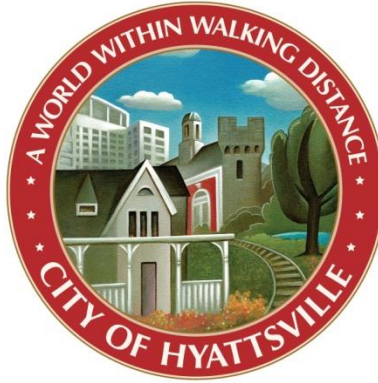




Hyattsville City Council Regular Meeting

Monday, August 3, 2015

8:00 PM

Agenda

- 1. Call to Order and Council Roll Call**
- 2. Pledge of Allegiance to the Flag**
- 3. Approval of Agenda**
- 5. Public Comment (8:10 p.m. – 8:20 p.m.)**
- 6. Presentations (8:20 p.m. – 9:10 p.m.)**
 - (1) Introduction to Senior Services Coordinator, Beryl Johnson (5 minutes)
 - (2) Public Comment Follow Up (10 minutes)
 - (3) FY-2013 Audit (5 minutes)
 - (4) Nine Pond Feasibility Study (20 minutes)
 - (5) Recommendations from the Education Advisory Committee (10 minutes)
- 7. Consent Items (9:10 p.m. – 9:15 p.m.)**
 - (1) **95-08-15 Police Department Replacement Vehicle Purchases** I move that the Mayor & Council approve the purchase and up fitting of six (6) replacement police department vehicles in an amount not to exceed \$282,000. – **At the Request of the City Administrator**
 - (2) **96-08-15 Code Compliance Replacement Vehicle Purchase** I move that the Mayor and Council authorize the purchase a single 2015 Ford C-Max Hybrid vehicle from Koons Ford of Silver Spring, 3111 Automobile Boulevard, Silver Spring, Maryland, for a total purchase price not to exceed \$26,500.00 – **At the Request of the City Administrator**
 - (3) **97-08-15 DPW Department Replacement Vehicle Purchases** I move that the Mayor & Council approve the purchase of two (2) replacement vehicles and two (2) pieces of equipment for the Department of Public Works, not to exceed \$300,000. – **At the Request of the City Administrator**

- (4) **98-08-15 Hyattsville Life and Times Contract** I move that the Mayor & Council approve the FY16 contract with the Hyattsville Life and Times in an amount not to exceed \$28,680, upon the review and approval by the City Attorney for legal sufficiency. – **At the Request of the City Administrator**
- (5) **99-08-15 Proclamation in Recognition of 2015 National Farmers Market Week** I move that the Mayor & Council adopt the following proclamation in honor of National Farmers Market Week, August 2 - 8, 2015. – **At the Request of the City Administrator**
- (6) **100-08-15 Livescan Fingerprinting Fee Schedule** I move that the Mayor & Council approve a City service fee of \$20 in addition to State of Maryland fees ranging from \$18 to \$34.50 for the various types of electronic fingerprinting services. – **At the Request of the City Administrator**
- (7) **101-08-15 Memorandum of Understanding: Parcel "N", Berman Enterprises** I move that the Mayor & Council authorize the City Administrator to execute a Memorandum of Understanding with Berman Enterprises for the parking operations management of Parcel N at University Town Center for a term of up to five (5) years, upon the review and approval by the City Attorney for legal sufficiency. – **At the Request of the City Administrator**
- (8) **102-08-15 Hyattsville Resolution 2015-03, Hyattsville CDC Community Legacy Application** I move that the Mayor & Council adopt Hyattsville Resolution 2015-03, a Resolution of the City of Hyattsville approving the Hyattsville Community Development Corporation's application and receipt of financing for a Community Legacy Project for the rehabilitation of 4314 Farragut Street as further described in the Community Legacy Application either directly by the Department of Housing and Community Development of the State of Maryland or through other departments or agencies of the State of Maryland. – **Hollingsworth, Haba, Lawrence**
- (9) **103-08-15 Schedule Public Hearing, Presentation of Prince George's Plaza TDDP** I move that the Mayor & Council schedule a Public Hearing on September 21, 2015 at 7:00 p.m. for a presentation of the Prince George's Plaza Transit District Development Draft Plan from Maryland National Capital Park and Planning Commission. – **At the Request of the City Administrator**

8. Action Items (9:15 p.m. – 9:35 p.m.)

- (1) **104-08-15 Kiplinger Phase II: DSP-14010/01** I move that the Mayor & Council send correspondence to the Maryland-National Capital Park & Planning Commission stating the City's support of Kiplinger Phase II: Detailed Site Plan 14010/01 with the following conditions:
 - 1) The developer will be required to provide additional street furniture along East-West Highway, pocket parks and along the development's designated greenway. The street furniture should include, but not be limited to, street art, bike racks, seating, trash/recycling cans and dog waste receptacles that are artistic in nature.
 - 2) The City does not support a variance request to permit, "Gross Living Space of a minimum 1,250 sq ft" and will require that all townhouse units be constructed to 4-stories, without an option for 3-story units.
 - 3) The proposed pitched roof for the condominium buildings must be revised as either a flat roof with equal height to the proposed elevation or modified in keeping with the urbanized aesthetics of the transit district.

4) The City is supportive of the applicant's pursuit of street names that reflect the printing history of the site. – **At the Request of the City Administrator**

(2) **105-08-15 Afterschool Youth Transportation, Joe's Movement Emporium** I move that the Mayor & Council authorize staff to execute a contract with Joe's Movement Emporium for afterschool transportation at no cost to the City, upon the review and approval by the City Attorney for legal sufficiency. – **At the Request of the City Administrator**

9. Discussion Items (9:35 p.m. – 10:00 p.m.)

At the Request of the City Administrator

(1) Selection of Tree Maintenance Contractor (10 minutes)

At the Request of Councilmember Solomon, Ward 5

(1) Establishing Hyattsville Police and Public Safety Advisory Committee (15 minutes)

10. Council Dialogue (10:00 p.m. – 10:10 p.m.)

11. Community Notices and Meetings

(1) City Calendar: August 4 - September 26

12. Motion to Close

(1) **Motion to Close 106-08-15** I move that the Mayor & Council close the Council Meeting of August 3, 2015 in order to discuss contract negotiations pertaining to the investment of public funds. – **At the Request of the City Administrator**

- **Please note that the Council will not return to open session at the adjournment of the Closed Session.**



Presentations: Introduction of Senior Services Coordinator, Beryl Johnson

SUBJECT: Introduction of Senior Services Coordinator, Beryl Johnson

SECTION: Presentations

BACKGROUND:

Ms. Beryl Johnson joins the City staff as our newly hired Senior Services Coordinator. Her 20(+) years of experience working in service related positions and her ability to build relationships with seniors led her to be selected over 20 applicants for the position. Beryl has served with the Department of Employment Services, United Communities Against Poverty, and Prince George's County Administration on Aging. Beryl hails from the DC area and holds a Bachelor's and Master's degree from Michigan State University. She also earned her teaching certification, and social work license. Beryl has hit the ground running here at the City. She has been meeting and engaging residents, coordinating with surrounding municipalities, and reaching out to community organizations to assess our senior and disabled citizens needs and desires. Please join me in welcoming Ms. Beryl Johnson to our City and as a member of team Hyattsville.

NEXT STEPS:

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

STRATEGIC GOALS

Goal: Goal 4 – Foster Excellence in all City Operations


Tracey Nicholson, City Administrator 7/29/2015



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

Meeting: 8/3/2015 8:00 PM

Department: Clerk's Office

Prepared by: Laura Reams

Sponsors: At the Request of the City Administrator

DOC ID: (ID # 1237)

6.2

Presentations: Public Comment Follow Up

SUBJECT: Public Comment Follow Up

SECTION: Presentations

BACKGROUND:

City Administrator, Tracey Nicholson will address questions/concerns raised during the July 20, 2015 Council Meeting "Public Comment" session:

- 1) University Hills Street and Sidewalk Project
- 2) Special Election for Ward 5
- 3) Advertisements on Telephone Polls

NEXT STEPS:

n/a

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

n/a

STRATEGIC GOALS

Goal: Goal 1 – Ensure Transparent and Accessible Governance


Tracey Nicholson, City Administrator 7/29/2015



Presentations: FY-2013 Audit

SUBJECT: FY-2013 Audit

SECTION: Presentations

BACKGROUND:

The testing and analytical process of the FY-2013 audit is now complete. The Treasurer has issued CohnReznick the 2nd draft of the audit document for their review and comments. We anticipate the Auditors final review and sign-off to be completed by August 8th, followed by the closing reports for signatures.

NEXT STEPS:

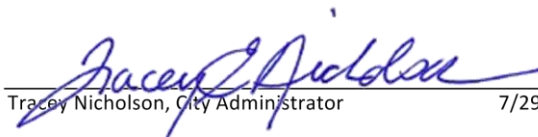
Complete the "Notes to Financials" and closing reports of the FY-2013 audit.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

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

STRATEGIC GOALS

Goal: Goal 4 – Foster Excellence in all City Operations


Tracey Nicholson, City Administrator 7/29/2015



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

Meeting: 8/3/2015 8:00 PM
Department: Community & Econ Dev
Prepared by: Jim Chandler
Sponsors: At the Request of the City Administrator
DOC ID: (ID # 1232)

6.4

Presentations: Nine Pond Feasibility Study

SUBJECT: Nine Pond Feasibility Study

SECTION: Presentations

BACKGROUND:

The Office of the County Executive is scheduled to provide the Mayor & Council with a presentation on their efforts to study a regional stormwater management system that could be used to address water quantities for properties located in vicinity of the Prince George's Plaza Metro Station.

NEXT STEPS:

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

STRATEGIC GOALS

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


Tracey Nicholson, City Administrator 7/29/2015



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

Meeting: 8/3/2015 8:00 PM
Department: Community Services
Prepared by: Jake Rollow
Sponsors: Committee
DOC ID: (ID # 1241)

6.5

Presentations: Recommendations from the Education Advisory Committee

SUBJECT: Recommendations from the Education Advisory Committee

SECTION: Presentations

BACKGROUND:

Please find attached:

- 1) A memorandum from the City of Hyattsville Education Advisory Committee
- 2) An announcement and application form for the recently launched Education Enrichment Grant Program

NEXT STEPS:

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

STRATEGIC GOALS

Goal: Goal 4 – Foster Excellence in all City Operations


Tracey Nicholson, City Administrator 7/29/2015

MEMO

To: Mayor Candace Hollingsworth and Hyattsville City Council

From: Hyattsville Education Advisory Committee

July 23, 2015

Mayor and Council,

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

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

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

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

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

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

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

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

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

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

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

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

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

The Education Advisory Committee

Michael Mineiro, Chair

Dakarai Aarons

Hector Corrada Bravo

Billy Friebele

Jen Kubit

Joe Ludes

T. Carter Ross, Vice Chair

Cynthia Totten

ATTACHMENT 1

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

School Officials

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

City Officials and Staff

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

Education Advisory Committee

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

ATTACHMENT 2

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

- Develop/support outdoor plan and learning spaces
- Provide recognition on the city website for student activities, including possibly naming/highlighting a “student of the month”
- Organize “walking school buses” to identify safe routes to schools and promote being on time
- Support extracurricular/club-level sports
- Connect students with local scouting opportunities (Boy Scouts, Girl Scouts, Roots & Shoots, etc.)
- Connect schools with state and federal organizations, such as City Year
- Facilitate parent–child reunification efforts
- Develop STEM/STEAM opportunities and programs (**S**cience, **T**echnology, **E**ngineering, (**A**rts,) **M**ath)
- Connect students with employment/volunteer opportunities at The Mall at Prince George’s and other area businesses
- Provide opportunities for civic education and engagement.
- Link school communities with broader services, such as food banks, insurance, mental health, etc.
- Assist schools with communications/public relations efforts and outreach to raise awareness of activities, opportunities, and school news among all school communities and the city at large.



City of Hyattsville

Education Enrichment Grant Program

About the Grant Program

The City of Hyattsville's Education Enrichment Grants Program is one of the ways the City is working to support our community's public schools, students and families. Grants of up to \$500 are available to fund activities that enhance or enrich the opportunities and education of students. Examples include, but are not limited to, guest speakers, field trips and materials for a special project. Applications that impact large groups of students, build ties within the community (for example, between schools and businesses), integrate the arts, and/or target low-income (Title 1), limited English proficiency (LEP), or special education needs are strongly encouraged to apply. Grants are not intended to fund items that are normally provided by Prince George's County Public Schools, such as copier paper, staffing, etc.

Eligibility

The grant program is open to public elementary, middle and high schools that have boundaries that include any or all of the City of Hyattsville. Those schools include Bladensburg High, Northwestern Evening High, Northwestern High, Hyattsville Middle, Nicholas Orem Middle, Felegy Elementary, Hyattsville Elementary, Rogers Heights Elementary, Rosa Parks Elementary, and University Park Elementary. School principals, teachers, staff, students, community members and parent-teacher organizations are eligible to apply. Multiple applications can be submitted by and awarded to representatives of the same school, but for different projects.

