00 PM @ St. Matthew's Episcopal Church, Parish Hall

Art Works Now Senior Summer Camp

October 25, 2017, 1:00 PM - 3:00 PM @ Art Works Now

Ward 5 Community Meeting – Transportation Study

October 25, 2017, 7:00 PM @ Magruder Park Recreation Center

Chef's Special Senior Lunch Series

October 26, 2017, 12:00 PM - 2:00 PM @ West Hyattsville Baptist Church

The City of Hyattsville is partnering with the Prince George's County Senior Nutrition Program in August, September, and October to offer a monthly free lunch, prepared live by one of the County's chefs. Join us for the last one on Thursday, October 26 at 12 PM. Registration is required. To register, please call Ms. Johnson at (301) 985-5058. To get a free ride to the luncheon on our Call-A-Bus, please call (301) 985-5000.

Education Advisory Committee Meeting

October 26, 2017, 6:30 PM – 8:00 PM @ City Municipal Building, 2nd Floor Prangley Room

Health, Wellness, and Recreation Advisory Committee Meeting

October 26, 2017, 7:00 PM – 8:30 PM @ City Municipal Building, 3rd Floor Inner Conference Room

Sunset Movie Series at Heurich Park

October 27, 2017, 7:00 PM 9:00 PM @ Heurich Park

Mary Prangley Cleanup Day

October 28, 2017, 7:00 AM – 2:00 PM

Place your bulk trash items curbside on Friday, October 27, after 6:00 PM for collection on Saturday morning. FREE OF CHARGE, the City will pick up: mattresses, box springs, chairs, tables, room doors, grills, swings, cabinets, empty/dry paint cans (no liquid inside cans), TV carts, bathtubs, sinks, toilets, wall units.

Spooky Fest Halloween Party

October 28, 2017, 12:30 PM – 3:00 PM @ University Town Center, Center Court

Ward 1 Community Meeting – Transportation Study

October 30, 2017, 7:00 PM @ City Municipal Building, 1st Floor Multipurpose Room

Community Shred Event

November 4, 2017, 9:00 AM - 12:00 PM @ City Municipal Building

The City of Hyattsville and Stericycle are hosting a Shred-it event for residents to bring any paper documents they need shredded for FREE to the parking lot of the City Building. Please remove paper from binders and remove binder clips and other large metal pieces.

Movin' With The Mayor: Let Your Yoga Dance with Chivonnie Gius

November 4, 2017, 12:30 PM - 1:30 PM @ City Municipal Building, 2nd Floor Prangley Room

Let Your Yoga Dance® is Meditation in Motion or a Chakra fusion of user-friendly movement inspired by the ancient wisdom of yoga. A joy-filled power hour of breath & body awareness for all ages & abilities. This ecstatic sweat fest is designed to activate body's capacity for cellular regeneration, open energetic pathways, clear stagnant energy, cultivate community, increase metabolic rate, reduce stress, serve as a safe space for self-discovery & so much more... Each session is an opportunity to develop the art of intuitive movement while realigning Brain, Body & BEing.

Council Meeting

November 6, 2017, 8:00 PM – 10:00 PM @ City Municipal Building, 3rd Floor Council Chambers