

City Council of Hyattsville, Maryland

AGENDA

City Council Regular Meeting

Monday, April 15, 2019

8:00 PM



Council Chambers

Hyattsville Municipal Building

4310 Gallatin Street, 3rd Floor

Hyattsville, MD 20781

(301) 985-5000 www.hyattsville.org

CITY COUNCIL

[Mayor Candace B. Hollingsworth](#)

[Edouard Haba, Council President, Ward 4](#)

[Kevin Ward, Council Vice President, Ward 1](#)

[Bart Lawrence, Ward 1](#)

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

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

[Carrianna Suiter, Ward 3](#)

[Thomas Wright, Ward 3](#)

[Joseph Solomon, Ward 5](#)

[Erica Spell, Ward 5](#)

ADMINISTRATION

Tracey E. Nicholson, City Administrator

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

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

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

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

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

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

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

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1. **Call to Order and Council Roll Call**
2. **Pledge of Allegiance to the Flag**
3. **Approval of Agenda**
4. **Public Comment (8:00 p.m. – 8:10 p.m.) Limit 2 minutes per speaker**
5. **Presentations (8:10 p.m. – 9:00 p.m.)**

5.a) Race and Equity Task Force: Draft Equity Plan (25 minutes)
HCC-368-FY19

Presentation Only

Lead Sponsor: Hollingsworth

Co-Sponsor(s): N/A

[RETf Presentation to Council Slide Template FINAL.pptx](#)

[Hyattsville RETf Draft Equity Plan FINAL 4.9.19.pdf](#)

[RETf Committee Worksheet.pdf](#)

5.b) Health, Wellness and Recreation Advisory Committee FY20 Budget Requests (15 minutes)

HCC-354-FY19

Presentation Only

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[HWRAC 2019-2020 Budget Grants-Art-R1.pdf](#)

[HWRAC grant program.pdf](#)

[Commissioning Art on the Subject of Health, Wellness and Recreation.pdf](#)

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

HCC-362-FY19

Presentation Only

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Memo - ATHA Maryland Milestones - 4.15.2019.docx](#)

[ATHA Visitors Guide 2019.pdf](#)

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[P2040339.jpg](#)

[P2040352.jpg](#)

6. Consent Items (9:00 p.m. – 9:05 p.m.)

6.a) Purchase of Carraro Enclosed Tractor

HCC-331-FY19

I move that the Mayor and Council authorize the expenditure of FY19 Capital Improvement Funds in an amount not to exceed \$60,000 for the purpose of purchasing an enclosed Carraro Tractor SP4400 from Autrusa, 1140 Crusher Road, Perkiomenville, Pennsylvania, 18074, this is a sole source purchase.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Autrusa Tractor - Sole Source Purchase.docx](#)

6.b) 2019 Anniversary Carnival Contract: Snyder Amusements

HCC-350-FY19

I move that the Mayor and Council authorize the City Administrator to enter into a contract with Snyder Amusements to provide carnival services for the 2019 City Anniversary Carnival, upon the review and approval of the City Attorney for legal sufficiency.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

6.c) Purchase of Motorola Radios

HCC-344-FY19

I move that the Mayor and Council authorize the purchase of mobile radios from Motorola Solutions Inc., 809 Pinnacle Drive, Linthicum Heights, Maryland 21090, for use by police officers and for police vehicles at a cost not to exceed \$35,000.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[radios.pdf](#)

6.d) Purchase of Recreation Van

HCC-351-FY19

I move that the Mayor and Council authorize the purchase of a recreation van from Criswell Automotive, 503 Quince Orchard Road, Gaithersburg, Maryland 20878, at a cost not to exceed \$35,000.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[CHEVROLET Term Renewal 2018-06-03 thru 2019-06-02.pdf](#)

[Chevrolet MC-OTL 2016.pdf](#)

6.e) Proclamation in Honor of Arbor Day

HCC-352-FY19

I move that the Mayor and Council proclaim April 26, 2019 as Arbor Day in the City of Hyattsville.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Arbor Day 2019.docx](#)

6.f) Proclamation in Honor of Citizenship Celebration Day

HCC-353-FY19

I move that the Mayor and Council proclaim May 4, 2019, to be Citizenship Celebration Day in the City of Hyattsville.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Citizenship Celebration Day 2019.docx](#)

6.g) Hyattsville Resolution 2019-02: FY20 Community Legacy Application

HCC-357-FY19

I move that the Mayor and Council adopt Hyattsville Resolution 2019-02, a Resolution of the City of Hyattsville, Maryland in support of the City's application to the State of Maryland Department of Housing & Community Development (DHCD) for grant funding to support the City's Commercial Façade Improvement Program and Recreational Facilities Improvement Project both of which are to be further described in the Community Legacy application (INTRODUCTION AND ADOPTION).

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Hyattsville Resolution - 2019-02.doc](#)

6.h) DPW New Facility Project - Construction Management Services

HCC-360-FY19

I move that the Mayor and Council accept the work order proposal submitted to the City of Hyattsville by Johnson, Mirmiran & Thompson, Inc., construction management services, reporting and Third Party Inspection services for the new Department of Public Works Facility, and authorize City Administrator to execute a work order for a cost not to exceed \$250,000.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Task Order 22 Proposal Letter - 20MAR2019 SG.pdf](#)

6.i) Resolution 2019-03: Urban Investment Partners – NCSGIF and SGIF Application Request to Maryland DHCD

HCC-364-FY19

I move that the Mayor and Council adopt Hyattsville Resolution 2019-03, a Resolution of the City of Hyattsville, Maryland in support of the City's application to the State of Maryland Department of Housing & Community Development (DHCD) for grant funding to support the redevelopment of the 5320-5334 block of Baltimore Avenue, Hyattsville, to be further described in the application to the State of Maryland.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Memo - NCSEDF and SGIF Request UIP FY2020.doc](#)

[Armory NCSEDF and SGIF for FY2019 Letter to Jim Chandler.pdf](#)

[Hyattsville Resolution - 2019-03.doc](#)

6.j) Schedule Special Council Meeting for April 29, 2019

HCC-366-FY19

I move that the Mayor and Council schedule a Special Council Meeting to be held on Monday, April 29 at 8:00 p.m.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

6.k) Schedule Public Hearing on Charter Amendment Resolution 2019-01

HCC-367-FY19

I move that the Mayor and Council schedule a Public Hearing on proposed Charter Amendment Resolution 2019-01 for May 6, 2019 at 7:30 p.m.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Resolution 2019-01 - Amending Charter -Compensation Review Committee 4.9.19.docx](#)

7. Motion to Close (9:05 p.m. - 9:25 p.m.)

7.a) Motion to Close (20 minutes)

HCC-363-FY19

I move that the Mayor and Council close the Council Meeting of April 15, 2019, to consider the acquisition of real property, discuss contract negotiations, and discuss confidential commercial or financial information related to a proposed development in the City. The reason for closing the meeting under these exceptions is to protect the City's bargaining position and to maintain legally required confidentiality in regard to commercial and/or financial information.

This session will be closed under the authority of the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (3) to consider the acquisition of real property for a public purpose and matters directly related to the acquisition; 3-305(b) (13) to

comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter - specifically Maryland Code, § 4-335 of the General Provisions Article (protecting from disclosure confidential commercial information); and 3-305(b) (14) Before a contract is awarded or bids are opened, to 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.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

8. Action Items (9:25 p.m. – 10:05 p.m.)

8.a) Hyattsville Ordinance 2019-02: Compensation of the Mayor and Council (5 minutes)

HCC-370-FY19

I move that the Mayor and Council introduce Hyattsville Ordinance 2019-02, an Ordinance whereby the City Council raises the salary of the Mayor and Councilmembers after July 1, 2021, and grants raises in each successive year until 2024 pursuant to the recommendation of the 2019 Compensation Review Committee (FIRST READING).

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Ordinance 2019-02 Enacting CRC Recommendations 4.9.19.docx](#)

8.b) Revitalization Tax Credit – Modification (15 minutes)

HCC-42-FY18

I move that the Mayor and Council direct the City Attorney to draft, in consultation with the appropriate staff, an ordinance amending §108-4 of the Hyattsville Charter and Code (Revitalization Tax Credit) to add “production of affordable housing for individuals and families at 60% AMI” and allow for certain exceptions in tax credit limitations pursuant to the production of affordable units. The tax credit may provide for the following:

- Up to 100% tax credit on total assessed value for no more than 10 years for projects (new construction and rehabilitation of 13+ units) with net new affordable unit production of greater than 15%;
- Up to 100% tax credit on total assessed value for no more than 15 years for projects (new construction and rehabilitation of 20+ units) with net new affordable unit production of greater than 20%; and
- Up to 50% tax credit for rehabilitation projects that maintain the existing inventory of affordable units (by project) for no more than 10 years.