How to Apply

Applications must be completed and submitted to the City of Hyattsville no later than October 15, 2015. Applications will be reviewed by the City's Education Advisory Committee and then submitted to the Mayor and Council for approval of awards. Funds will be disbursed in January and must be spent prior to the end of the 2015-2016 school year.

Applications are available at www.hyattsville.org/xxxx. If you have questions, or would like to pick up a printed application, please contact Jake Rollow, Education Advisory Committee Liaison at 301-985-5031 or jrollow@hyattsville.org.

City of Hyattsville

Education Enrichment Grants Program

The City of Hyattsville's Education Enrichment Grants Program is one of the ways the City is working to support our community's public schools, students and families. Grants of up to \$500 are available to fund activities that enhance or enrich the opportunities and education of students. Examples include, but are not limited to, guest speakers, field trips and materials for a special project. Applications that impact large groups of students, build ties within the community (for example, between schools and businesses), integrate the arts, and/or target low-income (Title 1), limited English proficiency (LEP), or special education needs are strongly encouraged to apply. Grants are not intended to fund items that are normally provided by Prince George's County Public Schools, such as copier paper, staffing, etc.

The grant program is open to public elementary, middle and high schools that have boundaries that include any or all of the City of Hyattsville. Those schools include Bladensburg High, Northwestern Evening High, Northwestern High, Hyattsville Middle, Nicholas Orem Middle, Felegy Elementary, Hyattsville Elementary, Rogers Heights Elementary, Rosa Parks Elementary, and University Park Elementary.

Please review the following instructions carefully. Failure to follow the application instructions may result in the rejection of an application.

Questions—Question about the Grants Program should be submitted in writing to Jake Rollow, Education Advisory Committee liaison, at jrollow@hyattsville.org. Applicants are also encouraged to attend the Committee's meeting on September 24 at 6:30 p.m. in the City Municipal Building at 4310 Gallatin Street, Hyattsville, MD, 20781. This meeting is an opportunity for prospective applicants to ask questions about the application process.

Application Instructions and Requirements—Applications are welcome from eligible schools and school principals, teachers, staff, students, community members and parent-teacher organizations are eligible to apply. There is no limit to the number of applications schools and organizations may submit, but all applications must be independent of each other (i.e., a school cannot submit two \$500 applications for the same project).

Grants are limited to a maximum of \$500 each, but can be less than the maximum. The total amount should be justified in your application. Applications must include a detailed budget plan. Applications that include additional funding sources should indicate the source of funding or contributions. It is recommended that a letter of support or commitment from the external funding source be included. If the external funding is from the school or parent-teacher organization, this should be indicated, and the signature of the principal or the organization's president shall be taken as a commitment of support.

All applications must be signed by the school principal. Applications from organizations must also be signed by the organization's president. Proposals that the Principal is unable or unwilling to sign



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

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

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

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

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

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

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

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

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

Due Date—Applications are due by 5 p.m. on October 15, 2015.

Submit Grant Applications by Email or Mail to—

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

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



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

SECTION 1 – APPLICANT INFORMATION

Name:

Position:

School:

Email Address:

Phone Numbers:

Amount Requested:

Check should be made payable to:

Project Start Date:

Project End Date:

Not before Jan. 1, 2016

not after July 1, 2016

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

SECTION 2 – SIGNATURES

Principal's Signature:

Date:

Principal's Printed Name:

Applicant's Signature:

Date:

Applicant's Printed Name:

SECTION 3 – DESCRIPTION OF GRANT REQUEST

Title of Project:

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

Office Use Only

Date Received:

Application Complete:

Accepted:

Amount:





Consent Items: MOTION #95-08-15 Police Department Replacement Vehicle Purchases

SUBJECT: Police Department Replacement Vehicle Purchases

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #95-08-15

I move that the Mayor & Council approve the purchase and up fitting of six (6) replacement police department vehicles in an amount not to exceed \$282,000.

BACKGROUND:

The replacement and up fitting of six (6) police department vehicles at a cost not to exceed \$282,000 was approved as part of the FY 2016 Capital Improvement Budget. The purchased vehicles will include a mix of 2016 Ford Utility Interceptor AWD SUVs and 2016 Police Interceptor Sedan AWD vehicles.

The vehicles will be purchased from a Statewide contract issued to Apple Ford in Columbia, MD. The equipment and up fitting will be from a Statewide contract issued to Breakford, Corporation in Hanover, MD.

NEXT STEPS:

Order Vehicles

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Existing Police personnel to order and coordinate the up fitting of the vehicles. The City Treasurer will secure the lease/purchase agreement.

STRATEGIC GOALS

Goal: Goal 3 - Promote a Safe and Vibrant Community

FISCAL IMPACT:

Approved FY 2016 Capital Expenditure of up to \$282,000



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

Meeting: 8/3/2015 8:00 PM
Department: Police Department
Prepared by: Douglas Holland
Sponsors: At the Request of the City Administrator
DOC ID: (ID # 1226)

7.1

Consent Items: MOTION #95-08-15 Police Department Replacement Vehicle Purchases


Tracey Nicholson, City Administrator 7/29/2015



Consent Items: MOTION #96-08-15 Code Compliance Replacement Vehicle Purchase

SUBJECT: Code Compliance Replacement Vehicle Purchase

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #96-08-15

I move that the Mayor & Council authorize the purchase a single 2015 Ford C-Max Hybrid vehicle in an amount not to exceed \$26,500.00

BACKGROUND:

Recommend the Mayor and Council authorize the acquisition of the 2015 Certified Ford C-Max from Koons Ford of Silver Spring, Maryland.

If the vehicle is no longer available at the purchase price of \$26,500, on August 4, 2014, we request authority to acquire the vehicle from the 2nd Choice, Koons Ford of Falls Church, Virginia which, while not a local vendor, is \$358 less expensive and still within the \$27,000 Council approved budget limit. The outfitting equipment is limited to a rear light bar, which will be transferred from an existing Code vehicle and lettering will be completed by Bay Signs, which will be funded out of operational funds.

NEXT STEPS:

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

STRATEGIC GOALS

Goal: Goal 4 - Foster Excellence in All City Operations

FISCAL IMPACT:

None, funding for this acquisition is included in the FY2016 CIP.



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

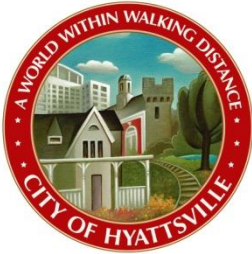
Meeting: 8/3/2015 8:00 PM
Department: Community & Econ Dev
Prepared by: Jim Chandler
Sponsors: At the Request of the City Administrator
DOC ID: (ID # 1230)

7.2

Consent Items: MOTION #96-08-15 Code Compliance Replacement Vehicle Purchase


Tracey Nicholson, City Administrator 7/29/2015

City of Hyattsville



Memo

To: Mayor and Council

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

From: Jim Chandler, Assistant City Administrator, Director, Community & Economic Development

Date: July 10, 2015

Re: Code Vehicle Replacement Procurement

The purpose of this memorandum is to request the Mayor and City Council approve the purchase of one (1) replacement vehicle for the Office of Code Compliance.

Background

Code Compliance will be replacing an existing pick-up truck with a fuel efficient hybrid vehicle, which is consistent with the City's Sustainability Policy and meet the budgetary and operational requirements of Code. The existing Code truck will be transferred to DPW and will be used to support Parks operations.

The adopted FY2015 City budget includes \$27,000 for a replacement vehicle for the Office of Code Compliance.

Last year staff replaced an outdated pick-up truck with the Ford C-Max Hybrid, due in part to its reported 40 combined city/highway miles per gallon (42 city/37 highway), serviceability

and NHTA Safety Rating. Code Compliance staff has been pleased with the performance of the vehicle and we are requesting the approval of a 2015 Ford C-Max Hybrid in FY2016.

The City has directly solicited four (4) cost proposals from Ford dealerships and received quotes for each. The top two (2) cost proposals are as follows:

1st Choice

Koons Ford of Silver Spring

\$26,500.00

2nd Choice

Koons Ford of Falls Church

\$26,142.00

Recommendation

Staff is recommending the Mayor and Council authorize the acquisition of the 2015 Certified Ford C-Max from Koons Ford of Silver Spring, Maryland. While the price is 1.4% higher than the quote provided by Koons Ford of Falls Church, Section 2.1 of the City's Procurement Policy allows, "preference may be given to those within the Prince George's County and then the State of Maryland".

If the vehicle is no longer available to us on August 4, 2014, we request the authority to acquire the vehicle from either the 2nd Choice Koons Ford of Falls Church, Virginia. The outfitting equipment is limited to a rear light bar, which will be transferred from an existing Code vehicle and lettering will be completed by Bay Signs, which will be funded out of operational funds.



Consent Items: MOTION #97-08-15 DPW Department Replacement Vehicle Purchases

SUBJECT: DPW Department Replacement Vehicle Purchases

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #97-08-15

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

BACKGROUND:

The City Council approved an amount NTE \$300,000 in the FY2016 CIP to replace two DPW vehicles and several pieces of equipment. The current fleet of vehicles are at or beyond, their recommended useful life span. In addition, the Parks Department is missing key pieces of equipment that can assist in the restoration of City parks, playgrounds and sports fields. The purchases will include: A Skid steer type excavator/multi tool capable unit with trailer to be used by all DPW Divisions and for snow removal. A Top Dresser for the Parks Division to apply compost instead of fertilizer on City fields. A new pick-up truck to replace the 2005 Ford F350 from Criswell Chevrolet off the Maryland State bid contract for the Streets Division. A used bucket truck to be used by the Parks, Buildings and Grounds Division for banner replacements and installation; repair and maintenance of city owned pedestrian light poles; repair and maintenance of City signs and buildings; tree trimming and maintenance to the tree canopy. The cost for the vehicles and equipment is estimated to be less than \$200,000.

NEXT STEPS:

Secure funding to purchase the vehicles and equipment.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

DPW personnel will order and coordinate with the City Treasurer. The City Treasurer will secure the lease financing and associated purchase agreements for these purchases.

STRATEGIC GOALS

Goal: Goal 3 - Promote a Safe and Vibrant Community

FISCAL IMPACT:

Approved FY 2016 Capital Expenditure of up to \$300,000



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

Meeting: 8/3/2015 8:00 PM

Department: Finance Department

Prepared by: Ron Brooks

Sponsors: At the Request of the City Administrator

DOC ID: (ID # 1236)

7.3

Consent Items: MOTION #97-08-15 DPW Department Replacement Vehicle Purchases


Tracey Nicholson, City Administrator 7/29/2015



Consent Items: MOTION #98-08-15 Hyattsville Life and Times Contract

SUBJECT: Hyattsville Life and Times Contract

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #98-08-15

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

BACKGROUND:

The Life and Times contract expired June 30th, 2015. The Board of Directors requested a fee increase. In recent years the Board has received an increase of approximately \$900 per year. The City counter-proposed an increase that matches our COLA - 1.7% or \$ 480 per year. Approval of the 1.7% increase would bring the total contract price from \$2,350 per month to \$2,390 per month, or \$28,680/year.

In exchange, the Life and Times will layout, design, and run the Hyattsville Reporter in its monthly print publication, as well as a full page of color advertisements. The Life and Times will also print on the front page in Spanish that Spanish-language content is inside. The Reporter will also be made available as a PDF on the Life and Times website.

NEXT STEPS:

Execute the Contract

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

STRATEGIC GOALS

Goal: Goal 1 - Ensure Transparent and Accessible Governance

FISCAL IMPACT:

\$28,680



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

Meeting: 8/3/2015 8:00 PM

Department: Community Services

Prepared by: Jake Rollow

Sponsors: At the Request of the City Administrator

DOC ID: (ID # 1238)

7.4

Consent Items: MOTION #98-08-15 Hyattsville Life and Times Contract


Tracey Nicholson, City Administrator 7/29/2015



Consent Items: MOTION #99-08-15 Proclamation in Recognition of 2015 National Farmers Market Week

SUBJECT: Proclamation in Recognition of 2015 National Farmers Market Week

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #99-08-15

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

BACKGROUND:

n/a

NEXT STEPS:

n/a

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

n/a

STRATEGIC GOALS

Goal: Goal 4 - Foster Excellence in All City Operations

Action: 4.1 Provide exceptional customer service

FISCAL IMPACT:

None


Tracey Nicholson, City Administrator 7/29/2015



Proclamation in Recognition of National Farmers Market Week August 2 through 8, 2015

Whereas, the State of Maryland and Prince George's County have a rich history of agricultural bounty; and

Whereas, Farmers Markets provide fresh, affordable, nutritious, and locally grown food to consumers and provide support to local artisans, vendors and businesses; and

Whereas, Farmers Markets positively contribute to the economic and social vitality of many communities; and

Whereas, the City of Hyattsville's Farmers Market has brought the best in fresh produce and other locally grown products to our residents for over a decade; and

Whereas, Maryland's Farmers Markets support and recognize the last full week in July as Buy Local Week, and challenges every resident to pledge to eat at least one thing from a local farm for these seven days; and

Whereas, National Farmers Market Week and Buy Local Week are a great resource to residents and local businesses; and

Whereas, The United States Department of Agriculture recognizes August 2 through August 8, 2015 as National Farmers Market Week, and encourages people of the United States to celebrate the benefits of farmers markets;

NOW, THEREFORE, we do hereby proclaim the week of August 2 through August 8, 2015 as National Farmers Market Week.

