

# City of Hyattsville

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



## Agenda Regular Meeting

Register in advance for this webinar:

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**Monday, April 18, 2022**

**7:00 PM**

**Virtual**

## City Council

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

## **ADMINISTRATION**

**Tracey E. Douglas, City Administrator**  
**Laura Reams, City Clerk, 301-985-5009, [cityclerk@hyattsville.org](mailto:cityclerk@hyattsville.org)**

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

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

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

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

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

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

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

**CITY INFORMATION:** Sign up to receive text and email notifications about Hyattsville events, government, police and programs at [www.hyattsville.org/list.aspx](http://www.hyattsville.org/list.aspx)

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

**Meeting Notice:**

As we continue to take precautions due to the COVID-19 (Coronavirus) pandemic, the Hyattsville City Council will hold its meeting on Monday, April 18, 2022 remotely via video conference. The Council meeting will be conducted entirely remotely; there will be no in-person meeting attendance.

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

**PUBLIC PARTICIPATION:**

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

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

[https://us06web.zoom.us/webinar/register/WN\\_BSIP9n\\_hS6iJkK4KRiOENg](https://us06web.zoom.us/webinar/register/WN_BSIP9n_hS6iJkK4KRiOENg)

- 1. Call to Order and Council Roll Call**
- 2. Pledge of Allegiance to the Flag**
- 3. Approval of Agenda**
- 4. Public Comment (7:10 p.m. – 7:20 p.m.) Complete Speaker Card, Limit 2 minutes per speaker**
- 5. Community Notices and Meetings**
  - 5.a. Main City Calendar: April 19 - May 2, 2022** [HCC-337-FY22](#)  
N/A  
**Sponsors:** City Administrator  
**Department:** City Clerk  
**Attachments:** [City Calendar Apr 18 - May 2 2022](#)
- 6. City Administrator Update (7:20 p.m. - 7:35 p.m.)**
- 7. Presentations (7:35 p.m. - 8:15 p.m.)**

**7.a. Presentation of the 2022 Special Mayoral Election Candidates**[HCC-330-FY22](#)

For Presentation

**Sponsors:** City Administrator**Department:** City Clerk**7.b. Environmental Depot Concept**[HCC-296-FY22](#)

Presentation.

**Sponsors:** City Administrator**Department:** Public Works**Attachments:** [Enviro Depot Presentation 041822](#)**7.c. Hyattsville Volunteer Fire Department (HVFD) Introduction & Overview**[HCC-334-FY22](#)

Presentation Only.

**Sponsors:** City Administrator**Department:** City Clerk**8. Proclamations (8:15 p.m. - 8:20 p.m.)****8.a. Arbor Day Proclamation**[HCC-327-FY22](#)

I move the Mayor and Council proclaim April 29, 2022 as Arbor Day in the City of Hyattsville.

**Sponsors:** City Administrator**Department:** City Clerk**Attachments:** [CM 0418 Arbor Day 2022](#)**9. Appointments (8:15 p.m. - 8:20 p.m.)**

**9.a. Appointments to the Hyattsville Environment Committee**[HCC-333-FY22](#)

I move that the Mayor and Council approve the appointments of Melissa Schweisguth (Ward 5) and Daisy Bett (Ward 2) to the Hyattsville Environment Committee for a term of two (2) years to expire on April 30, 2024.

**Sponsors:** Haba and Simasek

**Department:** City Clerk

**Attachments:** [Daisy Bett\\_HEC\\_redacted](#)  
[Melissa Schweisguth\\_HEC\\_redacted](#)

**9.b. Appointment to the Police and Public Safety Citizens' Advisory Committee**[HCC-336-FY22](#)

I move that the Mayor and Council approve the appointment of Julio Gomez (Ward 2) to the Police and Public Safety Citizen's Advisory Committee for a term of two (2) years to expire on April 30, 2024.

**Sponsors:** Sandino

**Department:** City Clerk

**Attachments:** [PPSCAC\\_Julio Gomez\\_redacted](#)

**10. Consent Items (8:20 p.m. - 8:25 p.m.)**

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

**10.a. MOU Between the City of Hyattsville, Town of Brentwood, and the City of Mt. Rainier Concerning Hyattsville's Joint Crisis Response Program**[HCC-315-FY22](#)

I move the Mayor and Council authorize the City Administrator to enter into a Memorandum of Understanding between the City of Hyattsville, Town of Brentwood and the City of Mt. Rainier for the Joint CIT Mobile Crisis Program, upon the review and approval by the City Attorney for legal sufficiency.