Projects receiving waivers of public safety or school facility surcharges shall be ineligible. Designated affordable units shall remain affordable for 30 years.

I further move that the City Administrator (or her designee) acquire professional services for independent financial review of applications submitted under this credit.

I further move that the City Administrator (or her designee) be authorized to establish partnerships necessary to provide property owners with a contact (or similar) to identify Prince George's County residents that meet income qualifications and are awaiting affordable units.

I further move that the City Administrator (or her designee) establish/modify administrative procedures and applications associated with this amendment and publish--not less than annually--projects receiving benefits under this agreement effective July 1, 2019.

Lead Sponsor: Hollingsworth

Co-Sponsor(s): N/A

**8.c) FY19 Budget Amendment: DPW Renovation Facility Project - Change Order (10 minutes)
HCC-316-FY19**

I move that the Mayor and Council authorize a change order to the existing Keller-CM contract for an additional \$1,900,000 to cover the increase in cost of materials to renovate the Department of Public Works building for a total project amount not to exceed \$5,200,000.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

**8.d) DPW Keller-CM Contract Amendments (10 minutes)
HCC-358-FY19**

I move that the Mayor and Council authorize the City Administrator to approve amendments to existing Keller-CM contract to bring it in line with the revised and authorized budget of the DPW Renovation Project including updates to the contract end date and duration to comply with current permitting and construction schedules, upon the review and approval by the City Attorney for legal sufficiency.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

9. Discussion Items (10:05 p.m. – 10:40 p.m.)

9.a) Charter Amendment Resolution 2019-01 (10 minutes)

HCC-365-FY19

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Resolution 2019-01 - Amending Charter -Compensation Review Committee 4.9.19.docx](#)

[Memo City Attorney to Mayor and Council - 2019 CRC & Charter Amendment 4.11.19.docx](#)

9.b) County Council Resolution CR-17-2019 – Amendment to the Gateway Arts District Development District Overlay (DDO) Table of Uses to permit Urban Farm uses in the TRN (15 minutes)

HCC-356-FY19

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Memo - GAD Amendment - Urban Farming - 4.8.2019 .docx](#)

[GAD - Urban Farm Amendment.pdf](#)

[Gateway Arts District - Agriculture TOU.pdf](#)

9.c) Revitalization Tax Credit Application: Urban Investment Partners/Hyattsville Town One LLC (10 minutes)

HCC-369-FY19

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Memo - UIP- RTC Application - Discussion 4.11.2019.docx](#)

10. Council Dialogue (10:40 p.m. - 10:50 p.m.)

11. Community Notices and Meetings

11.a) City Calendar: April 16 - April 29, 2019

HCC-372-FY19

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Main City Calendar Apr 16 - Apr 29 2019.docx](#)

12. Motion to Adjourn



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019
Submitted by: Laura Reams
Submitting Department: Legislative
Item Type: Presentation
Agenda Section:

SUBJECT

Race and Equity Task Force: Draft Equity Plan (25 minutes)

HCC-368-FY19

Recommendation:

Presentation Only

Sponsor(s):

Hollingsworth

Co-Sponsor(s):

N/A

ATTACHMENTS

[RETF Presentation to Council_Slide Template_FINAL.pptx](#)

[Hyattsville RETF Draft Equity Plan_FINAL 4.9.19.pdf](#)

[RETF_Committee_Worksheet.pdf](#)

Summary Background:

In January 2018, the Mayor and Council established the Race and Equity Task Force, an Ad-Hoc committee tasked with developing an equity plan for the City of Hyattsville. The Council directed the Task Force to include recommendations to advance equity in the city in administration, public services, and community development to further support our goals of being an inclusive community. At the time of the establishment of the Task Force, the Council also stated that the committee may be adopted as a formal and permanent Task Force at the conclusion of its ad hoc period upon approval of the Council. A copy of the Committee Worksheet is included.

The Race and Equity Task Force began meeting in August 2018. They have completed their report and will present it to Council for consideration.

Next Steps:

Council and staff will provide feedback on the report and schedule a date for plan adoption.

Fiscal Impact:

There are no FY20 Budget Impact but potentially future budget impact for programs or staff.

City Administrator Comments:

Department Director's are reviewing the Race & Equity Task Force Report and we anticipate providing the City Council with feedback no later than May 6, 2019.

Community Engagement:

All meetings of the Race and Equity Task Force are open to the public and residents are encouraged to attend.

Strategic Goals:

Goal 5 – Strengthen the City’s Identity as a Diverse, Creative, and Welcoming Community

Legal Review Required?

N/A

CITY OF HYATTSVILLE

Race and Equity Task Force

Draft Equity Plan

April 2019

HYATTSVILLE



INTRODUCTION

Our Task:

- As Hyattsville experiences rapid growth and change, develop an Equity Plan that will guide the City in preserving the diversity of our community.
- Identify 5 top priority areas
 - ☐ Community Engagement
 - ☐ Community Policing
 - ☐ Housing
 - ☐ Transportation/Jobs
 - ☐ People with Disabilities

INTRODUCTION

- Council directed us to focus on specific aspects of diversity: race, ethnicity, socioeconomic status, ability
- Hyattsville Demographics:
 - 1/3 African American, 1/3 Latinx, 1/3 Caucasian
 - 40% speak a language other than English
 - 75% are U.S. Citizens
 - 37.5% of households earn \$49k or less annually
- Hot real estate market:
 - 2011 Median home value: \$130,000
 - 2017 Median home value: \$289,000

COMMUNITY ENGAGEMENT

Assets

- Existing partnerships strong, including those w/schools.
- La Clínica del Pueblo's Mi Refugio program offers critical services to some students at NWHS.
- The Immigrant Services Coalition is diverse and effective.

Gaps

- Wraparound services in schools are not serving all students who have need / are eligible.
- The City conducts outreach in English and Spanish only.
- Outreach to immigrant/refugee communities is lacking.

COMMUNITY ENGAGEMENT

Recommendations

Short Range

- Conduct targeted outreach to Hyattsville's Latinx, Black, immigrant and refugee communities.
- Keep growing the Immigrant Services Coalition.

Mid Range

- Partner with nonprofits to expand wraparound services for students at Hyattsville's public schools.

Long Range

- Build a dedicated intergenerational facility for teens and seniors, and a rec center west of Queens Chapel.

COMMUNITY POLICING

Assets

- Hyattsville City Police Department (HCPD) generally has a good reputation.
- HCPD is taking steps to improve.
- HCPD has written policy on traffic stops, biased profiling, and responding to a mental health crisis.

Gaps

- HCPD faces same challenges as other police depts in US.
- Residents' voices are not always heard.
- Traffic policy leaves room for potential abuse of authority.

COMMUNITY POLICING

Recommendations

Short Range

- Continue to improve the department and build transparency and trust with community.
- Resolve ambiguity of traffic policy.

Mid Range

- Establish a resident review board.
- Institute police explorer program.
- Build greater understanding through engagement of constituencies.

HOUSING

Assets

- Housing is well connected to transit.
- Hyattsville offers a Tax Credit Revitalization program.
- County is exploring affordability & equity in housing.

Gaps

- No affordable housing incentive at City or County level.
- Market rate housing & rental costs continue to increase.
- Many Hyattsville residents at risk from gentrification.

HOUSING

Recommendations

Short Range

- Add affordable housing to the City's Tax Credit Program.
- Provide housing rights education for homeowners & tenants, and equity training for landlords.
- Support the removal of racially restrictive covenants.

Mid Range

- Advocate for more inclusive affordable housing policies and zoning updates at the County level.

TRANSPORTATION

Assets

- Wide range of transportation options: two Metrorail stations, several bus routes, bikeshare, rideshare.
- City working to improve biking and walking network.
- City recently completed Transportation Study.

Gaps

- City has limited influence on Metro's land use decisions.
- Many residents cannot afford to live near Metro stations.
- Bus service infrequent and unreliable, and City has little to no effective dialogue with transit providers.