Candace B. Hollingsworth, Mayor

August 3, 2015



Consent Items: MOTION #100-08-15 Livescan Fingerprinting Fee Schedule

SUBJECT: Livescan Fingerprinting Fee Schedule

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #100-08-15

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

BACKGROUND:

The Police Department procured a Livescan Electronic Fingerprinting System in FY2015. The system is connected to a Maryland Department of Public Safety and Correctional Services System and allows the City the opportunity to provide civilian fingerprinting services. The City will charge a \$20 administrative service fee in addition to fees charged by the State.

In response to Council member questions during a discussion at the Council meeting on July 20, 2015, the Pre Registration Application form has been revised to include information on the City's fingerprint retention policy as well as customer service contact information for the State System.

NEXT STEPS:

Announce the new service and begin operations.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Use of existing staff resources for a maximum of 12 hours per week.

STRATEGIC GOALS

Goal: Goal 3 - Promote a Safe and Vibrant Community

FISCAL IMPACT:

Minimal additional revenue generated by service fees



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

Meeting: 8/3/2015 8:00 PM
Department: Police Department
Prepared by: Douglas Holland
Sponsors: At the Request of the City Administrator
DOC ID: (ID # 1234)

7.6

Consent Items: MOTION #100-08-15 Livescan Fingerprinting Fee Schedule


Tracey Nicholson, City Administrator 7/29/2015



Hyattsville City Police Department Livescan Pre-Registration Application



APPLICANT INFORMATION (PLEASE TYPE OR PRINT CLEARLY)

Name:					
Date of birth:		SSN:		Gender: ☐ Male ☐ Female (Please check)	
Height:	ft. inches	Weight:	lbs.	Eye Color:	Hair Color:
Race: ☐ Black ☐ White ☐ Asian/Pacific Islander ☐ Native American ☐ Other (Please check)					
Place of Birth:			Citizenship:		
Current address:					
City:			State:	ZIP Code: -	
Daytime Phone:		Evening Phone:		Driver's License #:	

AGENCY INFORMATION

Agency Authorization #:	
ORI # (if required):	Reason fingerprinted?
Position Applied for:	
Request Type: (Choose one ONLY) ☐ Adult Dependent Care ☐ Attorney/Client ☐ Child care ☐ Criminal Justice ☐ Gold Seal/ Adoption ☐ Gold Seal/Letter/VISA ☐ Government Employment	☐ Government Licensing or Certification ☐ Immigration/VISA ☐ Individual Challenge ☐ Individual Review ☐ MSP Licensing ☐ Private Party Petition ☐ Public Housing

Mail Response to:

(Mailing option only available for Visa Gold Seal and/or Individual Review)

Name: _____ Address: _____ City, State, Zip code: _____

Records are stored temporarily by the Hyattsville City Police Department for no longer than one year. For questions regarding the status of your fingerprint and demographic information, please contact customer service at the Maryland Department of Public Safety and Correctional Services, Criminal Justice Information System

(410) 764-4501
1-888-795-0011



Consent Items: MOTION #101-08-15 Memorandum of Understanding: Parcel "N", Berman Enterprises

SUBJECT: Memorandum of Understanding: Parcel "N", Berman Enterprises

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #101-08-15

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

BACKGROUND:

In May 2015, Berman Enterprises requested that the City of Hyattsville manage their user fee based surface lot (Parcel N) at University Town Center. Over the past several months, the staff has coordinated with Berman Enterprises to assess the requirements, lot usage, and the operational impact. The City determined that management of the lot will not require additional staffing or resources. The City coordinated terms which include retaining all enforcement revenue, collecting and retaining a portion of the coin revenue, and Berman being responsible for lot maintenance and equipment. Additional coordinated details are included in the attached memo and draft MOU.

This item was discussed with the Mayor and Council at the meeting on July 20, 2015.

NEXT STEPS:

Staff will coordinate with the property owner to commence management operations by August 7, 2015.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

If the MOU is approved, the City would be responsible for enforcing the user payments at the lot and processing of cash/coin payments.

STRATEGIC GOALS

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

FISCAL IMPACT:

Staff projects the City's management of the parking operations will generate \$8,000 - \$12,000 in parking revenue annually.



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

Meeting: 8/3/2015 8:00 PM
Department: Community & Econ Dev
Prepared by: Jim Chandler
Sponsors: At the Request of the City Administrator
DOC ID: (ID # 1233)

7.7

Consent Items: MOTION #101-08-15 Memorandum of Understanding: Parcel "N", Berman Enterprises


Tracey Nicholson, City Administrator 7/29/2015

City of Hyattsville



Memo

To: Mayor and Council

From: Jim Chandler, Director of Community & Economic Development, Assistant City Administrator

CC: Tracey Nicholson, City Administrator
Ron Brooks, Treasurer

Date: June 23, 2015

Re: MOU for Parking Management of Parcel N at University Town Center

The purpose of this memorandum is to advise the Mayor and Council on a request for parking management services being made by commercial properties within the City of Hyattsville.

Details

In 2014, Berman Enterprises acquired a variety of parcels at University Town Center including a 2.42 acre site undeveloped site (Parcel N), which is adjacent to the under construction Safeway site, as part of the \$25.8 million acquisition of the 54,497 Metro V building, 19,000 sq. ft. of retail along America Boulevard, 25,000 sq.ft. of ground floor retail below the condominium building, and Regal Royale Theater.

In response to requests made by retail tenants, Berman activated Parcel N as a paid parking lot including two (2) pay stations and marked parking spaces. The lot is intended as a temporary use while the property owner waits to develop based on market conditions and an update of the Prince George's Plaza Transit District Development Plan.

In May of this year, Berman Enterprises, formally requested that the City of Hyattsville consider administering a portion of the user fee based parking lot.

Over the past several months, staff has spoken with Berman Enterprises, assessed the operational impacts and usage of the lot and most recently negotiated terms for the management of the surface lot.

Staff Analysis

Berman has made a significant investment in the surface lot and is depending on meter revenues to offset the investment cost. Berman would prefer that the City take on the responsibility of enforcing the user payments at the lot and we have worked together to develop terms that adequately compensates the City for management of the lot and coin processing.

Prior to the development of the Safeway site, the City had managed the 100-surface parking spaces at University Town Center. The lot was equipped with two (2) multi-space parking meters and monitoring of the lot was included in the patrol of spaces within University Town Center, including America Boulevard. The area was at the time patrolled with two (2) Parking Aides and meter coin collection was included our contractors' collection route. Due to so few multi-space meter units being on the site, Berman was unable to secure a contractor willing to accept coin collection of the meters. Previously the City owned equipment was maintained by City staff, however since the current equipment is Berman's, it is our preference that the responsibility of maintaining the equipment and condition of the parking lot be the responsibility of the Owner.

Berman Enterprises is agreeable to the terms outlined below for the City to manage the enforcement of public parking on the subject property:

- City manages enforcement and keeps all enforcement revenue
- Berman maintains the parking lot, equipment and is responsible for parts replacement
- Berman's vendor provides the City with back end access and email meter status alerts
- Berman keeps 100% of credit card revenue
- City will service the coin collection, deposit the funds and issue payment to Berman on a monthly basis for a fee of 15% of the coin revenue.
- 2-year term with mutual 1 year extensions for up to a total of 5 years
- 60-day mutual termination clause.

Based on the terms provided above and the City's previous experience in managing the surface lot at University Town Center, I anticipate that the lot will generate \$8,000 - \$12,000 in combined meter revenues and municipal citations for the City. These projected revenues will cover both staffing and coin processing expenditures.



Consent Items: MOTION #102-08-15 Hyattsville Resolution 2015-03, Hyattsville CDC Community Legacy Application

SUBJECT: Hyattsville Resolution 2015-03, Hyattsville CDC Community Legacy Application

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #102-08-15

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

BACKGROUND:

On July 1, 2015, the Hyattsville Community Development Corporation (CDC) submitted a request for a Council Resolution of support for the CDC's application for Community Legacy funding for FY-2016. The funding will support the interior rehabilitation of the building located at 4314 Farragut Street to bring it up to code and make it suitable for occupancy. The Council discussed this item during the Council Meeting on July 20, 2015.

NEXT STEPS: n/a

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT: n/a

STRATEGIC GOALS

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

FISCAL IMPACT:

None



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

Meeting: 8/3/2015 8:00 PM
Department: Clerk's Office
Prepared by: Laura Reams
Sponsors: Hollingsworth, Haba, Lawrence
DOC ID: (ID # 1229)

7.8

Consent Items: MOTION #102-08-15 Hyattsville Resolution 2015-03, Hyattsville CDC Community Legacy Application


Tracey Nicholson, City Administrator 7/29/2015

HYATTSVILLE RESOLUTION 2015-03

Resolution of the City of Hyattsville approving the Hyattsville Community Development Corporation's application and receipt of financing for a Community Legacy Project(s) for the rehabilitation of 4314 Farragut Street as further described in the Community Legacy Application ("The Application") either directly by the Department of Housing and Community Development (the "Department") of the State of Maryland or through other departments or agencies of the State of Maryland.

WHEREAS, the City of Hyattsville recognizes that there is a significant need for reinvestment and revitalization of the communities in Prince George's County; and,

WHEREAS, the Hyattsville Community Development Corporation proposes a Community Legacy Project (the "Project") for the rehabilitation of 4314 Farragut Street as further described in the Application, the purpose of which will be to contribute to the reinvestment and revitalization in the Area; and,

WHEREAS, the Department, either through Community Legacy or through other programs of the Department or in cooperation with other State departments or agencies, may provide some or all of the financing for the Project (the "Project Financing") in order to assist in making it financially feasible; and

WHEREAS, the Sustainable Community is located within a priority funding area under Section 5-7B-02 of the Smart Growth Act and the Project will conform to the local zoning code; and

WHEREAS, the applicable law and regulations require approval of a Sustainable Community, the Project, and the Project financing by the City of Hyattsville, and where appropriate, by the chief elected executive official of the local subdivision;

NOW, THEREFORE BE IT RESOLVED THAT, the City of Hyattsville hereby endorses the Project; and HEREBY supports and approves the request of the Hyattsville Community Development to the State of Maryland and the appropriate State Departments as outlined above for financial assistance in the form of a grant or loan up to the amount of \$45,000 for the Project and

BE IT FURTHER RESOLVED THAT, the Chief Elected Executive Official be, and is hereby requested to, endorse this Resolution, thereby indicating his or her approval thereof; and,

BE IT FURTHER RESOLVED THAT, copies of this Resolution be sent to the Secretary of the Department of Housing and Community Development of the State of Maryland.

READ AND PASSED THIS 3rd day of August, 2015.

BY ORDER: Mayor Candace B. Hollingsworth, I hereby certify that Resolution Number 2015-03 is true and correct and duly adopted by the City Council of Hyattsville.

ATTEST/WITNESS:

City of Hyattsville

Laura Reams, City Clerk

Candace B. Hollingsworth, Mayor

Attachment: Resolution 2015-03 (1229 : Hyattsville Resolution 2015-03, Hyattsville CDC Community Legacy Application)



HYATTSVILLE

Community Development Corp

4312 Hamilton Street - Hyattsville, MD 20781 - (301) 683-8267 (O) - (207) 470-3805 (F) - www.hycdc.org

Board of Directors:

Lisa Jordan, Board Chair
 Gloria Felix-Thompson, Vice-Chair
 Mark G. L. Ferguson, Treasurer, Acting Secretary
 Michael Franklin, Immediate Past Chair

Lynda Lynn
 Maria Saldaña
 Corey Powell
 Chris Hatcher

Executive Director: Stuart W. Eisenberg

Memorandum:

2016 COMMUNITY LEGACY APPLICATION: Hyattsville Community Development Corporation

Summary: Funding request for restoration of 4314 Farragut Street

Work to date:

Since obtaining the building, Hyattsville CDC has replaced the roof sheathing, flashing, and the failed roof with solar shingles (Cool Roof-rated); repaired or replaced water-damaged framing; rebuilt or restored the failing soffits, fascia and rakes. New gutters and downspouts have been installed; and the chimneys have been pointed, re-flashed, repaired and capped against infiltration. Thirty missing or broken panes of glass have been replaced. The building interior has been cleaned; is currently gutted; existing electrical has been inspected and repaired as needed; temporary lighting installed; and the ground floor and basement have been asbestos-abated.

