

City of Hyattsville

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



Agenda Regular Meeting

Register in advance for this webinar:

https://us06web.zoom.us/webinar/register/WN_aPzj03MqQsyJoerX7SdCGA

Monday, September 19, 2022

7:00 PM

Virtual

City Council

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

ADMINISTRATION

Tracey E. Douglas, City Administrator
Laura Reams, City Clerk, 301-985-5009, cityclerk@hyattsville.org

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 to the scheduled meeting (generally available no later than the Friday prior to the scheduled Monday meeting). Please note, times given for agenda items are estimates only. Matters other than those indicated on the agenda may also be considered at Council discretion.

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

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

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

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

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

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.

Meeting Notice:

As we continue to take precautions due to the COVID-19 (Coronavirus) pandemic, the Hyattsville City Council will hold its meeting on Monday, September 20, 2022 remotely via video conference. The Council meeting will be conducted entirely remotely; there will be no in-person meeting attendance.

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

PUBLIC PARTICIPATION:

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

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

https://us06web.zoom.us/webinar/register/WN_aPzj03MqQsyJoerX7SdCGA

1. Call to Order and Council Roll Call**2. Pledge of Allegiance to the Flag****3. Approval of Agenda****4. Approval of the Minutes****4.a. Approval of the Minutes**[HCC-54-FY23](#)

I move that the Mayor and Council approve the Council Meeting Minutes of March 21, 2022 and August 1, 2022.

Sponsors: City Administrator

Department: City Clerk

Attachments: [MeetingMinutes August01 2022](#)
[MeetingMinutes March 21 2022](#)

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

6.a. Main City Calendar: September 19, 2022 - October 3, 2022[HCC-71-FY23](#)

N/A

Sponsors: City Administrator**Department:** City Clerk**Attachments:** [City Calendar September 19, 2022 - October 3, 2022](#)**7. City Administrator Update**

-Treasurer Update

-ARPA Funds Update

-Driskell Park Dedication Ceremony Update

8. Presentations (8:00 p.m. - 9:30 p.m.)**8.a. West Hyattsville-Queens Chapel Sector Draft Plan and SMA**[HCC-67-FY23](#)

Presentation Only

Sponsors: City Administrator**Department:** Community & Economic Development**Attachments:** [Presentation Memo - WHQC Sector Plan and SMA FINAL](#)
[WHQC Hyattsville 091922](#)**8.b. Redistricting Commission Presentation of Recommended Ward Maps**[HCC-59-FY23](#)

Presentation Only

Sponsors: City Administrator**Department:** Code Compliance Advisory Committee**Attachments:** [coh_redistricting_commission_summary_report_2022](#)
[Minimal Adjustments Map](#)
[Growth Conscious Map \(version 2\)](#)
[hyattsville_redistricting_presentation_2022](#)

8.c. Compensation Study Presentation[HCC-75-FY23](#)

Presentation Only

Sponsors: City Administrator**Attachments:** [Hyattsville Compensation Study Project Summary](#)
[ARPA FY23 Budget Amendment Notes 09.07.2022 updatedPP](#)**9. Proclamations (9:30 p.m. - 9:35 p.m.)****9.a. Proclamation Recognizing September 2022 as Hispanic Heritage Month in the City of Hyattsville**[HCC-55-FY23](#)

I move that the Mayor and Council adopt a proclamation to recognize the month of September 2022, as Hispanic Heritage Month in the City of Hyattsville to honor the contributions of Hispanic and Latino workers, innovators, and leaders.

Sponsors: City Administrator**Department:** City Clerk**Attachments:** [CM 0919 Hispanic Heritage Month 2022](#)**10. Appointments (9:30 p.m. - 9:35 p.m.)****10.a. Appointments to the Shade Tree Board**[HCC-57-FY23](#)

I move that the Mayor, with Council approval, reappoint Randy Fletcher (Ward 3) and appoint Kathryn Kutzner (Ward 2) to the Shade Tree Board for a term of two (3) years to expire on September 19, 2025.