TRANSPORTATION

Recommendations

Short Range

- Suggest free UM Shuttle pass to PGCC students.
- Promote My Hyattsville app for residents to report problems w/walkways, bikeways and streets.

Mid Range

- Collect HVL residents' & business owners' bus/rail needs.
- Join with cities on Route 1 and E-W Highway corridors to advocate to Metro, TheBus, MTA for bus/rail needs.

Long Range

- Complete bike-ped network to connect top destinations.

JOBS

Assets

- Over 22% of employed residents work in HVL.
- HVL residents can take workforce development courses at PGCC PG Plaza location.
- HVL offers numerous resources to support business and job growth.

Gaps

- City workforce doesn't yet reflect demographics of residents.
- Workforce development lacks sufficient partnerships.
- One-third of HVL households cannot afford HVL.

JOBS

Recommendations

Short Range

- Advertise and host workshops for small businesses.
- Partner with PGCC to better serve HVL PGCC students.
- Continue to diversify City staff via recruitment strategies.

Mid Range

- Revisit proposal: Hire Hyattsville job portal. (CM K. Ward)
- Prioritize support for HCPD police explorer program.

Long Range

- Attract employers offering higher paying jobs.

PEOPLE WITH DISABILITIES

Assets

- City provides interpreters and captioning.
- Police officers are trained to work with people with dementia and mental illness.
- City has a full-time Senior & Disabilities Services Coordinator.

Gaps

- Builders lack incentives to build housing that is both accessible and affordable.
- Call-a-Bus is available only for limited hours and days.

PEOPLE WITH DISABILITIES

Recommendations

Short Range

- Enlist people with disabilities to help the City implement improvements, create and deliver trainings, etc.

Mid Range

- In partnership with people with disabilities, advocate for the County to support an increased number of housing units that are both accessible and affordable.
- Launch text-to-911 system.

Long Range

- Expand Call-a-Bus hours and days of operation.

GOING FORWARD

Recommendations regarding the Task Force itself:

Short range

- Extend the Race and Equity Task Force for two years.
- Recruit intern to further develop Equity Plan. Pay or provide a stipend.

Mid range

- Add a permanent Race and Equity Representative to each of the City's standing committees.
- Hire a Chief Equity Officer (CEqO) to serve on the City Administrator's management team.

GOING FORWARD

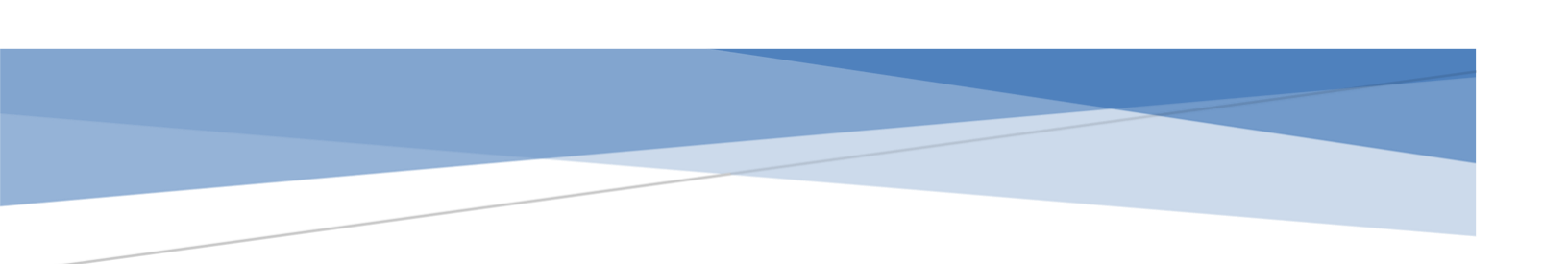
Review and approval process

- Council will review the Draft Equity Plan
- Task Force will return to Council for feedback and direction

Questions and Comments

HYATTSVILLE





CITY OF HYATTSVILLE DRAFT RACE AND EQUITY PLAN

Prepared by the City of Hyattsville Race and Equity Task Force
April 2019

INTRODUCTION

The Hyattsville Race and Equity Task Force was established by the Mayor and City Council to develop an equity plan for the City of Hyattsville. The plan was envisioned to include policy and operations recommendations that advance equitable management of City administration, public services, and community development and further support residents' economic mobility and the City's goal to maintain an inclusive, diverse community.

The Task Force started meeting in August of 2018 and identified the top five issues facing low- to moderate-income families and individuals living in the City of Hyattsville:

- **Community Engagement**
- **Community Policing**
- **Housing**
- **Jobs and Transportation**
- **People with Disabilities**

Over the course of eight months, the Task Force began cataloging the City's current assets, gaps and barriers in these five areas, and proposing recommendations to promote equity and preserve diversity as Hyattsville experiences rapid growth and change. To gain a community understanding of the equity concerns, we hosted a series of information gathering meetings with City staff and subject matter experts. We also reviewed equity plans developed by a variety of municipalities across the country, and data provided by the City, the U.S. Census, and a public survey of residents deployed through the Speak Up HVL online platform.

All of our discussions, research, and resulting recommendations were based on the following common community values:

- **Diversity:** With this Plan, we strive to preserve, protect and grow the diversity of our community in terms of race, ethnicity, language, socioeconomic status, ability and age.
- **Inclusion:** We want to be included in the decisions that affect us: "Nothing about us without us is for us." In other words, it is essential for the City to engage affected community members in decisions about policies, programs, services and facilities.
- **Belonging:** We want Hyattsville to feel warm and welcoming to all.
- **Mutual respect:** We can voice our needs, ideas, perspectives and concerns in ways that preserve one another's integrity.
- **Compassion:** We are aware of and sensitive to the challenges and struggles of our neighbors.
- **Evidence:** We value both qualitative and quantitative data to feed decision-making.

The ultimate goal of this Task Force is a more equitable, just and inclusive community for all. While far from exhaustive, the following short range (1-2 years), mid range (3-4 years), and long range (5+ years) strategies provide a starting point for the City to employ more equitable practices, programs, services, and policies and to advocate for the County and other regional organizations to join us in this work.

In our explorations, we invited the following guests to speak to the Task Force in-person to provide background knowledge and recommendations for future action. We are very grateful for their time and expertise in support of this equity plan.

Community speakers

- Mark Burke, Owner, Streetcar 82
- Maryann Dillon, Executive Director for Housing Initiative Partnership
- Merritt Groeschel, Founder and President, Solutions in Hometown Connections
- Jonathan Hutto, Community Organizer – Empower DC
- Joe Ludes, Educator (special education, outdoor education, urban gardening)
- Sara McDonough, Transition ESL Coordinator, Prince Georges County Community College

- Pastor Perrin Rogers, The Triumphant Church
- Stephanie Roodman, Senior Project Manager/Legal Counsel for Montgomery Housing Partnership.
- Rodrigo Stein, Health Promotion Manager, La Clinica del Pueblo
- Lisa Walker, Chair of the City's Age Friendly Initiative Workgroup, member of Hyattsville Aging in Place (HAP), and former Hyattsville City Councilmember

City of Hyattsville speakers

- Mayor Candace B. Hollingsworth, City of Hyattsville
- Councilmember Robert Croslin, Hyattsville City Council
- Tracey E. Douglas, Hyattsville City Administrator
- Police Chief Amal Awad, Hyattsville Police Department
- Lieutenant Samuel Alexander, Hyattsville Police Department
- Jim Chandler, Hyattsville Assistant City Administrator and Director of Community and Economic Development
- Lieutenant Frank DonBullion, Hyattsville Police Department
- Doug Holland, Former Police Chief, Hyattsville Police Department
- Jake Rollow, Hyattsville Director of Community Services
- Vivian Snellman, Hyattsville Director of Human Resources

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Accessibility: Ensures that people with disabilities can access and benefit from programs, services and facilities, both by direct, unassisted, physical access, and indirect access via assistive technology (e.g., closed captioning). Accommodations provide accessibility to all people, whether they have a disability or not.

Affordable Housing: Refers to housing units that are affordable for households with income below the median household income. (U.S. Department of Housing and Urban Development)

Community Engagement: A broad term that includes public communication, outreach, involvement and participation. Communication includes one-way communication (City informs the public), two-way communication (City asks community members for input), and multi-way communication (City hosts in-person and online interactive discussions like town hall meetings, intergroup dialogues, etc.).

Cultural Competency: Ability to interact effectively, respectfully and responsively with people of varied cultural backgrounds.