Also, all water-damaged exterior masonry has been repaired or pointed. Thermal storm windows are at the warehouse, ready to be installed.

Work pending (next):

Next we plan waterproofing the basement; replacing more damaged or inadequate framing over the kitchen; moving the first floor powder room; and finishing the downstairs interior ready for move in.

Narrative project background:

1. Describe... positive outcomes or impacts on neighborhood revitalization and economic development expected? How will it enhance the quality of life?

This project transforms a blighted, vacant property into productive use as a community resource and provides a key property owner, Comcast Cable, with an alternative to demolition by salvaging a historic property, which is a contributing resource to Hyattsville's National Register Historic District. The Storer/Comcast Building is the last of Hyattsville's stone bungalows and was home to the first Cable TV franchise in Prince George's County. The restoration of The Storer/Comcast Building preserves the continuity and remaining integrity of the historic street front pattern. Additionally, this project prevents the creation of a vacant lot space, maintaining a space that will lift up the surrounding community instead of diminishing its quality of life.

The property will continue to generate positive community impact after rehabilitation. Once the property is re-activated, it will house the Hyattsville Community Development Corporation (HCDC). This expanded space will increase the capacity of HCDC to carry out key neighborhood revitalization and

economic development programmatic activity. It will also serve as programming and studio space for local artists, providing a home for the creative economy of the Gateway Arts District.

The location of the Storer/Comcast Building adjacent to the County Services Building and Justice Center allows a unique opportunity for interaction between the property and visitors and employees of Hyattsville's Civic Center. Many thousands of visitors traverse Farragut Street annually while driving to the District Court, the County's District 1 Police Station, City Hall and other local destinations. Fixing and occupying a vacant commercial building at this location will improve public safety, the perception of security on the block, and the overall impression of Hyattsville at this key location. HCDC's revitalization will reverse the perpetuation of blight and present a safe and professional image for Hyattsville's civic center. This positive result will accrue to the surrounding residences, about 40 households and businesses.

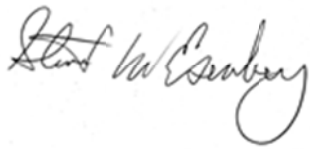
Future tenants:

Hyattsville CDC: headquarters (1st Fl)

Creative Edge Studios of Prince George's: classroom and co-office (1st Fl)

Artist in Residence: 1 BR, plus studio apartment (by bi-annual competition) (2nd Fl)

Up to two non-profit office tenants (to-be-determined) (2nd Fl)



Stuart Eisenberg, Executive Director
Hyattsville Community Development Corporation
301 683-8267 – Office, 301 693-0073 – mobile
www.hycdc.org



4312 Hamilton Street • Hyattsville, MD 20781 • (301) 683-8267 (O) • (207) 470-3805 (F) • www.hycdc.org

Board of Directors:

Lisa Jordan, Board Chair
Gloria Felix-Thompson, Vice-Chair
Kaitlin Miller, Secretary
Mark G. L. Ferguson, Treasurer
Michael Franklin

Lynda Lynn
Maria Saldaña
Lonni Moffet
Corey Powell
Chris Hatcher

Executive Director: Stuart W. Eisenberg

Date: July 1st, 2015

The Honorable Candace Hollingsworth, Mayor
4310 Gallatin Street
Hyattsville, MD 20781

Dear Mayor Hollingsworth,

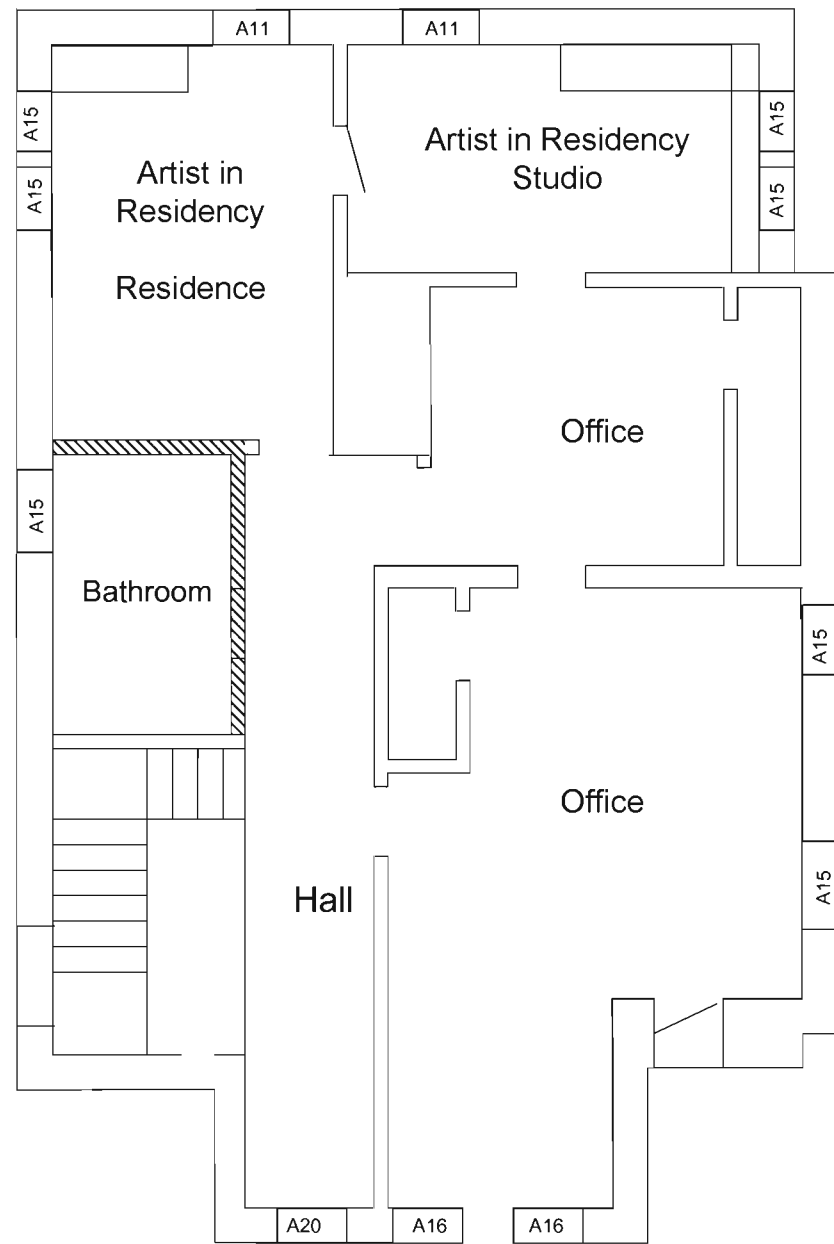
The Hyattsville Community Development Corporation would like to thank the City of Hyattsville for its past support of our projects and programming; and we will continue to seek and expand on the City's invaluable partnership for our future endeavors.

We would like to request a City Council resolution of support for the Hyattsville CDC's application for Community Legacy funding for FY 2016. The funding will support the rehabilitation of 4314 Farragut Street, specifically interior reconstruction to bring the building up to code and suitable for occupancy.

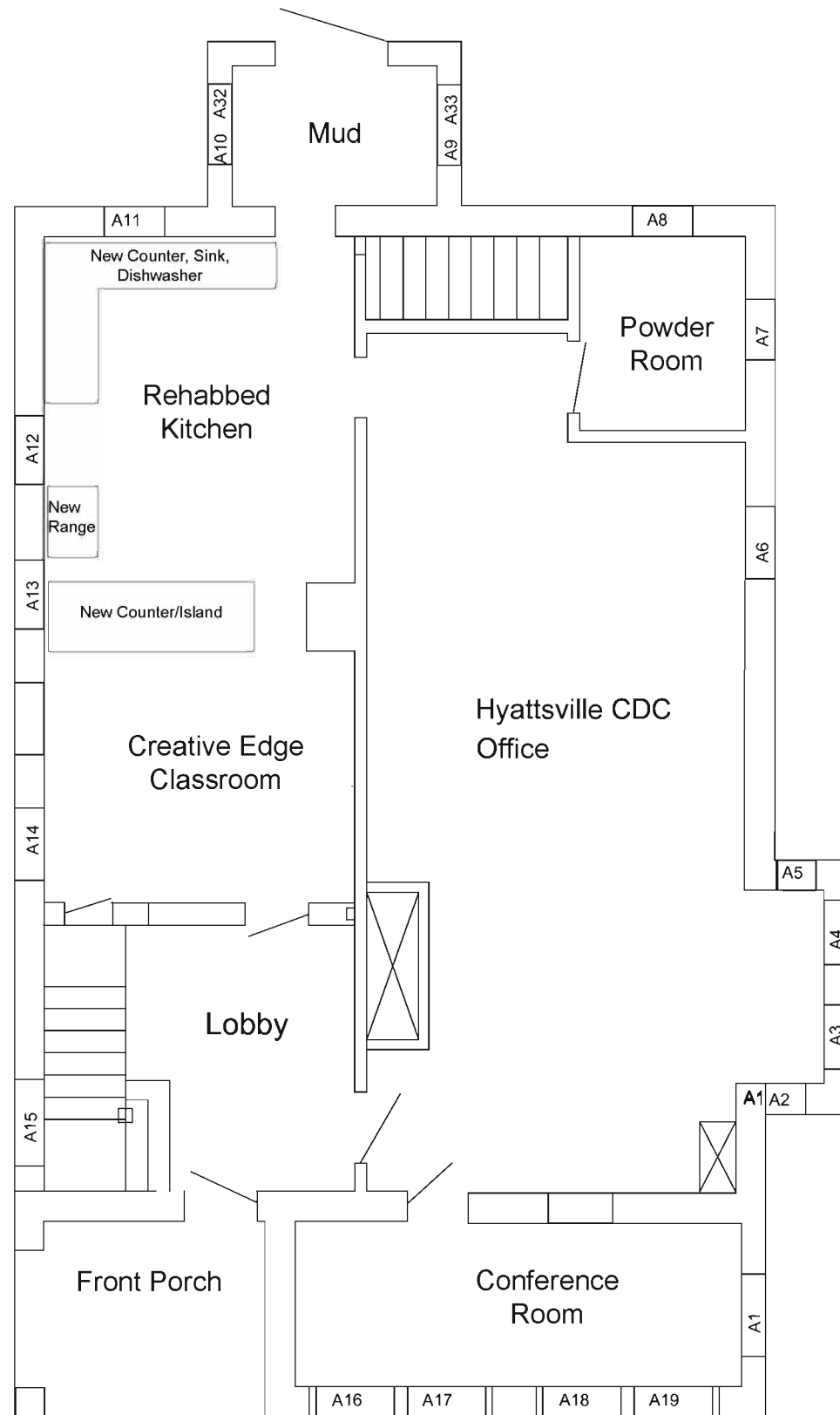
Attached is a draft copy of the statutory resolution language prepared for staff to employ. We would greatly appreciate the City's endorsement of the project.

