

City of Hyattsville
Health, Wellness, and Recreation Advisory Committee
Minutes
Virtual Zoom Meeting
7:00-8:30 PM
August 26, 2021

Attendees: Don Burger, Sam Denes, Willene Hare, Pete Reiniger, Anita Shelton, Dyann Waugh
Staff Liaison: Cheri Everhart

1. July 22, 2021 meeting minutes
 - a. Dyann moved
 - b. Don seconded
 - c. Unanimously accepted
2. The meeting agenda focused on two items for FY22 Planning:
 - a. THRIVE GRANT
 - i. Establish grant's timeline
 - ii. Finalize the grant application –
 1. add wording for contingency plan due to COVID,
 2. request for applicant name and address,
 3. Add – award must be spent (or committed?) by June 30, 2022
 - iii. Release application package to the public
 - b. The City's Watershed Implementation Plan and Stormwater Management Inventory
 - i. Questions and comments
3. THRIVE Grant timeline
 - a. September 1, 2021
 - i. Release package to the public
 - ii. Cheri will coordinate and consolidate proposals and consolidate one week after deadline
 - b. October 1, 2021
 - i. Applications due
 - c. October 8, 2021
 - i. Each member of HWRC to review and score each proposals using ratings metric
 - ii. Prepare to discuss recommendations at next meeting

- d. October 28, 2021
 - i. Evaluate proposals
 - 1. If applicant under 16 years old, an adult can sponsor
 - ii. Draft questions, if needed, and email applicants
- e. November 4, 2021
 - i. Cheri – staff and send and receive committee answered question - responses will be emailed to HWRAC before next meeting
- f. November 18, 2021
 - i. Review applicant responses
 - ii. Make recommendations for grant allocation
 - iii. Draft memo and chart with potential awardees to City Council with award recommendations (use previous year's memo as a template)
 - 1. Highlight projects of particular interest to the city and demographics
- g. December 16, 2021 **meeting may need to be rescheduled due to December holidays**
 - i. Finalize and approve memo to City Council
 - ii. Prepare or finalize presentation to City Council
- h. January 2022
 - i. Forward memo to City Council
 - ii. Schedule presentation if required
 - iii. Prepare presentation, if needed (can we use previous year's presentation as a template?)
 - 1. Who is going to present?
- i. February 2022
 - i. Recommendations presented to City Council
- j. March 2022
 - i. Checks-in-hand – funds distributed to grantees
 - 1. Cheri – Check made payable to awardee – name and address needed
 - 2. Don – If they want to spend beyond FY22, an extension can be requested
- k. June 30, 2022
 - i. Cheri - Funds must be spent by June 30, 2022

- ii. Cheri – Awardee reports due after June 30th deadline
 - I. THRIVE Grant timeline
 - i. Pete moved
 - ii. Dyann seconded
 - iii. Timeline unanimously accepted
 - m. Finalize Grant Application
 - i. Pete moved
 - ii. Anita seconded
 - iii. Application unanimously accepted
- 4. City's Watershed Implementation Plan and Stormwater Management Inventory
 - a. Question/Comments
 - i. Pete – added his concerns to the document
 - ii. Others have also added questions and comments
 - iii. Don – is comfortable with submitting document to Dawn with public works
 - iv. Don will forward document to Cheri who will send it to Leslie
 - b. City's Watershed Implementation Plan and Stormwater Management Inventory
 - i. Don moved
 - ii. Dyann seconded
 - iii. Questions/comments unanimously accepted
- 5. Other business
 - a. Back-to-school-a-thon on September 2, 2021 at the new teen center, 5812 40th Ave from 6 pm to 8 pm – volunteers are being accepted
 - b. The city is planning the ribbon cutting ceremony for the new David C. Driskell Park.
 - i. Cheri - Mr. Driskell's family will be involved in the event
 - ii. Cheri – signage scheduled to be printed in Spring of 2022 (April?)
- 6. Next meeting will be September 23, 2021
- 7. Meeting adjourned
 - a. Pete moved
 - b. Anita seconded
 - c. Meeting unanimously adjourned