Cultural Sensitivity: A set of skills that enables us to learn about and understand people who are different from ourselves, thereby becoming better able to serve people within their own communities. (Penn State, Cultural Sensitivity in the Workplace)

Cultural Humility: A concept that includes: Operating from an understanding that our knowledge of various cultures is limited by our cultural identities and individual experiences, as well as our unconscious stereotypes. Acknowledging that each human being exists at the intersection of race, ethnicity, gender, socioeconomic status, ability, age, sexual orientation, gender identity/expression, etc. A lifelong learning process whereby people work to increase their self-awareness of biases, perceptions and patterns through self-reflection and training.

Equity: Access to life's opportunities and resources. Equitable treatment is different from equal treatment, wherein everyone gets the same things. Under equitable treatment, people get support to access the opportunities and resources they need. In this Equity Plan, we discuss equitable distribution of City programs, services and facilities; equitable engagement of community members in discussions, decisions, programs and services; and equitable access to affordable housing, jobs, transportation, and fair treatment by Hyattsville City Police.

Latinx: A gender-neutral term for Latin American cultural or racial identity, used in lieu of Latino or Latina.

Person/People of Color: Sometimes abbreviated POC, this term is used primarily in the U.S. to describe persons who are not considered White. This terminology is useful in many contexts including equity and social justice, as it emphasizes common experiences of systemic racism.

COMMUNITY ENGAGEMENT

SUMMARY

ASSETS

- Existing partnerships are strong, including those with schools.
- La Clínica del Pueblo's Mi Refugio program offers critical services to some students at Northwestern High School.
- The Immigrant Services Coalition is diverse and effective.

GAPS

- Wraparound services in schools are not serving all students who have need / are eligible.
- The City conducts outreach in English and Spanish only.
- Outreach to immigrant/refugee communities is lacking.

NEXT STEPS

Short Range

- Conduct targeted outreach to Hyattsville's Latinx, Black, immigrant and refugee communities.
- Keep growing the Immigrant Services Coalition.

Mid Range

- Partner with nonprofits to expand wraparound services for students at Hyattsville's public schools.

Long Range

- Build a dedicated intergenerational facility for teens and seniors, and a recreation center west of Queens Chapel.

ASSETS

- Structure and function of City of Hyattsville local government
 - The City is doing as much as – if not more than – most small cities.
 - The City's Community Services team is its most diverse and includes staff who are bilingual in Spanish and English.
 - The City is most effective when leveraging existing partnerships.
 - City Council's interest in equity issues has increased during the last four years.
 - All City employees are eligible for bonuses for various skills and certifications, including language skills, as one-time, lump-sum annual payments in June. Currently, 17 employees earn a \$1,000 bonus, prorated for length of service, for Spanish language skills.
 - Hyattsville police officers take annual in-service training on mental health (e.g., how to recognize an individual in crisis, how to communicate for successful resolution). The Communications Assistance for Law Enforcement Act (CALEA) mandates that mental health refresher trainings be conducted annually.
 - Hyattsville police officers have received training in autism awareness, dementia awareness, and Integrating Communications, Assessment, and Tactics (ICAT) developed by the Police Executive Research Forum.
- The City conducts outreach using multiple methods:
 - Low-tech or traditional: Hard copy publications (e.g., the "green sheet"/Hyattsville Reporter) and word-of-mouth advertising.
 - High-tech or digital methods: the My Hyattsville app (SeeClickFix), WhatsApp, email, Facebook, YouTube, Twitter, community listservs (HOPE and West Hyattsville) and Nixle.
 - City staff connect in person with young people at Northwestern High School and DeMatha High School to encourage 16 and 17-year-old Hyattsville residents to register to vote.
 - This year, the City will conduct pop-up polling so residents can vote at highly trafficked pedestrian areas, including both Metro stations and the Arts District.
- Latinx communities
 - City documents are produced in English and Spanish.
 - The City has Spanish/English bilingual staff.
 - In partnership with public schools and local service providers, the City provides bilingual interpretation at monthly workshops for parents that are held while school is in session, at rotating locations among public schools.
 - The City's parent-child program (Creative Minds) is primarily facilitated by an employee who can conduct the program in English and Spanish as needed.
 - The public schools have built a solid connection with Spanish-speaking families, so the City partners with the schools to conduct some of its outreach.
 - La Clínica del Pueblo's Mi Refugio program at Northwestern High School supports Latinx students with wraparound services, including case management and career counseling.
- Immigrant communities
 - Mayor Hollingsworth launched an immigrant services coalition that is comprised of 60-member community based organizations.
 - City Council voted to make Hyattsville a sanctuary city and had already been limiting police cooperation with federal (Immigration and Customs Enforcement) efforts to enforce immigration law.

- Translation is available upon request via subscription phone service for interactions between City staff and community members.
- The City provides translation for City Council meetings upon request and is working on translation for all Council meetings.
- The City focuses on engaging new immigrant parents in its monthly workshops for parents.
- In Hyattsville, non-citizen Hyattsville residents and youth residents aged 16 and 17 can vote. As part of City's standard outreach and communications, Hyattsville conducts outreach to residents to inform them about the opportunity for non-citizens to vote. The City brings a Spanish speaker and conducts outreach at locations like Aldi.
- Other communities of color (non-Latinx and non-immigrant)
 - The City holds workshops that connect people of color to services.
 - The teen program is open to all students in grades six through twelve, but is targeted toward Prince George's County Public Schools (PGCPS) students. The City reaches primarily Black and Latinx students and their parents through this program that offers tutoring, mentoring, extracurricular and recreation activities, health and wellness activities, civic engagement, leadership development, and college and career readiness.
 - Fifty percent of those who take advantage of the City's senior services are African American, which is partly because the outreach worker is Black and partly because the group works with an apartment building where many residents are African American.
- Detailed assets
 - Local students performed at the local tree-lighting ceremony in 2017.
 - The City hosted a health equity fair at the municipal building.
 - Library events for immigrant communities.
 - The parent/toddler program is one of the most diverse programs the City offers.
 - Camp Magruder, the City's affordable summer camp for elementary students, and Summer Jam also draw diverse participants.
 - The International Festival draws many Black and Latinx residents, partly because the event takes place on the west side of the City.
 - The City-hosted farmers market is the oldest in Prince George's County, celebrating its 28th season of bringing fresh produce to residents, some of whom are food insecure. The market features a County-run Farmers' Market Nutrition Program (FMNP)/Senior FMNP that accepts food vouchers from the Women, Infants and Children [WIC] program that supports low-income pregnant women, breastfeeding women and children under the age of five, and the Supplemental Nutrition Assistance Program (SNAP) that provides food-purchasing assistance for low- and no-income households. In other words, the City's farmers market provides some food security for low-income families of all backgrounds, including Latinx, African American, refugee and immigrant families.
 - The City provides a reduced rate for Camp Magruder sessions to campers who qualify for free/reduced lunch at their school and live in Hyattsville. They also provide free snacks to all campers.

GAPS

- Structure and function of City of Hyattsville local government
 - Many services that people want and/or need come from Prince George's County, not from the City of Hyattsville. Hence, many of the gaps this task force identified are not in the City's jurisdiction and require advocacy at the County level.
 - The City would have a hard time providing services "at scale" (on a large enough basis to meet all the need). The more people a program aims to serve, the more costly it is.
 - There is unmet need for student wrap-around services (e.g., legal, nursing/medical, laundry, and other social services). These should be provided by the PGCPS and/or community-based organizations.
- Outreach

- The City's teen program serves 200 students per year. However, approximately 4,000 students are not meeting state education standards and could benefit from the teen program.
 - The City does not have a senior services outreach worker who speaks Spanish.
- Latinx communities
 - Residents need simultaneous interpretation for all City-sponsored activities.
 - The Mi Refugio program is amazing, but many Northwestern students don't know about it and it's not serving all the young people who could benefit.
 - In comparison to the size of Hyattsville's Latinx community, there is low civic participation by the Latinx community in City Council, Advisory Committees and Task Forces.
- Immigrant and refugee communities
 - The City does not conduct outreach in languages beyond English and Spanish (e.g., American Sign Language [ASL], Arabic, Amharic, Dari, French). This is critical for Deaf, immigrant and refugee communities.
 - The City has not fully gained the trust of immigrant and refugee communities. As a result, many immigrants and refugees are unaware of City programs, services and facilities.
 - The City sometimes over-relies on email, and immigrant and refugee communities are more likely to be familiar with smart phone apps.
 - Lack of reliable transportation is a common barrier to participation in City programs and services. For example, dependence on bus travel presents a challenge since it takes longer than driving.
 - Immigrants, especially those from low-income households, are interested in low-cost legal services and insurance. These are often more important than City services.
 - There is a large unmet need for mental health screenings and services for refugees and immigrants who face challenges of acculturation. Additionally, many experienced trauma during their trip to the United States, or due to violence back home and/or state-sanctioned violence in the U.S. Trauma increases susceptibility to drug use and eating disorders. Trauma in children is often missed or misdiagnosed as "misbehavior."
- Other communities of color (non-Latinx and non-immigrant)
 - The City isn't doing as well with engaging all communities of color.
 - There is no equivalent of the Mi Refugio program for African American students, low-income students or other students who may have need for similar wraparound supports.