Sincerely,

Stuart Eisenberg, Executive Director
Hyattsville Community Development Corporation



Second Floor



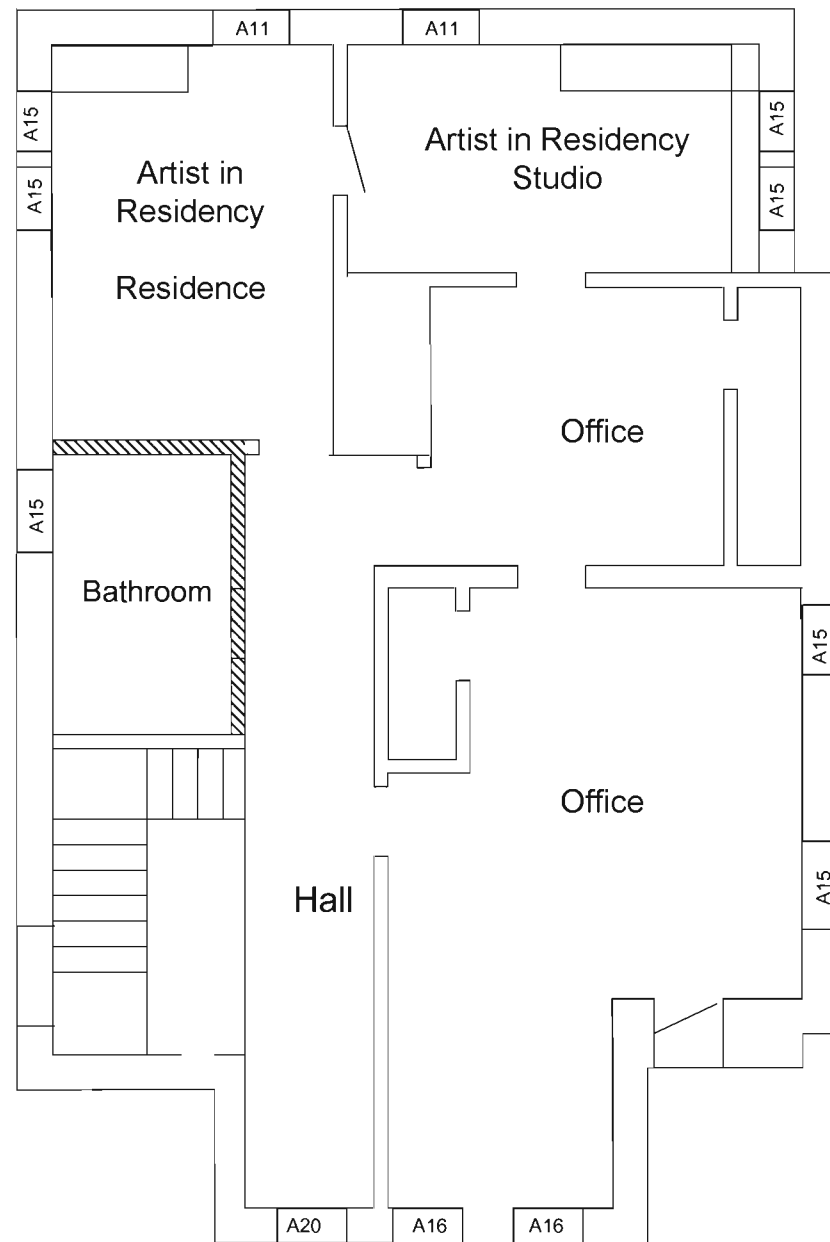
First Floor

4314 Farragut Street

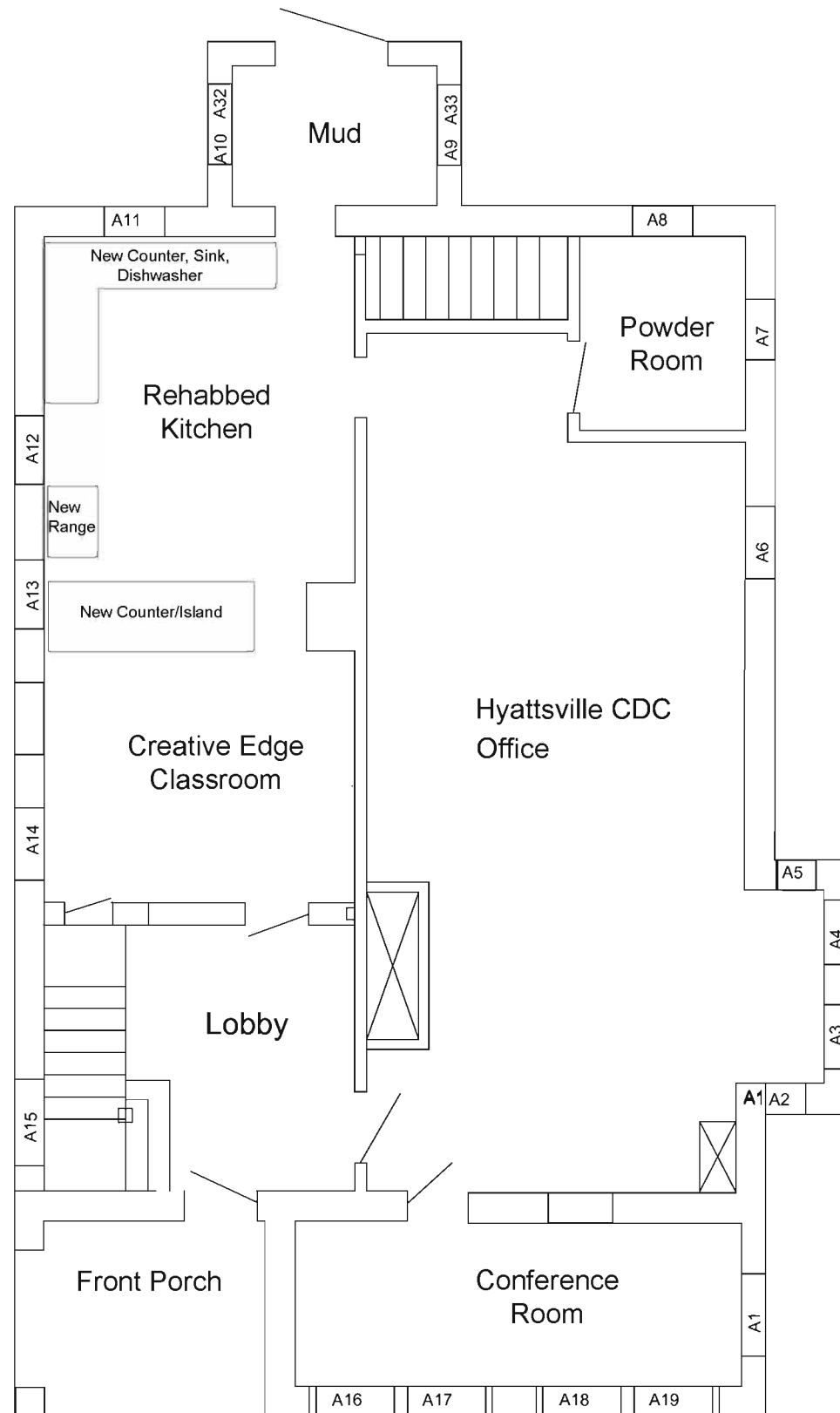
Hyattsville CDC
(301) 683-8267

Stuart Eisenberg
Executive Director

Last Updated 7/13/14



Second Floor



First Floor

4314 Farragut Street

Hyattsville CDC
(301) 683-8267

Stuart Eisenberg
Executive Director

Last Updated 7/13/14



Consent Items: MOTION #103-08-15 Schedule Public Hearing, Presentation of Prince George's Plaza TDDP

SUBJECT: Schedule Public Hearing, Presentation of Prince George's Plaza TDDP

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #103-08-15

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

BACKGROUND:

Mr. Bill Washburn and Scott Rowe from M-NCPPC will present the draft Prince George's Plaza Transit District Development Plan (TDDP) to the Mayor and Council. An outline of the draft plan was presented to the City's Planning Committee on July 21, 2015.

Although, typically public hearings are held at 7:30 p.m., due to the volume of information, it is recommended that the hearing be scheduled for 7:00 p.m.

NEXT STEPS:

The Council Meeting of September 21, 2015 will include an agenda item to discuss the draft plan. It is anticipated that the Council will take action in the form of a letter of support on the draft plan during the October 5, 2015 Council Meeting.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

STRATEGIC GOALS

Goal: Goal 1 - Ensure Transparent and Accessible Governance

FISCAL IMPACT:

None



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

Meeting: 8/3/2015 8:00 PM

Department: Clerk's Office

Prepared by: Laura Reams

Sponsors: At the Request of the City Administrator

DOC ID: (ID # 1227)

7.9

Consent Items: MOTION #103-08-15 Schedule Public Hearing, Presentation of Prince George's Plaza
TDDP


Tracey Nicholson, City Administrator 7/29/2015



Action Items: MOTION #104-08-15 Kiplinger Phase II: DSP-14010/01

SUBJECT: Kiplinger Phase II: DSP-14010/01

SECTION: Action Items

RECOMMENDED ACTION:

Motion #104-08-15

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

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

BACKGROUND:

As presented to the City Council on June 1, 2015, the applicant, NVR Inc, the parent company of Ryan Homes, will be redeveloping two parcels of the former Kiplinger Editors Press site located at 3401 East-West Highway. The subject property is located in Subarea 7 of the Prince George's Plaza Transit District Overlay Zone. The applicant is proposing a detailed design for the for-sale townhouse development on the south side of the site and 2-over-2 condominium development located on the western parcel of the subject site.

The applicant is proposing the construction of 126 total residential units consisting of 86-sixteen foot wide by 40 ft deep townhouse units located on the southern parcel of the site and 40-two family units with dimensions of 24 ft. Wide and 50 feet deep. The two-family units will be constructed and sold as 2-over-2 condominium units with separate entrances and garage parking.

This item was discussed at the meeting of July 20, 2015 at which time the applicant provided a brief presentation outlining the revisions to the project in response to comments and recommendations from the



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

Meeting: 8/3/2015 8:00 PM
Department: Community & Econ Dev
Prepared by: Jim Chandler
Sponsors: At the Request of the City Administrator
DOC ID: (ID # 1231)

8.1

Action Items: MOTION #104-08-15 Kiplinger Phase II: DSP-14010/01

Staff and Planning Committee. A full briefing memorandum including recommendations is attached.

NEXT STEPS:

A letter will be provided to the M-NCPPC Planning Board and the applicant.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Staff will be required to attend the respective Planning Board hearing and District Council hearing, if necessary.

STRATEGIC GOALS

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

FISCAL IMPACT:

None


Tracey Nicholson, City Administrator 7/29/2015



Memo

To: Mayor and City Council

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

From: Jim Chandler, Assistant City Administrator and Director, Community & Economic Development

Date: June 23, 2015

Re: Kiplinger Property: Phase II – DSP-14010-01

Summary

This memorandum is to provide the Mayor and Council with a briefing and recommendations regarding the detailed site plan application for the redeveloping two parcels of the former Kiplinger Editors Press site located at 3401 East-West Highway.

Details

As presented to the City Council on June 1, 2015, the applicant, NVR Inc, the parent company of Ryan Homes, will be redeveloping two parcels of the former Kiplinger Editors Press site located at 3401 East-West Highway. The subject property is located in Subarea 7 of the Prince George's Plaza Transit District Overlay Zone. The applicant is proposing a detailed design for the for-sale townhouse development on the south side of the site and 2-over-2 condominium development located on the western parcel of the subject site.

The applicant is proposing the construction of 126 total residential units consisting of 86-sixteen foot wide by 40 ft deep townhouse units located on the southern parcel of the site and 40-two family units with dimensions of 24 ft. wide and 50 feet deep. The two-family units will be constructed and sold as 2-over-2 condominium units with separate entrances and garage parking.

The applicant is requesting four (4) variances as follows:

1. Minimum Lot Size of 1,800 sf
2. No more than 6 townhouses per building group
3. Width of units to be 24' wide on the ends and 20' wide continuous
4. Gross Living Space of a minimum 1,250 sq ft

Variance 1 – 3 are approved through the Preliminary Plan of Sub-division process. Variance number 4 is being pursued through the detailed site plan approval process and will need to be addressed by the City through its communication to the M-NCPPC Planning Board.

Planning Committee Review

On Tuesday, June 16th, the applicant met with the Hyattsville Planning Committee to present the site plan and solicit feedback from the Committee. During the discussion, there were concerns voiced by the Committee about the vibrancy of the building facades, particularly for the condominium buildings, which as the applicant described is utilizing a visually cooler color pattern, as opposed to the warmer pattern that the firm also has available. According to the applicant, the drawings, as presented, were unrefined and did not accurately capture the aesthetic vibrancy of what is proposed. At the conclusion of the presentation and discussion, the Committee voted to support the following.

Overall, the Committee is supportive of the proposed residential development for Phase II of the Kiplinger development and recommends the City's support for the project subject to the following conditions:

1. The developer should consider the addition of street furniture throughout the site including but not limited to street art, bike racks, seating, trash/recycling cans and dog waste receptacles that are artistic in nature;
2. Recommend improving the overall vibrancy of the architectural facade for both the condominium and townhouse units;
3. More conscious treatment of the end-units of residential blocks in particular the corner of Toledo Terrace and East-West Highway;
4. The Committee recommends that the developer should re-examine how to address the potential height differential between the 3-story and 4-story unit option for the townhouse units;
5. The proposed bike/walking trail should either be expanded in width or re-characterized as a sidewalk;
6. Street names: Committee's recommend that the developer proposed street names consider using existing street naming protocol and looking at a plat map for the purpose of extending the existing street grid, or as an alternative, as the applicant has suggested, pursuing street names that capture the printing history of the site.

Recommendations

The applicant is proposing to introduce a variety of residential unit types into the Prince George's Plaza Transit District Overlay Zone, an area dominated primarily by market rate residential rental units. In 2013, the Kiplinger site was rezoned through approval of a conceptual site plan permitting the construction of 800+ residential units located within a multi-family structure with some limited retail use on the site. Through an extensive market evaluation, it was determined by the owner that the projected market absorption rate for the proposed number of units within the Prince George's Plaza TDOZ could not be supported, and it was therefore necessary to re-evaluate the overall unit count and the mix of residential unit type. The 11.68-acre development is now proposed as 478 total units which will include 352-multi-family rental units (approved) and 126-for sale single family homes. The layout of the design will provide for an increased density in fee simple residential housing within the transit district and the location of the multi-family structure along East-West Highway will provide the opportunity for long-term redevelopment.