Sponsors: Croslin**Department:** City Clerk**Attachments:** [Kathryn Kutzner redac](#)
[Randy Fletcher Mar 4 2022 redac](#)**11. Consent Items (9:35 p.m. - 9:45 p.m.)**

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

11.a. FY23 Northstar Tutoring Contract[HCC-56-FY23](#)

I move that the Mayor and Council approve the FY23 Northstar Tutoring contract for tutoring and mentoring management services in the amount of \$80,000 in support of the City's teen and youth programming for students in grades K through 12, upon the review and approval by the City Attorney for legal sufficiency.

Sponsors: City Administrator

Department: Community Services

Attachments: [Northstar Contract 2022-2023 \(edited\)](#)

11.b. Disbursement of Ward 1 Discretionary Funds[HCC-58-FY23](#)

I move that the Mayor and Council approve a payment of \$200 from the Ward 1 discretionary funds to Arrow Bicycles for the purchase of 50 children's bicycle helmets.

Sponsors: Denes and Waszczak

Department: City Clerk

11.c. Vehicle Acquisition Authorization[HCC-60-FY23](#)

I move that the Mayor and Council authorize the City Administrator to proceed with the acquisition of a 2022 Ford Maverick from Berge's Ford, 700 North Bethlehem Pike, Amber, PA for a cost not to exceed \$32,000.

Sponsors: City Administrator

Department: Community & Economic Development

Attachments: [Ford Maverick Purchase Memo - 9.7.2022](#)
[Ford Maverick Quotes](#)

11.d. Acceptance of the Maryland Heritage Areas Authority Grant[HCC-61-FY23](#)

I move that the Mayor and Council authorize the City Administrator to accept the Maryland Heritage Areas Authority grant in the amount of \$50,000 for the David C. Driskell Community Park dedication. The Treasurer is authorized to make the necessary budget adjustments to accept and expend the proceeds of the grant, pending review by the City Attorney.

Sponsors: City Administrator

Department: Public Works

11.e. Zoning Variance Request V-37-22 - 4605 Burlington Road, Hyattsville[HCC-64-FY23](#)

I move the City Council authorize the Mayor to send correspondence to the Board of Zoning Appeals in support of V-37-22, a variance request for the subject property located at 4605 Burlington Road, Hyattsville.

Sponsors: City Administrator

Department: Community & Economic Development

Attachments: [Memo - V-37-22](#)
[City of Hyattsville Zoning Variance Policy Statement & Variance Process ENGLISH](#)
[V-37-22 Binder](#)

11.f. FY23 Budget Amendment: Special Revenues Budget and Appropriation of American Rescue Plan Act Funds[HCC-65-FY23](#)

I move that the Mayor and Council amend the FY23 Special Revenues Fund Budget and appropriate \$1,762,786 in unencumbered FY22 ARPA funds and to appropriate an additional \$8,167,960 for a total of \$9,330,746 in FY23 ARPA funds to cover anticipated expenditures in various categories to include, but not limited to, salaries, benefits, supplies, contract services, professional services, capital equipment, miscellaneous reimbursements, and grant awards through June 30, 2023. The remaining \$10.3 million in ARPA funds will be submitted to Council to appropriate in concurrence with a spending plan which will be developed over the next 12 months. This, plus the \$737,214 already spent in FY22 using ARPA funds will account for the total of \$17.9 million in ARPA funds the City has received to date. All ARPA funds must be obligated between March 3, 2021, and December 31, 2024, and all obligated funds must be spent by December 31, 2026.

Sponsors: City Administrator

Department: Finance

Attachments: [ARPA FY23 Budget Amendment Notes 09.07.2022 updatedPP](#)

11.g. FY23 Capital Improvements Budget Adjustment and Transfer of Appropriations[HCC-66-FY23](#)

I move that the Mayor and Council amend the Fiscal Year 2023 (FY23) Capital Improvements Budget and authorize the Treasurer to adjust and transfer capital budget appropriations in various departments not to exceed \$500,000 to cover the cost of capital equipment and building renovations at the City Administration Building located on 4310 Gallatin Street.