Other challenges:

- Mental health services/counseling aren't always available in the languages that people need.
- Medicaid isn't accepted by all providers who do mental health counseling. Stigma against mental health care is real, including in immigrant and other communities. Even when counseling and other services are available, people might not take advantage.
- Immigrants, refugees, people of color and others may view law enforcement as inherently violent.
- People may not take advantage of programs, services and facilities that are not located near their homes.
- The City lacks a recreation center west of Queens Chapel Road.

DATA

- More than 40% of Hyattsville's residents speak a language other than English. The top two are French and African languages.
- Twenty percent of the city's Latinx community does not speak English well or at all.
- A little more than 75% of residents are U.S. citizens.
- In Maryland, of those not born in the U.S., the most common birthplaces are El Salvador, India and China. The State has a relatively high number of residents who were born in Cameroon, Sierra Leone and Togo.
- According to the Race and Equity Task Force online survey (n=101 residents of Hyattsville):
 - The most-used City services and programs are its parks, walkways and bikeways, Summer Jam, the anniversary parade and carnival, the arts festival (Arts & Ales), Big Belly receptacles, community yard sales, the Zombie Run, HY-Swap, and the

International Festival. (The responses above were selected by 78%-31% of respondents respectively. Other responses were selected by fewer than 30% of respondents and are not included here, but are available in the attached survey results.)

- The most common methods for respondents to hear about City programs and services are the Hyattsville Reporter, the Hyattsville Life & Times, the HOPE in Hyattsville listserv, emails and texts from the City, word-of-mouth, the Hyattsville Wire, and the City's Facebook page. (Those responses were selected by 74%-31% of respondents. Other response options were selected by fewer than 30% of respondents and are not included here but are available in the attached survey results.)
- Respondents mentioned many City services or programs that they would like to see added, including the following that are relevant to this section of the Race and Equity Task Force's report: first aid, CPR and automated external defibrillator (AED) classes; activities geared toward adults (as opposed to children, families, and seniors); a City campfire in the summertime with hot dogs and smores; a City-sponsored cooking competition; tax information and resources; multicultural events outside of the historic district; classes on positive parenting, green living, African drumming, or mental health first aid; exercise facilities; aerobics for seniors; arts programs for teens; Spanish language programs (unclear if this was a request for the City to offer classes to teach Spanish or for City programs to be delivered in Spanish); a monthly game day; LGBTQIA Pride celebrations; more events for teens and tweens; programs for children during the weekends, snow days, and teacher development days; intergenerational events; a teen jobs program; intergroup dialogue programs; a book festival; and cultural events for the Latinx community.
- When asked what the City could do to increase inclusivity in programming, respondents mentioned the following: more outreach outside of the historic district, especially in West Hyattsville; clear details on transit options to get to City programs and events; City funding for Spanish-only programming; block parties; an electronic message board in West Hyattsville; a recreation center in West Hyattsville; advertising City events in Spanish and English at various places throughout the City (e.g., mini-markets like 7-11, grocery stores like Bestway, salons); moving events like Summer Jam to parts of the city that will attract a greater diversity of participants (the International Festival and Take Back the Night were both cited as great examples of how diverse City events can be); translation into more languages; developing a Spanish-language listserv for residents; hosting events at different times of day or days of the week (in fact, scheduling was cited as the most common reason for respondents not attending City events and programs); doing outreach to "minority communities" and those who live in apartments; ensuring that events are accessible to those without cars; getting leaders of underrepresented communities involved in planning events; hiring more diverse staff and City residents; holding events for different neighborhoods in the city to showcase their communities; events focused in/on University Town Center; holding events in a space separate from the Police Department because some residents are not comfortable interacting with police; and hiring a Latinx Outreach Coordinator whose full-time job is working with that community.

NEXT STEPS

Short Range:

- **Train:**
 - Recognizing that trauma-informed services are critical component of providing services to the City's diverse residents, Hyattsville should implement training about trauma-informed services for all City employees.
 - Recognizing that effective community engagement requires intention as well as skill, the City should offer training in cultural competence and cultural humility for all employees. This will provide an informed framework for effective community engagement, and will be **complementary** to the training already undertaken by the Hyattsville Police Department

at the Holocaust Museum and the National Museum of African American History and Culture, as well as annual mental health in-service training for officers.

- **Pay:**
 - The City should consider paying lump-sum bonuses for employees fluent in languages other than Spanish.
- **Partner:**
 - The City should expand its role as a facilitator and convener by providing space for meetings. This is desperately needed by community groups.
 - The City should leverage partnerships with faith-based communities, harnessing their desire to do good.
 - The City should continue and grow the work of the Immigrant Services Coalition, paying special attention to gaps in health and mental health services, legal services, and assistance with navigating the education system.
 - In consultation with the Immigrant Services Coalition, the City should find more effective, targeted techniques to engage immigrant and refugee communities (e.g., newspapers, radio stations, physical locations, and apps).
- **Work with County:**
 - The City should advocate for the County to consider issues of racial and socioeconomic equity in designing and implementing services for PGCPs students. This includes, for example, decisions on where to deploy bilingual programs.
 - Building upon the free snacks already offered, the City should work with PGCPs to offer free and reduced lunches to qualifying students who attend Magruder Camp.
- **Provide a program:**
 - The City should conduct a *public information* campaign to increase awareness of non-citizen and youth voting.
 - The City should ensure its outreach strategies do not increase the digital divide in low-income, immigrant and refugee communities in comparison to more economically secure communities.
- **Engage:**
 - The City should conduct intentional, targeted outreach to the Latinx community to increase participation in City Council, Advisory Boards and Committees.
 - The City should strengthen its outreach presence during popular community events (e.g., anniversary event) to spread the word about its programs, services and facilities. This includes Spanish/English bilingual information tables, as well as bilingual staff and volunteers circulating among attendees.
 - The City should build key trust and good will by gathering feedback from intended recipient communities before starting a new service.
 - For example, the City should convene *at least* one focus group with 10-15 participants from local refugee communities so they can speak directly with City staff about their needs.
 - The City should undertake multiple methods of enhancing community engagement:
 - The City should communicate using WhatsApp, Spanish-language radio stations and newspapers, and social media (including Snapchat and Facebook).
 - The City should also use flyers and spread the word through landlords, schools, barbers and beauty shops, and small businesses.
 - The City should work with faith-based organizations, including those with staff or volunteers who speak languages other than English.
- **Analyze**
 - The City should use its existing GIS files to map the location of City assets, PGCPs schools, and transportation options, in comparison to demographic information like race, ethnicity, socioeconomic status, age, ability, etc. This will allow City Councilmembers and staff to use data to visualize and analyze where the City currently offers programs, services and facilities compared to where intended recipients and communities live.

Mid Range:

- **Partner:**

- The City should partner with La Clínica del Pueblo, Northwestern High School, and PGCPs to scale up the Mi Refugio program's capacity to serve more students.
- **Provide a program:**
 - The City should explore a participatory budgeting process whereby some money is set aside for residents to allocate. For example, the City could scale up the ward-based discretionary funds that Councilmembers already allocate every year.
- **Engage:**
 - The City should partner with amenable landlords so that currently-empty storefronts can be used to host community meetings until the spaces are rented.
 - The City should provide simultaneous Spanish/English interpretation at all City meetings to increase language access.
 - The City should work with community health workers to spread the word about services and to increase community health.
 - The City should conduct community assessments with intended recipients before starting new programs and services.
 - The City should conduct an *education campaign* about non-citizen and youth voting, to help residents understand why voting matters, how to register to vote, how to find information about candidates and measures, how to check polling place, etc. This already happens in partnership with Northwestern High School civics teachers and should be continued/expanded.
 - The City should recruit seniors or near-seniors who speak Spanish to do outreach to Spanish-speaking community members and pay them a small stipend.