The site plan is proposing additional connectivity to existing neighborhoods both within and outside of the Prince George's Plaza TDOZ. This connectivity will benefit multiple means of transportation which will be critical to the continued urbanization of the transit zone. The newly created east to west roadway will provide access through the neighborhood and long-term will provide the opportunity for an extended road network parallel to East-West Highway as the corridor continues to redevelop. The applicant has suggested pursuing street names that capture the printing history of the site; an interesting concept that would provide the site with a unique character. While the unique naming of the streets may seem incompatible with the rest of the transit zone and the Hyattsville area as a whole, Editors Park Drive will remain as the eastern boundary of the subject site and so there is already a well known starting point for naming the newly created roadway network based on the printing history of the site. It is my recommendation that the Council encourage the applicant to pursue this a unique street naming history for the development.

The applicant is not proposing any additional bicycle storage other than what is included as interior storage as part of the Phase I multi-family structure. The site will not include retail uses, so any additional bicycles storage that will need to be accommodated will be almost exclusively guests of the residents within the neighborhood. Given the proximity to Prince George's Plaza Metro and a variety of adjacent bicycle trails, it is my opinion that additional bicycle racks should be placed within the site, with the most logical locations being along the southern "greenway", pocket parks and along the East-West Highway sidewalk in front of the proposed condominium buildings. The City has available several yellow bicycle racks that have been provided to area businesses and commercial property owners and can make these bicycle racks available to the developer. In addition to the bicycle racks, I concur with the Planning Committee that the applicant should be required to include addition of street furniture throughout the site including but not limited to street art, seating, trash/recycling cans and dog waste receptacles that are artistic in nature.

The applicant will be providing the City with updated 3-dimensional elevation renderings of both residential unit types. Updated elevations are not available as of the drafting of this memorandum, however I expect that these elevations will be provided to the City by close of business on July 17th at which time they will be provided to the Mayor and Council. Comments with respect to the architecture may be modified in an updated memorandum to be included in the August 3rd Council packet.

With respect to the proposed townhouse unit height, based on discussions with both the applicant and the Planning Committee, I am recommending that the fee simple townhouse units be built at a standard of 4-stories without the option for 3-story units. Requiring the townhouses be constructed as 4-story units will ensure that there are no odd gaps existing in between units within the same block and negate the necessity for the applicant to request a variance of, "Gross Living Space of a minimum 1,250 sq ft".

The applicant is proposing a pitched roof system for the condominium buildings, including those located along East-West Highway. The applicant's intent for including the pitched roof is to provide visual height to the residential product that will be directly adjacent to multi-family building along East-West Highway. The design is similar to the roofing system at Mosaic at Metro, however being adjacent to both Post Park Apartments and 'The Addition', the design appears very suburban and not in keeping with the urbanizing character of the Prince George's Plaza Transit District. The proposed pitched roof for the condominium buildings should be revised as either a flat roof with equal height to

the proposed elevation or modified to be more in keeping with the urbanized aesthetics of the transit district.

A summary of the Staff recommendations for support are as follows:

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

As stated previously in this memorandum, additional conditions related to the architecture, specifically comments raised by the Planning Committee as recommendations 2 & 3, will be provided to the Council upon review of the revised elevation renderings and will be included in the August 3rd Council packet.

The detailed site plan is eligible as an 'Expedited Transit-Oriented Development Site Plan Application', therefore the timeline for review and approval of this application is more condensed than traditional applications.

The applicant was originally scheduled for a M-NCPPC Planning Board hearing on Thursday, July 23, 2015, the final meeting prior to the Planning Board's August recess. Due to a variety of reasons, the application hearing will now take place after the August recess, therefore the City Council has additional time to consider this matter. This item will be placed on Discussion for July 20th, with Action taking place at the Council meeting on August 3, 2015.

EDITOR'S PARK

DETAILED SITE PLAN (DSP) FOR 2 OVER 2 CONDOMINIUMS AND TOWNHOMES

City of Hyattsville
Planning Commission Meeting
Monday, July 20, 2015

Editor's Park – Location Map



Summary of Prior Planning Commission Meeting DSP Feedback

The City of Hyattsville Planning Commission expressed several primary concerns relating to the DSP application for the Editor's Park 2 over 2 condominiums and townhomes.

List of Concerns

- Consider addition of street furniture throughout the site including but not limited to street art, bike racks, seating, trash/recycling cans and dog waste receptacles that are artistic in nature;
- Recommend improving the overall vibrancy of architectural façade for both the townhome and condominium units;
- More conscious treatment of the end-units of residential blocks in particular the corner of Toledo Terrace and East-West Highway.

List of Concerns, Continued

- Re-examine how to address the potential for differential between the 3-story and 4-story unit option for the townhouse units;
- The proposed bike/walking trail should either be expanded in width or re-characterized as a sidewalk;
- Consider using existing street name protocol and looking at plat map for the purpose of extending the existing street grid or pursuing street names that capture the printing history of the site.

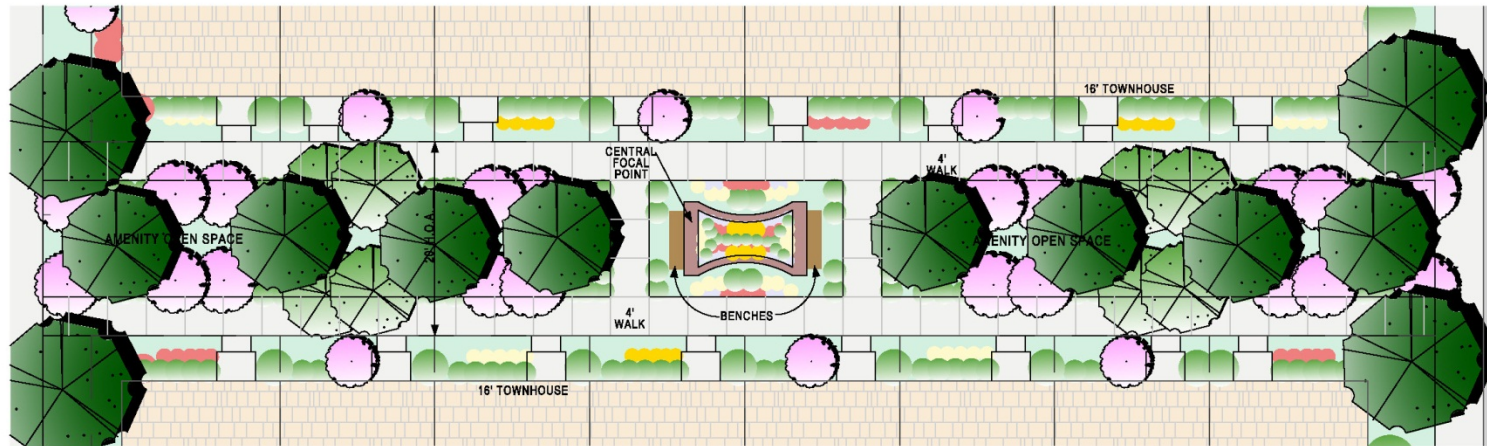
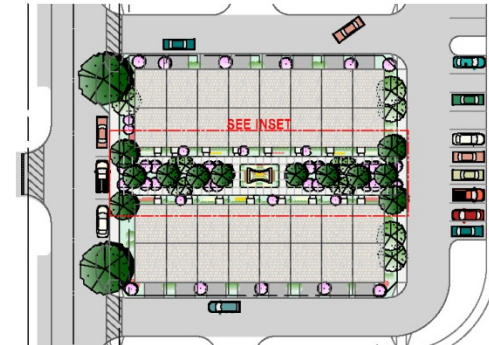
Response / Agenda

- Applicant (Kiplinger) has made some adjustments to the site plan and associated details in response to concerns.
- Builder (NVR/Ryan Homes) has further refined architectural designs and prepared new illustrative renderings to address the commission's concerns.

Changes Made to Site Plan

- Benches, bike racks and trash receptacles added at select locations.
- Linear green space along southern boundary has been re-labeled to note “sidewalk” in lieu of “trail.”
- Applicant has evaluated city street naming protocol and examined existing street pattern. Applicant proposes “news themed” street names in alphabetical sequence from east to west (subject to county review).

Typical Mews/Courtyard



SOLTESZ
4300 Forbes Boulevard, Suite 230
Lanham, MD 20706
P.301.794.7555 F.301.794.7556
www.solteszco.com

DISCLAIMER: THE ARCHITECTURE SHOWN ON THIS EXHIBIT IS AN ARTIST'S ILLUSTRATIVE RENDERING.
ACTUAL ARCHITECTURE CAN BE FOUND ON THE DSP TO BE APPROVED.

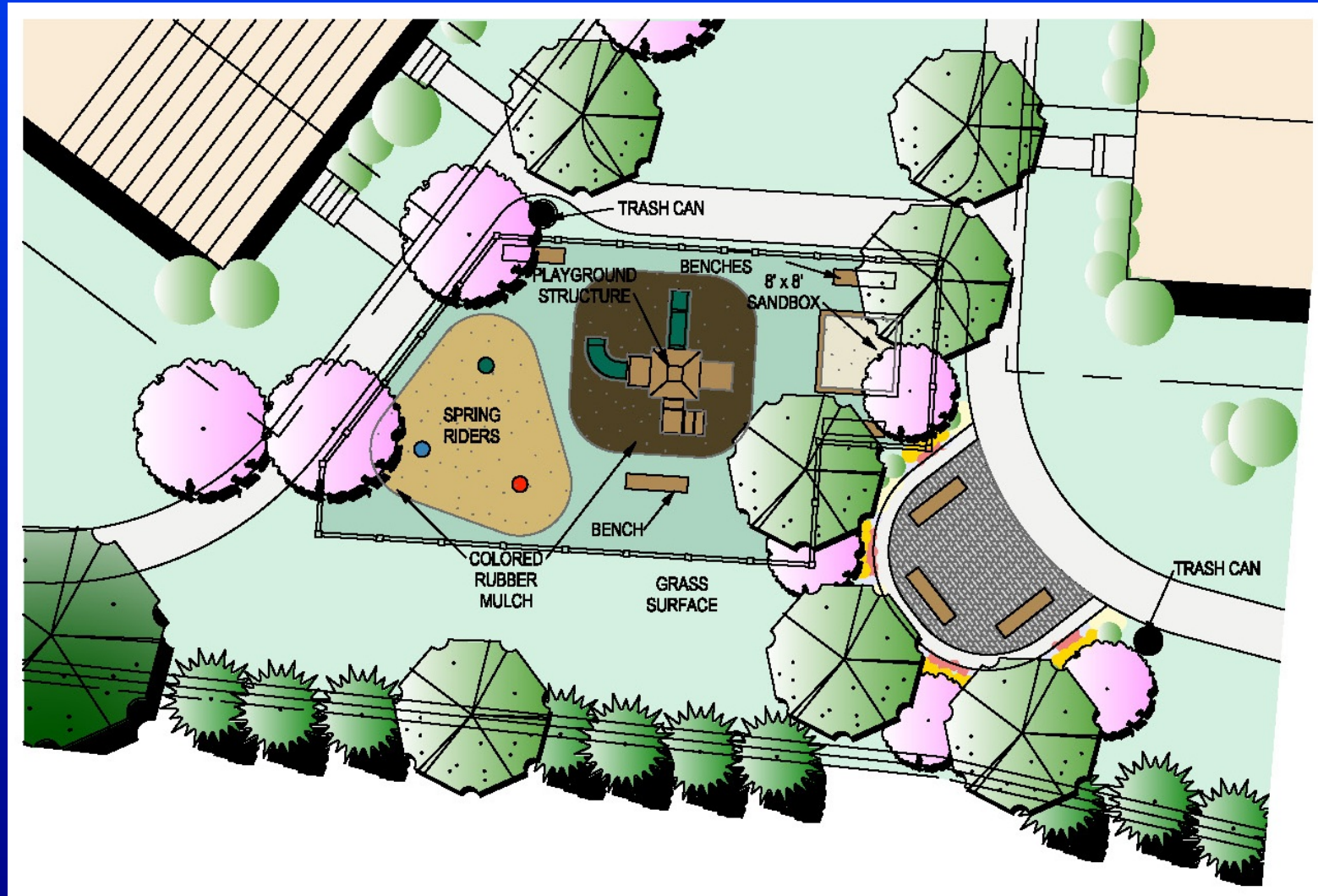
LANDSCAPE 'MEWS' OR COURT
TREATMENT OPTION

KIPLINGER

SCALE: 1"= 10'

DRAWN: FEBRUARY 2015

Tot Lot and Seating Area



2 Over 2 Site Plan



Changes Made – 2 Over 2 Condominiums

- Removed pitched roof and replaced with flat, parapet style roof.
- Added additional design element on high visibility end elevation.
- Added architectural ironwork elements.
- Refined color schemes.