Sponsors: City Administrator

Department: Finance

11.h. Schedule Public Hearing Regarding the Redistricting Map[**HCC-72-FY23**](#)

I move the Mayor and Council schedule a Public Hearing on Monday, October 17, 2022 to provide the public an opportunity to give feedback on the proposed Redistricting Map.

Sponsors: City Administrator

Department: City Clerk

11.i. Rebuild of the engine for Trash Truck #SW67[**HCC-73-FY23**](#)

I move that the Mayor and Council authorize and expenditure not to exceed \$30,000 to Beltway International Trucks for the rebuilding of the engine of the trash truck numbered SW67.

Sponsors: City Administrator

Department: Public Works

Attachments: [Unit 109281 \(Inframe rebuild\)](#)

11.j. Wells Blvd/Pkwy Green Street Project Change Order[**HCC-74-FY23**](#)

I move that the Mayor and Council authorize a change order to NZI for the Wells Blvd/Pkwy Green Street project in an amount not to exceed \$200,000 to cover contract cost increases, COVID-19 related supply and material increases, and recent fuel cost increases.

Sponsors: Douglas

Department: Public Works

Attachments: [Proposal Wells Blvd Final Approved Plans 03-01-2022](#)
[Proposal Wells Blvd Green Streets Improvements](#)

11.k. IT Infrastructure - 4310 Gallatin Street Network Switches[**HCC-76-FY23**](#)

I move the Mayor and Council authorize the City Administrator to proceed with the acquisition of information technology hardware from Ubiquiti Inc. and networking configuration services from Dataprise Inc. for a total cost not to exceed \$20,000, the purpose of which is to complete the IT infrastructure upgrades at the City's Administration Building, previously authorized under HCC_102-22.

Sponsors: City Administrator

Department: Information Technology

Attachments: [IT Cabling & WiFi Replacement - APRA CO 2](#)

12. Action Items (9:45 p.m. - 10:15 p.m.)**12.a. 2022 Commercial Façade Improvement Program Grant Awards**[HCC-62-FY23](#)

I move that the Mayor and Council approve 2022 Commercial Façade Improvement Grant awards for façade improvement projects the following commercial properties:

- 5115 Baltimore Avenue: \$45,000
- 3601 and 3605 East-West Hwy, 6211 Belcrest Road: \$25,000

Sponsors: City Administrator

Department: Community & Economic Development

Attachments: [Staff Memo- CFI 2022_Final](#)
[Commercial Façade Improvements - Program Guidelines - April 2022](#)

12.b. 2022 Corridor Investment Program Grant Awards[HCC-63-FY23](#)

I move that the Mayor and Council accept the recommendations of City Staff and approve Corridor Investment Program grant funding awards for the following entities:

- ATHA- \$1,000
- Amelia Irene Catering & Event Design- \$1,500
- The Beauty Boutique Salon & Barbershop- \$5,000
- CAMPSpace- \$1,600
- Cocineros- \$3,000
- Emma's Dollar Store & More- \$1,200
- Flavors (Business Development)- \$5,000
- Flavors (Programming)- \$1,500
- Little Inkplay Shop- \$5,000
- Maryland Meadworks- \$1,500
- Queens Chapel Barber Shop- \$1,200
- Trinity Grill- \$2,500

Sponsors: City Administrator

Department: Community & Economic Development

Attachments: [Staff Memo- CIP 2022_Final](#)
[Corridor Investment Grant - Program Guidelines - May 2022_final](#)

12.c. Hyattsville Emergency Ordinance 2022-04: Campaign Finance Reports[HCC-70-FY23](#)

I move that the Mayor and Council introduce and adopt Hyattsville Emergency Ordinance 2022-04, an ordinance whereby the City Council amends Section 8-29, Article VII, Chapter 8 of the Hyattsville Code to adjust the time for which candidates must file their campaign finance reports (INTRODUCTION & ADOPTION).

Sponsors: City Administrator

Department: City Clerk

Attachments: [Emergency Ordinance Chapter 8 Section 8-29 Revision](#)

13. Council Dialogue (10:15 p.m. - 10:25 p.m.)**14. Motion to Adjourn**