Long Range:

- **Engage:**
 - The City should provide simultaneous interpretation at all City meetings, programs and services in many languages, including Spanish, French, Arabic, Dari, Pashto, and Amharic, by assigning City staff or contractors or by recruiting community members and paying them a stipend.
- **Work with County:**
 - The City should advocate to PGCPs to make the following available in Hyattsville's public schools: teachers and staff who represent immigrant community cultures; safe spaces (actual, physical spaces) for survivors of violence and trauma and for youth.
- **Provide new places:**
 - The City should design and build a new facility, or retrofit an existing building, to serve as a full-time, dedicated teen center and senior center -- in other words, a community center that accommodates both groups in their own wings and encourages intergenerational interaction and support in the center of the building.
 - The City should open a new recreation center west of Queens Chapel Road.

COMMUNITY POLICING

SUMMARY

ASSETS

- Hyattsville City Police Department (HCPD) generally has a good reputation.
- HCPD is taking steps to improve.
- HCPD has written policy on traffic stops, biased profiling, and responding to a mental health crisis.

GAPS

- HCPD faces same challenges as other police departments nationally.
- Residents' voices are not always heard.
- Traffic policy leaves room for abuse of authority.

NEXT STEPS

Short Range

- Continue to improve the department and build transparency and trust with the community.
- Resolve ambiguity of traffic policy.

Mid Range

- Establish a resident review board.
- Institute police explorer program.
- Build greater understanding through engagement of constituencies.

COMMUNITY POLICING

DETAILED NOTES

ASSETS

- HCPD Engages community at different events. HCPD community engagements include coffee with a cop, National Night Out, community meetings, back to school high-fives at elementary schools, etc.
- HCPD is a Sanctuary City. This means, for example, that HCPD do not ask residents about their citizenship status in stops.
- HCPD is embarking on 21st Century Policing model.
- HCPD has ability to train officers on implicit bias and cultural competency.
- HCPD is creating some transparency of police data.
- HCPD has Hyattsville Community Chaplain Cohort.
- HCPD has considered Police Explorer Program (cadet program).
- HCPD use crisis intervention when interacting with individuals in a mental health crisis. HCPD also has a General Order 666, Providing Services to Individuals with Disabilities, that has been in place since 2005.
- In the first community policing meeting, Race & Equity Task Force had with HCPD, the Hyattsville police leadership said they are looking to make stops, arrests, and demographic data to make available to the public.
- HCPD has General Order 710 – Traffic Law Enforcement, which acknowledges traffic stops are stressful for individuals pulled over.
- HCPD has a General Order 707 – Bias Based Profiling, which prohibits HCPD officers from profiling simply based upon race, ethnicity, gender, national origin, religion, sexual orientation, gender identity, age, immigration status, disability, housing status, occupation, language fluency or economic level.

GAPS

- HCPD faces significant challenges:
 - Demographics of police officers do not match demographics of Hyattsville residents.
 - Disproportionate amount of people of color being stopped.
 - Trouble retaining police officers.
- Resident voices are not always heard.
 - Residents have low attendance at community meetings.
 - Trial boards do not have resident representation.
 - There is no residents' complaint board.
 - There is no police cadet program in place.
- There appears to be evidence of over-policing of HCPD in areas that have higher concentrations of low-income and Black residents. Ward 3, for example, has 5-6 times the report of crimes as captured in the HCPD annual crime statistics. In a prior Task Force meeting with the Interim Police Chief and prior HCPD Police Chief, the prior HCPD Police Chief mentioned an increased focus on certain areas of Hyattsville with patrolling. We encourage HCPD to review its policing implementation approach to see if this over-policing in certain areas may be resulting in a disproportionate impact on members of the community that are being arrested. For example, is a specific area that is being over-policed resulting in more tickets for traffic violations, etc, than in other wards in Hyattsville. If so, we encourage HCPD to re-think policing in these areas.
- Traffic Law Enforcement Policy Incomplete and leaves opportunity for abuse of authority
 - Ambiguity for handling "verbal abuse"
 - Language of policy sets a US vs Them mentality
 - No guidance for initiating communication with drivers not suspected of violent crimes
 - No guidance for making non-felony or non-suspected felony stops.
- HCPD General Order 710 states that officer should focus on "violin's driving behavior, not the driver's attitude" but it also states officer should not "tolerate such [verbal] abuse from the violin"

– This appears to be in conflict and ambiguous. Does this mean that officers are authorized to act on “verbal abuse” from a “violation” that does not constitute threats of physical harm versus threat of non-physical harm? This lack of clarity leaves room for abuse of authority when an officer wants to flex his/her power versus focusing on the specific law that was “violated”.

- HCPD policy refers to residents of the community that are pulled over are identified as “violators” in the policy. This language removes the humanity of the motorists as a person. The language is also extremely strong considering the many minor offenses motorists are pulled over for, such as taillights and/or signal lights being out. Having a policy that presents residents as “others” potentially sets the conditions for an officer to abuse authority.
- HCPD traffic law enforcement policy acknowledges that the experience for a “violation” of being pulled over by an officer is an emotional distressing situation for the “violation”. However, the policy does not differentiate how a “violation” that is not suspected of a felony or connected to a felony should be treated differently than a “violation” that is suspected of or connected to a felony. As the majority of traffic stops involve people not suspected or connected to felonies, this presents a significant opportunity for HCPD to begin to mend community relationships by implementing a motorist communication protocol that coaches motorists through the moment.
- The current policy accounts for how officers should approach vehicles when the driver is suspected of a felony. This concern goes hand-in-hand with the prior point for the way officers could potentially engage individuals pulled over for a traffic stop differently if the individual is not suspected of or connected to a felony.

DATA

- The population of the HCPD service area is 24% White, but 64% of HCPD police officers are White (CALEA Report, 2017).
- Some research finds Black officers as likely as White police officers or more likely to use force against people of color ([Menifield et al. 2018](#))
- The proportion of warnings and citations issued to people of color had not changed from 2014 to 2016.
- Research shows that police shootings affect mental health of African American communities across the country ([Bor et al. 2018](#); [Mapping Police Violence](#); [Behavioral Risk Factor Surveillance System](#))
- A 2007 study found 400 police departments, most with fewer than a 100 officers, were majority White. (New York Times 2014)
- For HCPD, in 2016 and 2014, African Americans and Latinos still made up 89% of warnings and citations in both years. (CALEA Report, 2017)

NEXT STEPS

- Short Range
 - Continue to take steps to improve the department and build transparency and trust with community
 - Review diversity hiring strategies (Review and consider principles from “Advancing Diversity in Law Enforcement” - <https://www.justice.gov/crt/case-document/file/900761/download>)
 - Need race and ethnic dimensions for Hyattsville use-of-force data.
 - Learn about ACLU training on Citizen Review Boards.
 - Investigate Greenbelt’s Citizen Complaint Oversight Panel.
 - Resolve policy ambiguity around HCPD officers addressing “verbal abuse.”
 - Modify traffic stop policy language to remove us vs them language.
 - Implement officer stop communication protocol that coaches motorists through traffic stop.
 - Develop traffic stop policy that sets standards for officer engagement during non-felony or non-suspected felony stops.
- Mid Range
 - Build greater understanding through engagement of different constituencies.

- More investigation into the relationship between trauma within communities of color and the interactions with police.
- Investigate trauma experienced by police officers.
- Research collaboration between social workers and/or counselors and police departments.
- Continue and increase anti-racism training for officers.
- Host an ACLU-led training on citizen review boards.
- Establish resident review board.
- Institute Police Explorer Program (cadet program)

HOUSING

SUMMARY

ASSETS

- Housing is well connected to transit.
- Hyattsville offers a Tax Credit Revitalization program.
- Prince George's County is exploring affordability & equity in housing.

GAPS

- No affordable housing incentive at City or County level.
- Market rate housing and rental costs continue to increase.
- Many Hyattsville residents at risk from gentrification.

NEXT STEPS

Short Range

- Add affordable housing to the City's Tax Credit Program.
- Provide housing rights education for homeowners & tenants, and equity training for landlords.
- Support the removal of racially restrictive covenants.