**Sponsors:** City Administrator

**Department:** Police Department

**Attachments:** [MOU CIT Final](#)

**10.b. Change Order to the On-call Transportation and Stormwater/Environmental Design and Engineering Contracts** [HCC-321-FY22](#)

I move that the Mayor and Council authorize the City Administrator to execute a change order to the Toole On-Call Transportation Design and Engineering contract and to the SMC and Low Impact Design Center On-Call Environmental and Stormwater Design and Engineering contracts to increase the contract value not to exceed \$750,000 and to add 2 additional option years.

**Sponsors:** City Administrator

**Department:** Public Works

**10.c. Decommissioning and Surplus of Public Works Equipment** [HCC-326-FY22](#)

I move that the Mayor and Council authorize the decommissioning and disposal of the Public Works vehicles and equipment noted in the memo dated April 8th, 2022.

**Sponsors:** Douglas

**Department:** Public Works

**Attachments:** [220408 - memo - surplus items](#)

**10.d. Reschedule Public Hearing for Traffic Calming Petition - Lancer Drive, Longfellow Street and 41st Place** [HCC-328-FY22](#)

I move that the City Council reschedule the Public Hearing for Traffic Calming on Lancer Drive from Monday, May 2, 2022, to Monday, May 16 at 6:00 PM. The public hearing will be held in order to consider public testimony regarding a Traffic Calming Petition submitted for the 3400 & 3500 blocks of Lancer Drive, located in Ward 5. Additionally, the public hearing will hear testimony on two additional traffic calming petitions received for 3500 block of Longfellow Street and 4900 block of 41st Place.

**Sponsors:** City Administrator

**Department:** City Clerk

**Attachments:** [Lancer Drive Petition](#)  
[3500 block Longfellow Street Traffic Calming Petition map redacted](#)  
[41St Place Between Decatur & Emerson St Petition Redacted with map](#)  
[Traffic Calming Flowchart](#)  
[114-8 Traffic Calming Devices](#)

**10.e. Selection of GovDelivery as the City's new e-mail and text notice provider** [HCC-331-FY22](#)

I move the Mayor and Council authorize the City Administrator to enter into a contract with Granicus at a cost not to exceed \$11,500 for a one-year contract, renewable for up to two additional years, for the purposes of implementing GovDelivery as the City's new e-mail and text notice provider. The annual contract value for GovDelivery will not exceed \$28,000 over the three years. This contract is to be funded through American Rescue Plan Act (ARPA) funding for the term of three years and is subject to the review and approval of the City Attorney for legal sufficiency.

**Sponsors:** City Administrator

**Department:** City Clerk

**Attachments:** [Hyattsville, MD\\_govDelivery](#)

**10.f. Selection of Hello Lampost as a new Community Engagement Tool** [HCC-332-FY22](#)

I move the Mayor and Council authorize the City Administrator to enter into a contract with Hello Lampost at a cost not to exceed \$16,000 for a one-year contract for the purposes of implementing a new community engagement tool, upon the review and approval of the City Attorney for legal sufficiency. This contract is to be funded through American Rescue Plan Act (ARPA) funding and will support outreach efforts for ARPA programming.

**Sponsors:** City Administrator

**Department:** City Clerk

**Attachments:** [Hello Hyattsville! Proposal](#)  
[Hello Hyattsville! service agreement 4.11](#)  
[Sole Source Justification .docx](#)

**10.g. Selection of CitizenLab as the City's Online Engagement Platform** [HCC-335-FY22](#)

I move the Mayor and Council authorize the City Administrator to enter into a contract with CitizenLab at a cost not to exceed \$10,000 for a one-year contract for the purposes of implementing a new online engagement platform, upon the review and approval of the City Attorney for legal sufficiency. This contract is to be funded through American Rescue Plan Act (ARPA) funding and will support outreach efforts for ARPA programming.

**Sponsors:** City Administrator

**Department:** Communications

**Attachments:** [CitizenLab Proposal - Hyattsville, MD](#)  
[CitizenLab Demo Slides - Hyattsville, MD](#)

**11. Action Items (8:25 p.m. - 8:45 p.m.)****11.a. Awarding of the Contract for the 3505 Hamilton Street Public Safety Building Adaptive Reuse Project [HCC-317-FY22](#)**

I move that the Mayor and Council authorize the City Administrator to enter into a contract with the Whiting-Turner Company for the 3505 Hamilton Street Public Safety Building Adaptive Reuse Project for an authorized expenditure not to exceed \$18,700,000.00, pending legal review.