2 Over 2 Condominium – Front Elevation (6 Unit Building) Facing East-West Highway at the Corner of Toledo Terrace



FRONT ELEVATION "J"
(REVERSED)

FRONT ELEVATION "H"

FRONT ELEVATION "G"

2 Over 2 Condominium - Right Side Elevation (6 Unit Building) Facing Corner of East-West Highway /Toledo Terrace



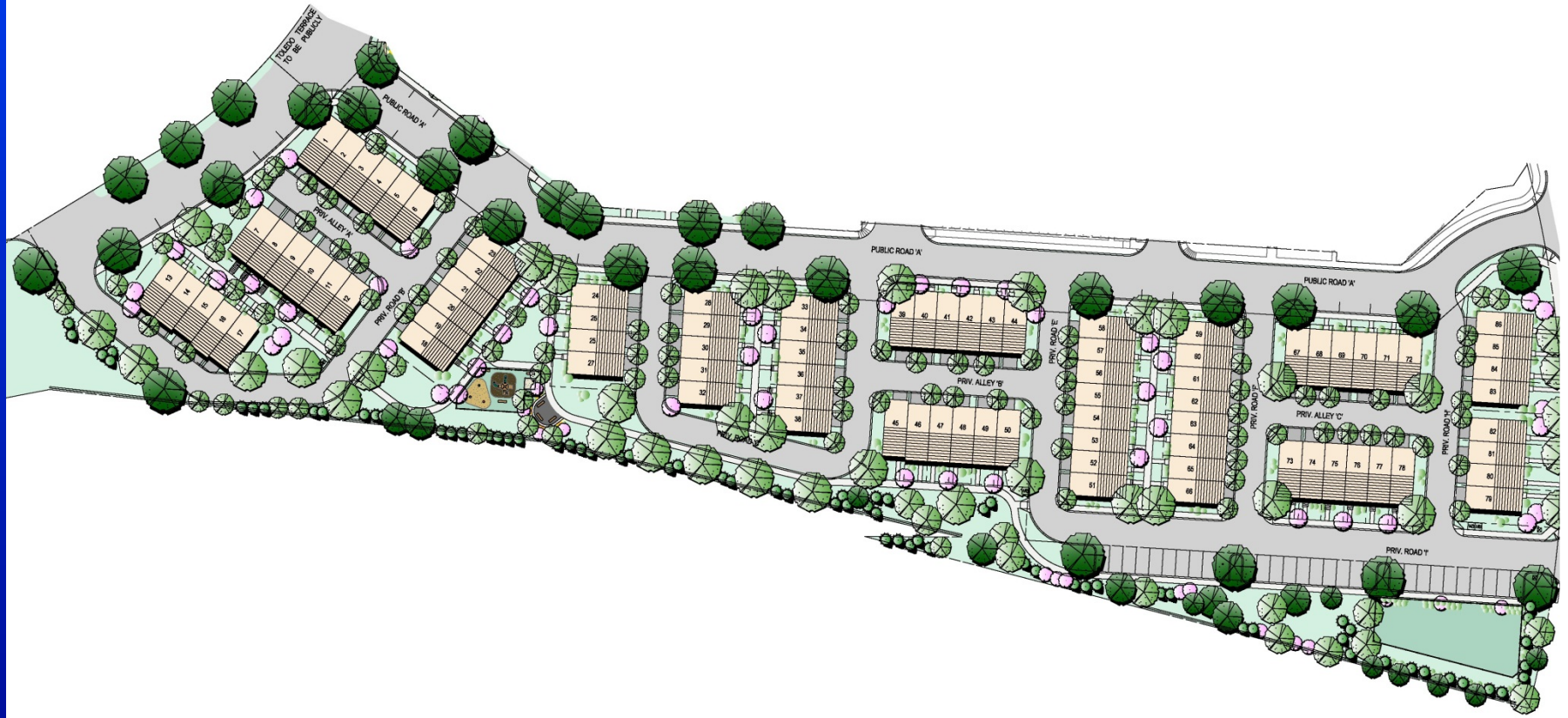
2 Over 2 Condominium – Front Elevation (10 Unit Building) Facing Home Depot on Toledo Terrace



2 Over 2 Condominium – Left Side Elevation (10 Unit Building) Facing Corner of East-West Highway/Toledo Terrace



Townhome Site Plan



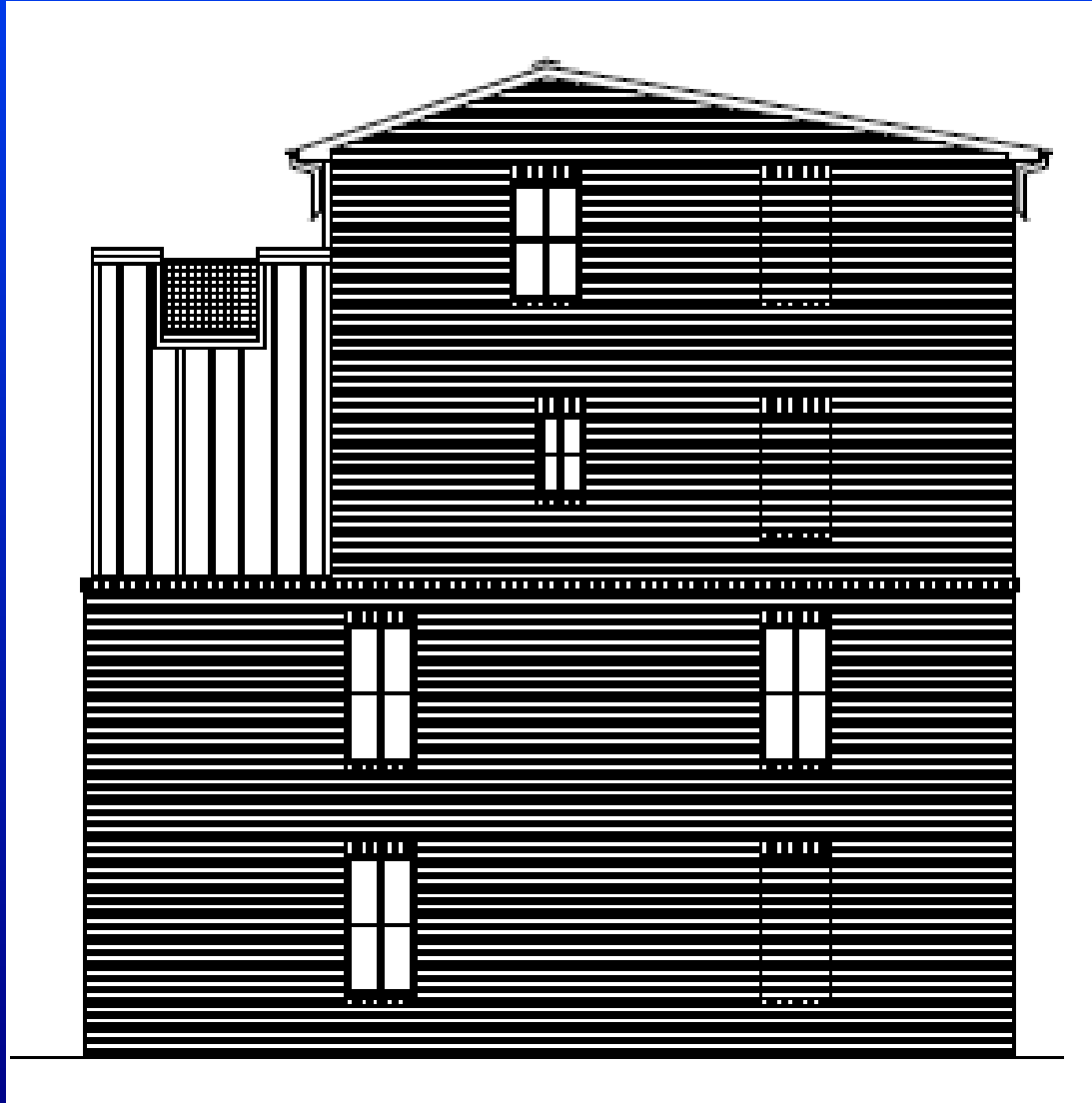
Changes Made to Townhomes

- All 4-story with roof top terrace (no 3-story).
- Shifted to asymmetric pitch roof on 4th story.
- Added architectural ironwork elements including open roof balcony railings.
- Adjusted surface material design.
- Refined color schemes.

Townhome Front Elevation (6 Unit Building) Across from Home Depot at Toledo Terrace and New Road



Townhome Right Side Elevation (6 Unit Building) At Corner of New Road and Toledo Terrace



Street View No.1

Corner of East-West Highway
and Toledo Terrace (back to
Post Property building)

Street View No. 1





Street View No. 2

Entrance to New Road via
Toledo Terrace (back to the
Home Depot parking lot)

Street View No. 2





Artist's rendering for illustrative purposes only, subject to change. Refer to technical plans for details. Entry wall depicted this specific rendering likely will not fit due to engineering conflicts (to be determined as engineering is finalized).

Aerial View

Tot lot with linear green
space/sidewalk in the
foreground, 2 over 2
condominiums and apartment
building in the background

Aerial View







Builder

NVR, Inc. (Ryan Homes)
656 Quince Orchard Road
Suite 500
Gaithersburg, MD 20878

Contact

Brian Afnan
Director – Land
Phone: (240) 912-1030
Email: bafnan@nvrinc.com



Action Items: MOTION #105-08-15 Afterschool Youth Transportation, Joe's Movement Emporium

SUBJECT: Afterschool Youth Transportation, Joe's Movement Emporium

SECTION: Action Items

RECOMMENDED ACTION:

Motion #105-08-15

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

BACKGROUND:

Joe's Movement Emporium, Mt. Rainier, MD, asked the Mayor if the City would consider transporting children enrolled in its after school program from Hyattsville Elementary to Joe's every school day starting in August. City staff met with Joe's and discussed the following terms for a possible MOU.

- The Community Services Department would use its new vehicle (TBD) to drive children each day from Hyattsville Elementary to Joe's after school program.
- The City would pay our backup Call-A-Bus driver or hire a part time employee to drive the vehicle.
- A Joe's employee would meet our driver at the City building (or wherever the van is housed) to accompany the driver and children back to Joe's.
- The City would offer its old van for this purpose, until the new vehicle is purchased (currently approved in the FY16 budget).
- The City would offer the service during the 2015-2016 school year on a trial basis. Summer service and/or additional school years will need to be discussed and negotiated at a later date.
- The City can at any time choose to expand the service to other organizations or schools in the area. The MOU would also be written to allow the City to opt out of the service.
- Joe's has current plans to outreach to Rosa Parks and Felegy Elementary.
- Joe's would pay the City \$250 per week to offset the cost of the part-time employee/driver, gasoline, and wear and tear on the vehicle.
- For additional trips, stops or students, new pricing will have to be renegotiated.
- Joe's will offer tuition vouchers to low-income families and waive their transportation fees. However, Joe's seeks assistance advocating with the County to more effectively process tuition vouchers.



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

Meeting: 8/3/2015 8:00 PM
Department: Community Services
Prepared by: Jake Rollow
Sponsors: At the Request of the City Administrator
DOC ID: (ID # 1239)

8.2

Action Items: MOTION #105-08-15 Afterschool Youth Transportation, Joe's Movement Emporium

City staff has confirmed that participating students will not need car seats, and that no additional liability insurance must be purchased by the City.

NEXT STEPS:

Prepare and execute the contract.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

STRATEGIC GOALS

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

FISCAL IMPACT:

None


Tracey Nicholson, City Administrator 7/29/2015



Discussion Items: Selection of Tree Maintenance Contractor

SUBJECT: Selection of Tree Maintenance Contractor

SECTION: Discussion Items

BACKGROUND:

In May 2015 we officially solicited a Request for Proposal (RFP) for city wide Tree Maintenance from July 2015 through July 2016. The final selection was based upon the following criteria:

- 1) Submission of all requested/required documentation
- 2) Employment of an ISA Certified Arborist
- 3) Competitive Pricing

Three of the four firms in attendance at the mandatory meeting submitted proposals. A team of City Staff evaluated each firm. Adirondack Tree Experts was again chosen to provide tree maintenance services and support to the city.

In evaluation of the three firms, Adirondack was the only firm to submit all requested documentation. Adirondack has a 20 year history of providing outstanding service and quality work to the City and employs several ISA Certified Arborists. They have also proven to be the best value based on price, quality of work, turn around time, safety record, and certified staff members. Additionally, Adirondack has the ability to provide services in and around high voltage lines and has individuals trained in Aerial Rescue.

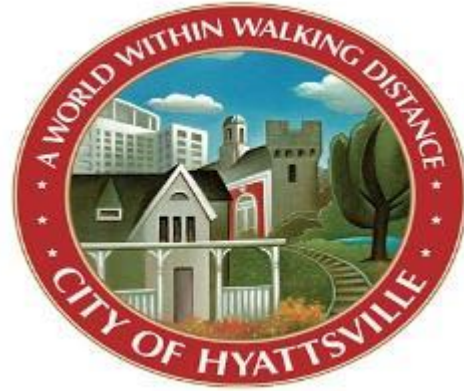
ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

The City Arborist oversees all tree work that occurs in City Right of Way and on City owned property.