Mid Range

- Advocate for more inclusive affordable housing policies and zoning updates at the County level.

HOUSING

DETAILED NOTES

ASSETS

- Tax credit program to improve commercial and residential properties.
- Support for seniors and residents with disabilities through Hyattsville Aging in Place and City Services like Call a Bus.
- City is seeking a consultant to advise on housing policy.
- Council is interested in exploring options to remove restrictive covenants.
- Prince George's County Comprehensive Housing Strategy begins to establish an affordable housing policy for the County.

GAPS

- County sets affordable housing policy, currently there are no affordable housing incentives or requirements for new developments in Prince George's County or within the City tax incentive program.
- No ability to develop accessory dwellings or smaller units on existing lots. These types of units can allow seniors or residents with disabilities to reside with family members in an independent setting or provide rental income for homeowners who need to offset mortgage costs and rising taxes.
- Not much mechanism to increase accessibility of current housing units for seniors or residents with disabilities.
- New single-family housing will continue to be market driven, and the community continues to advance as a desirable market. Even for long-time homeowners who own their property outright, the increase in annual property taxes puts them at risk for losing their homes.
- Concern around house flippers targeting low-income, non-English speaking, and senior homeowners.

DATA

- Median property values
 - 2011: approximately \$130,000 (City of Hyattsville 2016 Economic Development Report)
 - 2017: approximately \$289,000 (US Census Data via American Fact Finder)
- Average rents
 - 2010: \$800-\$1000/month (with greater number of units available)
 - 2017: \$800-2000/month (US Census Data via American Fact Finder).
- Responses from the 2019 Race and Equity Task Force Survey hosted on Speak Up HVL indicate that 59% of respondents feel Hyattsville is a "Somewhat" affordable place to live; 30% feel it is affordable, and 12% feel it is not affordable.
 - Additionally, 22% of survey respondents indicated that they did not anticipate being able to afford living in Hyattsville in 5 years.
- Montgomery County has requirements for new developments to include affordable units - a strong model to follow.

NEXT STEPS

Short Range

- Add an affordable housing requirement for multi-family developments utilizing the City's Tax Credit Program.
- Provide City-sponsored housing rights education for homeowners and tenants, particularly elderly or immigrant families who may be prone to predatory house flippers and/or landlords.

- Provide equity and cultural sensitivity training for landlords to reduce issues of bias in leasing.
- Support programs to explore removal of racially restrictive covenants and other discriminatory policies.

Mid Range

- Advocate for more inclusive affordable housing policies and zoning updates at the County level.
Strategies can include:
 - Adoption of the Hyattsville Aging in Place and Prince George's Social Innovation Fund policy recommendations.
 - Coalition building with local municipalities and agencies in support of the Prince George's Comprehensive Housing Strategy.
 - Explore opportunities to update zoning laws to:
 - Allow accessory dwellings (e.g., in-law units, tiny homes) and/or
 - Increase maximum occupancy codes/standards to allow more renters per unit.

TRANSPORTATION

SUMMARY

ASSETS

- Wide range of transportation options: two Metrorail stations, several bus routes, bikeshare, rideshare.
- City working to improve biking and walking network.
- City recently completed Transportation Study.

GAPS

- City has limited influence on Metro's land use decisions.
- Many residents cannot afford to live near Metro stations.
- Bus service infrequent and unreliable, and City has little to no effective dialogue with transit providers.

NEXT STEPS

Short Range

- Suggest free UM Shuttle pass to PGCC students who are Hyattsville residents.
- Promote My Hyattsville app for residents to report problems with walkways, bikeways and streets.

Mid Range

- Collect Hyattsville residents' and business owners' bus and rail needs.
- Join with cities on Route 1 and East-West Highway corridors to advocate to Metro, Prince George's County TheBus, and the Maryland Transit Administration for bus and rail needs.

Long Range

- Complete Hyattsville's bicycle-pedestrian network to connect top destinations.

TRANSPORTATION

DETAILED NOTES

ASSETS

- Hyattsville residents have access to a wide range of transportation options:
 - Two Metrorail stations: West Hyattsville and PG Plaza
 - Many bus routes including:
 - Metrobus routes: F4, F8, 83, 86 and more
 - Prince George's County TheBus routes: 1, 13, 14, 17 and more
 - University of Maryland shuttles
 - Call-a-Bus for seniors and people with disabilities
 - Bikeshare: Capital Bikeshare
 - Rideshare (e.g., Uber, Lyft): Good response times
 - Anacostia River Trail
 - Nearby highways including 495, 295, 50
- City has been working to improve biking and walking network
- City recently completed:
 - Transportation study focused on infrastructure improvements
 - Circulator feasibility study

GAPS

- City has some influence but no power over Metro's land use decisions (i.e., how Metro uses its joint development-ready land near Metrorail stations)
- Many residents who use rail cannot afford to live near stations.
 - Therefore, City needs to prioritize safe connections to Metrorail by foot, bike, wheelchair, walker, scooter, and bus.
- City experiencing challenges collaborating with transit agencies
 - City staff said there is currently no effective meeting or dialogue with transit agencies Prince George's County TheBus, and that Metrobus and TheBus are competitive rather than collaborative.

DATA

- Hyattsville ranked #24 in the U.S. for convenience to public transportation (Transit Score® ranking from Redfin)
- According to the Race and Equity Task Force online survey:
 - The average commute is approximately 30 minutes and most commutes take 30-45 minutes.
 - Most residents use some combination of driving, walking, cycling, and taking transit (rail or bus) to get to work.
 - Walkways and bikeways are highly utilized.
 - Among the reasons residents do not attend City events were lack of transportation, parking challenges, and traffic congestion.
- The City's Community and Economic Development Team has created [GIS maps](#) to improve the process of citizen engagement by making demographic and other information accessible and interactive. For example, the maps include spatial data about Hyattsville's residents, wards, schools, bicycling, and parking.
- See [Hyattsville Transportation Study](#) and [Hyattsville Circulator Feasibility Study](#) for more data.

NEXT STEPS

Short range

- Support the transportation needs of Prince George's Community College students by promoting the free UM Shuttle pass to students who are residents of Hyattsville.
- Launch a "Walk with Me to Metro" program to increase safety and communication between residents and to prevent the need to drive to the station.
- Promote the new My Hyattsville portal (SeeClickFix) to report problems with walkways, bikeways and streets.

Mid range

- Collect Hyattsville residents' and business owners' bus and rail needs.
 - For purposes of equity, highlight bus needs:
 - Community speakers reported that bus is heavily utilized by low-income residents because it is most affordable.
 - Bus service is infrequent and unreliable.
 - Gather bus and rail needs from:
 - Community engagement meetings and online surveys.
 - The City's recent Transportation Study and Circulator Feasibility Study.
 - Commute information collected by Metropolitan Washington Council of Governments (MWCOC).
- Collaborate at the corridor level, with cities along the Route 1 and East-West Highway corridors, to advocate to Metro and PG TheBus for bus and rail needs.
 - Ensure that City staff attend meetings of:
 - MWCOC's Transportation Planning Board
 - WMATA (Metrorail and Metrobus)
 - PG County TheBus
 - Submit written requests for transit improvements (i.e., letters from City Council and/or memos from City staff)
 - Get and stay engaged in Purple Line meetings (Maryland Transit Administration)
 - Hyattsville residents will use the Purple Line light rail to commute to jobs in New Carrollton, Silver Spring, Bethesda.

Long range

- Complete the bike-ped network to connect top destinations including:
 - Metro stations: West Hyattsville and PG Plaza
 - Parks including Magruder, Heurich, Hyatt
 - Retail including the Mall at Prince George's, the Arts District, and West Hyattsville shops
 - Schools including PG Community College, Northwestern High School, Hyattsville Middle School and many others
 - Public facilities including the PG County library, community centers, the County Courthouse
 - Health care facilities including Kaiser Permanente
 - The Anacostia River Trail (used for commuting and recreation)
- Set aside funds to subsidize rideshare for PGCC students who are Hyattsville residents:
 - Set a maximum subsidy per year
 - Require enrollment in a specific academic program or certificate program (e.g., PGCC's Career Pathways culinary arts or glazing programs)
- Take steps to ensure Hyattsville is truly "A World Within Walking Distance"
 - Many streets currently have no sidewalk at all (e.g., parts of East-West Highway, Queens Chapel Road)
 - Advocate to the State Highway Administration as needed to add sidewalks to major thoroughfares

JOBS

SUMMARY

ASSETS

- Over 22% of employed Hyattsville residents work in Hyattsville.
- Hyattsville residents can take workforce development courses at Prince George's Community College PG Plaza location.
- Hyattsville offers numerous resources to support business and job growth.