**Sponsors:** City Administrator

**Department:** Public Works

**Attachments:** [220329 - memo - 3505 contractor selection](#)  
[Whiting-Turner Submission City of Hyattsville March 11, 2022 - council motion](#)  
[220131 - RFP - DPW21-005 - Public Safety Building Adaptive Reuse](#)

**11.b. 3505 Hamilton Street Construction Administration, Construction Management, Third Party Inspection, and Commissioning [HCC-320-FY22](#)**

I move that the Mayor and Council authorize the City Administrator to execute a change order to the Johnson, Mirmiran, & Thompson (JMT) contract to increase the not to exceed value to \$4,750,000 and to extend the expiration date of the Contract to February 4, 2024. In addition, an expenditure not to exceed \$1,200,000 to provide Construction Administration, Construction Management, Third Party Inspections, and Commissioning for the 3505 Hamilton St Public Safety Building Adaptive Reuse Project under their existing contract and change orders.

**Sponsors:** City Administrator

**Department:** Public Works

**Attachments:** [TO 01E CM Services](#)  
[TO 01G Commissioning Services \(1\)](#)  
[TO 01F - CA Services](#)  
[TO 01H Third Party Inspectors](#)

**12. Discussion Items (8:45 p.m. - 10:00 p.m.)**

**12.a. Individual Emergency Relief Programs - ARPA**[HCC-322-FY22](#)

I move that the Mayor and Council allocate \$1,200,000 for emergency relief programs for individuals who have experienced pandemic-related negative economic consequences, with amounts designated for the following purposes:

- \$900,000 for individual relief payments, which consist of \$2,500 per adult individual and \$750 per child upon showing that the individual is a resident of the City of Hyattsville and experienced pandemic-related negative economic consequences eligible for relief under the American Rescue Plan Act.
- \$100,000 for a medical bill relief program, providing up to \$5,000 per City resident for medical bills incurred after March 3, 2021.
- An amount NTE \$100,000 for program administration through a local-serving non-profit organization selected through a public Request for Proposals outlining the criteria needed for implementation.
- An amount NTE \$100,000 for outreach and application assistance programs to ensure relief programs are accessible for all communities within the City.

**Sponsors:** City Administrator

**Department:** Finance

**12.b. Food Assistance Relief Program - ARPA**[HCC-325-FY22](#)

I move the Mayor and Council allocate \$200,000 for non-profit food assistance programs serving Hyattsville residents, authorizing up to \$25,000 per food assistance provider. Providers must be in good standing with the Maryland Department of Assessments and Taxation, provide free food to residents, and primarily or significantly serve the City of Hyattsville's resident communities.

**Sponsors:** City Administrator

**Department:** Finance

**12.c. Business Emergency Relief - ARPA**[HCC-323-FY22](#)

I move the Mayor and Council allocate \$1,000,000 for business emergency relief programs, authorizing an amount NTE \$25,000 per business, provided that businesses that are in good standing with the Maryland Department of Assessments and Taxation, establish pandemic-related negative economic consequences eligible for relief under the American Rescue Plan Act, and are located in the City of Hyattsville. Program funds will be allocated into two programs:

1. \$900,000 for general emergency relief needs of Hyattsville businesses, authorizing up to \$25,000 per business (criteria to be developed).
2. \$100,000 for a permit expediting program.

**Sponsors:** City Administrator

**Department:** Finance

**12.d. Non-Profit Emergency Relief - ARPA**[HCC-324-FY22](#)

I move the Mayor and Council allocate \$1,000,000 for non-profit emergency relief programs, authorizing up to \$25,000 per non-profit, provided that non-profit that are in good standing with the Maryland Department of Assessments and Taxation, establish pandemic-related negative economic consequences eligible for relief under the American Rescue Plan Act, and primarily or significantly serve the City of Hyattsville's resident or business communities. Program funds will be allocated into two programs:

1. \$900,000 for general emergency relief needs of Hyattsville non-profits, authorizing up to \$25,000 per non-profit.
2. \$100,000 for a childcare assistance program.

**Sponsors:** City Administrator

**Department:** Finance

**12.e. Open FY23 Budget Discussion - Real Property Tax Rate**[HCC-329-FY22](#)

Open discussion to provide time for follow up items pertaining to the FY23 Budget and the Real Property Tax Rate. The rate has been published at .063 per \$100 of assessed valuation. Councilmembers are allotted time to discuss keeping the current tax rate, tax credit program considerations, or options to lower it.

Attached is a slide detailing the proposed FY23 Real Property Tax Rate.

**Sponsors:** City Administrator

**Department:** City Clerk

**Attachments:** [FY23 Real Property Tax Rate Slide](#)

**13. Council Dialogue (10:00 p.m. - 10:10 p.m.)**

**14. Motion to Adjourn**