STRATEGIC GOALS

Goal: Goal 3 – Promote a Safe and Vibrant Community


Tracey Nicholson, City Administrator 7/29/2015



Memo

To: Candace Hollingsworth and Council

From: Dawn Taft

Date: July 22, 2015

CC: Tracey Nicholson, Lesley Riddle

Re: Selection of Tree Maintenance Contractor

Initial RFP Solicitation

In May 2015 we officially solicited a Request for Proposal (RFP) for city wide Tree Maintenance. The selection of a successful firm was largely based upon the following criteria:

- Submission of all requested documentation
- Employment of an ISA Certified Arborist
- Competitive Pricing

Three of the four firms in attendance at the mandatory meeting submitted proposals.

Selection

A team of City Staff was chosen to evaluate each firm. After evaluation of each packet, Adirondack Tree Experts was chosen to provide tree services to the city.

In evaluation of the three firms, Adirondack was the only firm to submit all requested documentation. Adirondack not only has a 20 year history of providing outstanding service and quality work to the city but employs several ISA Certified Arborists and has competitive pricing when compared with the other firms. Additionally, Adirondack can provide services in and around high voltage lines and has individuals trained in Aerial Rescue.



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

Meeting: 8/3/2015 8:00 PM
Department: Clerk's Office
Prepared by: Laura Reams
Sponsors: Solomon
DOC ID: (ID # 1242)

9.2

Discussion Items: Establishing Hyattsville Police and Public Safety Advisory Committee

SUBJECT: Establishing Hyattsville Police and Public Safety Advisory Committee

SECTION: Discussion Items

BACKGROUND:

The attached motion form and worksheet were submitted for consideration by Councilmember Solomon. The motion establishes a Police and Public Safety Advisory Committee.

NEXT STEPS:

This item is tentatively on the consent agenda for the Council Meeting of Monday, September 21, 2015.

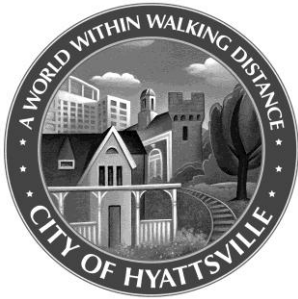
ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Staff Liaison

STRATEGIC GOALS

Goal: Goal 1 – Ensure Transparent and Accessible Governance


Tracey Nicholson, City Administrator 7/29/2015



Council Agenda Form

MOTION # TBD		DRAFT #
DATE SUBMITTED: 5/8/2015	DATE TO GO BEFORE COUNCIL: 8/3/2015	
SUBMITTED BY: CM Joseph Solomon		
DEPARTMENT: Hyattsville City Council, Hyattsville Police Department		

TITLE OF MOTION: Establishing Hyattsville Police and Public Safety Advisory Committee

RECOMMENDATION:

I move that the Mayor and Council establish the Hyattsville Police and Public Safety Advisory Committee (PPSAC) as described in the PPSAC committee worksheet.

BACKGROUND:

The City of Hyattsville, Mayor, Council, Police Staff and residents desire to promote and positively engage residents in community oriented policing, foster open lines of communication between police employees and residents, and provide awareness and assist in the dissemination information related to crime trends and activity in Hyattsville and throughout Northern Prince George's County.

The PPSAC shall facilitate community engagement in understanding resident concerns on crime, provide a venue for sharing information on criminal activity, and promote a level of transparency between police activity and community involvement.

The PPSAC shall work on behalf of the Mayor , City Council, City Administrator and Police Chief to:

- Work with residents to strengthen and promote Hyattsville's community policing model
- Work with residents to establish and grow neighborhood watch organizations
- Develop partnerships within communities to serve residents' interests with a focus on reducing crime and fear/perception of crime
- Establish a forum where residents feel comfortable sharing concerns on health, safety, and policing with residents and community leaders

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Staff Liaison

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

Tracey E. Nicholson, City Administrator

STRATEGIC GOALS AND ACTIONS:

Action 1.2 – Quickly and clearly share information on all City policies, programs, and projects

Action 3.2 – Provide effective, data-driven public safety and property standards services

Action 5.4 – Work with other organizations and communities to broaden the range of resources and services provided to City residents

SUPPORTING DOCUMENTATION: PPSAC Committee worksheet attached.

CURRENT YEAR BUDGET IMPACT:

Attachment: PPSAC Motion_Solomon (1242 : Establishing Hyattsville Police and Public Safety Advisory Committee)

COMMITTEE WORKSHEET

Hyattsville Police and Public Safety Advisory Committee

Mission Statement: The City of Hyattsville Police and Public Safety Advisory Committee (PPSAC) is established to promote civic participation in community policing. The PPSAC mission is to provide a venue for residents to assist in developing public awareness campaigns on issues of public safety, assisting in the dissemination of information to communities on the roles, responsibilities and on-going activities of the Hyattsville City Police Department (HCPD). The PPSAC should solicit views from its members' neighborhoods in order to advise the Police Chief, City Administrator, Mayor and City Council on issues and concerns that, in general, impact the wellbeing of residents, business owners and guests and specifically those concerns related to the responsibilities of the HCPD. The PPSAC will assist in promoting public safety information, and in developing and recommending solutions to community problems that will improve delivery of police services.

Scope: The work associated with Hyattsville Policing and Public Safety Advisory Committee shall include but not be limited to:

1. The purpose of the PPSAC is to improve and encourage – through communications and participation – the public's knowledge and understanding of the roles and responsibilities of the members of the HCPD;
2. Strengthen citizen and resident identification with the HCPD by promoting its responsiveness, innovation and importance to the safety and well-being of the community;
3. Assess and provide advisory recommendations to the Police Chief, City Administrator, Mayor and Council on community needs and resources;
4. Provide feedback from a community perspective on crime trends, fear/perception of crime and strategies to address public safety concerns;
5. Create an atmosphere of comfort related to public discussion about the roles, responsibilities and actions of police and citizens to improve transparency, mutual trust, respect and understanding;
6. Assisting in the organization and standardization of neighborhood watch and community cleanup initiatives;
7. Coordinating regular reporting and presentations from external policing partners and enforcement organizations (Prince George's County, Maryland Park Police, Metro Transit Police, etc) on issues of public health, safety, and crime trends.

Deliverables: The Committee reviews information provided to it by the Police Chief, City Administrator, City Council Members, Mayor, , or residents, and provides recommendations to the Police Chief, City Administrator, City Council and Mayor or on matters of policing and public safety.

Frequency of meetings: The PPSAC will meet monthly, 8 to 10 times per year. PPSAC meetings shall be open to the public.

A special meeting of the PPSAC may be called at any time by the Chairperson, with advance notice to the HCPD and Council liaisons. Absence from a special meeting shall not be counted against PPSAC members.

Members are allowed two (2) absences from scheduled meetings during one calendar year. Additional absences may constitute removal from the PPSAC by called vote of the PPSAC members present at the next PPSAC regular or special meeting.

Quorum: The presence of six (6) voting members shall constitute a quorum. No formal actions may be voted without a quorum.

The Committee is permanent: The Committee is a permanent committee. The PPSAC, through a majority vote, may establish temporary subcommittees or task forces as needed to facilitate detailed discussions and recommendations on subjects deemed necessary by the PPSAC voting members.

Composition of members: PPSAC members shall be ambassadors for the HCPD and assist in providing timely and relevant information to community groups and organizations, including public officials and civic leaders about the work of the HCPD and its impact on public safety in the City. PPSAC members will assist in facilitating the HCPDs participation in community engagement programs and educational initiatives that improve the quality of life for all residents.

The PPSAC shall be comprised of 11 (eleven) voting members serving two year renewable terms. Ten voting members; two from each of the City's five voting wards, will consist of residents and business owners appointed by the Mayor and City Council. At least one of the Mayor and City Council appointees shall be a student at a High School located within the City.

The Committee shall election a Chairperson, a Vice-Chairperson, and secretary.

Council Liaison: The Committee shall have two Council Member Liaisons... Council Member liaisons are non-voting members.

Police Department Liaison: The Police Chief shall designate two Police Department Liaisons. Liaisons are non-voting members.

Committee Member term of office: Members proposed and approved by the City Council serve two year terms. The City Clerk shall notify Council Member Liaisons, the Committee Chair, and the Committee Member 60 days in advance of the Member's term expiration date.

Grounds for removal for any Committee Member:

1. The Member moving outside the boundaries of the City of Hyattsville
2. By a majority vote of the City Council

Main City Calendar for August 4 – September 26, 2015

Hyattsville Farmer's Market

Tuesdays, through Sept 29, 3:00 PM - 7:00 PM @ 3779 East West Highway (At the corner of East West Highway and Queens Chapel Road, in the parking lot of Redeemer Lutheran Church)

Join us for National Farmers Market week on August 4. We'll have live music as well as fresh fruit, veggies, bread, pastries, meat, eggs, gourmet popcorn and more! Also, come back on August 11 and September 8 to meet our newest vendor, Cove Point Winery!

National Night Out Against Crime

August 4, 6:00 PM - 9:00 PM @ Heurich Park

Come meet your police officers and have a great time, too! We'll have inflatables, free snacks, a dunk tank, and a take back the night walk through the neighborhood.

University Hills Street Project Community Meeting

Please join us for a meeting to review the design update for the University Hills Street Project

August 12, 7:00 PM - 9:00 PM @ 4310 Gallatin Street, Multipurpose Room

Ethics Commission Meeting

August 13, 7:00 PM - 9:00 PM @ Third Floor, Inner Conference Room

Summer Jam

August 14, 6:30 PM - 8:30 PM @ City Municipal Building

Musical Guests: The Dave Kline Band. Food Truck: South Meets East fusion tacos. Beer: Franklin's and more.

Planning Committee

August 18 and September 15, 7:30 PM - 9:30 PM @ 4310 Gallatin Street

Education Advisory Committee

August 27, 6:30 PM - 8:00 PM @ 4310 Gallatin Street

Sunset Movie Series at Heurich Park - Big Hero 6

September 4, 7:30 PM - 9:00 PM @ Heurich Park

Don't miss the return of our movie series. Bring a blanket and watch Big Hero 6 under the stars.

Summer Jam & Police Department Open House

September 11, 6:30 PM - 8:30 PM @ City Municipal Building

Musical Guests: Just Us.

Code Compliance Advisory Meeting

September 16, 7:00 PM - 8:30 PM @ City Municipal Building, 1st Floor Multipurpose Room

Dietz Park Re-design Update

September 17, 7:00 PM @ City Municipal Building

Sunset Movie Series at Heurich Park - Planes - Fire & Rescue

September 18, 7:00 PM - 9:00 PM @ Heurich Park

City Council Meeting

September 21, 8:00 PM - 10:00 PM @ Third Floor, Council Chambers

International Festival

September 26, 3:00 - 9:00 PM @ Heurich Park

Come celebrate the cultures of our community. We'll have food from around the world, live music and performances all day, kids activities in the afternoon, and beer for sale in the evening. Check the City website and social media for updates.

Ward 5, Special Election Important Dates

Board of Supervisors of Elections Meetings

August 4 and September 8, 4:00 PM - 5:00 PM @ Third Floor, Inner Conference Room

Candidate Registration Deadline

August 7, 5:00 PM @ 4310 Gallatin Street

Deadline to Register to Vote

August 21, 5:00 PM, Please contact the Prince George's County Board of Elections at 301-341-7300 for more information.

Deadline to file for a Vote by Mail Application

September 11, 10:00 AM

Special Election: Ward 5

September 12, 9:00 AM - 8:00 PM @ Magruder Park Recreation Center

Administration of the Oath of Office for Newly Elected Ward 5 Council Member

September 21, 8:00 PM @ Third Floor, Council Chambers

The Administration of the Oath of Office for the Newly Elected Ward 5 Council Member will take place during the Council Meeting of September 21, 2015



Motion to Close: MOTION #106-08-15 Motion to Close

SUBJECT: Motion to Close

SECTION: Motion to Close

RECOMMENDED ACTION:

Motion #106-08-15

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

BACKGROUND:

The authority under which the session will be closed are the following sections from the Annotated Code of Maryland State Government.

Section 10-580(a)(14) before a contract is awarded or bids are opened, discuss 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.

Section 10-580(a)(5) - consider the investment of public funds.

NEXT STEPS:

n/a

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

n/a

STRATEGIC GOALS

Goal: Goal 4 - Foster Excellence in All City Operations

FISCAL IMPACT:

None



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

Meeting: 8/3/2015 8:00 PM

Department: Clerk's Office

Prepared by: Laura Reams

Sponsors: At the Request of the City Administrator

DOC ID: (ID # 1225)

12.1

Motion to Close: MOTION #106-08-15 Motion to Close


Tracey Nicholson, City Administrator 7/29/2015