GAPS

- City workforce does not reflect demographics of Hyattsville residents.
- Workforce development lacks sufficient partnerships.
- One-third of Hyattsville households cannot afford Hyattsville

NEXT STEPS

Short Range

- Advertise and host Hyattsville workshops for small businesses.
- Partner with PGCC to better serve PGCC students who are Hyattsville residents.
- Continue to diversify City staff via recruitment strategies.

Mid Range

- Revisit proposal for Hire Hyattsville job portal. (Councilmember Kevin Ward)
- Prioritize support for Hyattsville City Police Department police explorer program.

Long Range

- Attract employers offering higher paying jobs.

ASSETS

- City government is a critical employer
 - For all City employees: City offers competitive benefits package, six weeks paid Family Medical Leave
 - For HCPD officers: City offers referral bonus for officers, tuition for police academy
 - City recently hired 7 staff through the Employ PG program
- Hyattsville is home to a variety of businesses: City has managed to cluster big box stores and franchises in and near the Mall at PG, and small businesses in West Hyattsville and Arts District
- PG County has 15 federal agencies.
- Hyattsville's top 10 employers employ roughly 22% of employed Hyattsville residents (2,264 of 10,473).
- Hyattsville residents can take workforce development courses at the Prince George's Community College PG Plaza location.
 - PGCC PG Plaza location offers a Career Pathways Program, funded by a Workforce Initiative Grant, to help people jump from "hourly to salary". It is free for English as a Second Language (ESL) students due to workforce initiative grant.
 - PGCC offers 40 certificate programs and continuing education courses such as tech (dental, medical, pharmacy), home health aide, IT, real estate, etc.
 - Program also help students with resume building.
 - Demographic of students in these two particular grant programs: 22-44 years old, on special immigrant visas, Latinx (documented and undocumented), African (from Ethiopia, Cameroon, Sierra Leone), Syrian (many of whom lost paperwork during war).
 - Many of these students have higher education degree(s) from home country but their degrees are not typically recognized in the US.
- City offers numerous resources to support business and job growth
 - Business Resource Guide: City created an annual/biannual promotional guide for business owners that lists resources such as grants, tax credits, etc. It includes information on City programs, County Programs, and State Programs that are available for businesses. Among them includes the Economic Development Incentive Fund at the PG Economic Development Corp. This fund provides \$50M available to support businesses (to include \$1M set aside to support small businesses with getting lines of credit from a traditional bank).
 - Commercial Façade Improvement Program: Since 2001 Hyattsville has offered the Commercial Façade Improvement Program - In order to better support our businesses, the City of Hyattsville has created a Commercial Façade Improvement Program. The program provides funding to business or property owners within the three targeted investment areas to improve their building's façade. As of Fall 2018, Hyattsville Commercial Facade Improvement Program has resulted in \$383,528.92 from the City matched with \$458,668.36 from private investment resulted in 8 formerly vacant properties being activated, 105 permanent jobs being created, 8 new or relocated businesses.
 - Hyattsville supporting economic development programs resulting in retail/commercial space
 - City approved development of Hyattsville Armory Apartments - The Hyattsville Armory Apartments is a mixed-use development. The developer, Urban Investment Partners (UIP), is proposing a project that will include 32,000 square feet of ground floor retail space, along with 284 apartments and a structured parking garage to support the development.
 - City approved development of Riverfront at West Hyattsville Metro - In 2015 Hogan Companies and Gilbane Development proposed to develop a 25.3-acre

parcel immediately northwest of the West Hyattsville Metro Station that includes 10,000 square feet of retail/commercial space.

- Revitalization Tax Credit
 - The City's Revitalization Tax Credit provides financial incentives to economic development and redevelopment in the three business development districts.
 - Safeway revitalization project is one an example of this use of this tax credit.

GAPS

- City government has gaps including
 - Demographics of the City's staff do not yet match demographics of Hyattsville residents.
 - HCPD has a hard time retaining officers.
- PGCC workforce development program lacks sufficient partnerships.
 - PGCC needs partnerships to assist with preparing students for employment and job placement.
 - Students need more resume writing workshops, assistance completing job applications, help finding good jobs closer to Hyattsville.
 - Program needs assistance transporting Hyattsville PGCC students to certificate training opportunities outside of Hyattsville. Current public transportation options (Metro, TheBus) require more than 1 hour of commuting to get to PGCC Largo location, and it takes even longer to travel to Bowie locations using public transit.
- One-third of Hyattsville household incomes cannot reasonably support the cost of housing, transportation, and other daily necessities in Hyattsville.
 - See information in data section of notes for breakdown.

DATA

- Roughly 57% of Hyattsville residents are employed.
 - Data provided by City of Hyattsville Community and Economic Development Department, whereby the roughly 10,473 of Hyattsville's estimated 18,225 residents are employed. Estimated 56% are in the management, professional, sales and office occupations, whereas 23.5% are estimated to be in service occupations and an estimated 20.5% in construction, production, and transportation.
- Estimated 65.1% of Hyattsville residents have associates degree or less (estimated 43.9% of residents with HS diploma or less)
 - Retrieved on April 2, 2019, at 4:58pm, this Demographic data comes from the City of Hyattsville Website. The City reports the estimated educational attainment level of its residents using the US Census American Community Survey 2016 5 year estimates.
- Estimated 35.7% of Hyattsville household income is \$49k or less (Estimated 22.2% of Hyattsville household income is \$34k or less, while 22.4% is \$50k - \$74K).
 - Retrieved on April 2, 2019, at 5:24pm, this Demographic data comes from the City of Hyattsville Website. The City reports the estimated household income levels of its residents using the US Census American Community Survey 2016 5 year estimates.
- Top Hyattsville Employers: Retail (1st), County Govt (2nd), HVAC Contractor (3rd), City Govt (4th), Restaurant (5th), Healthcare (6th)
 - Data provided by City of Hyattsville Community and Economic Development Department, whereby the Top 10 employers in Hyattsville are listed: Cropp Metcalf (500), Prince George's County Public Schools (404), Macy's (250), Prince George's County Police (230), Home Depot (200), JCPenney (150), Target (150), City of Hyattsville (145), Olive Garden Italian Kitchen (120), and Kaiser Permanente Prince George's Plaza (115).
- Average earnings for PGCC certification programs \$11/hour - \$36,000/year
 - On March 6, 2019, Representatives from Prince George's Community College PG Plaza location discussed that 40 short certification programs are offered to PGCC students. Most of these programs get students into entry level jobs paying \$11 - \$12/hour. They state this is based on anecdotal conversations with students over the years. The mention that the most popular programs like dental assistant and other medical assistant type

jobs only pay roughly \$12/hour. There is a computer technician related certificate that has helped a small group of students who pursue it earn as much as \$36k/year.

NEXT STEPS

- City needs to take action to help keep Hyattsville affordable; without it, the number of households barely or unable to afford to live in Hyattsville will continue to increase as the cost of living Hyattsville continues from recent economic development.
- Continue to diversify City staff via new recruitment strategies. For example:
 - Send City human resources and hiring officials to job fairs at Bowie State University, Morgan State University, University of Maryland.
 - Expand list of websites where City jobs are posted:
 - Post to major job search sites such as LinkedIn, Indeed, ICMA International City/County Mgmt Association.
 - Post to websites that target potential employees of color.
- Evaluate City's first partnership with Employ PG (job placement program for people who have records) to hire seven employees. If results were positive, then continue and/or expand the partnership with this program.
- City partner with PGCC to better service Hyattsville PGCC students.
 - City can sponsor/host resume writing workshops and application assistance workshops at the municipal building in partnership with PGCC
 - Review The Kirwan Commission report's recommendations for improving the education and training of kids and youth for jobs.
- Attract higher paying job opportunities to Hyattsville.
 - Partner more extensively with PG Economic Development Council to attract large employers (e.g., federal, state government, small corporations) to locate in high rises, vacant business park.
 - Expand the facade improvement program.
- Revisit proposal for Hire Hyattsville job portal (Councilmember Kevin Ward)
 - Assign City staff (Community and Economic Development) to monitor federal and state job openings within a 20-minute commute of Hyattsville (i.e., College Park, Greenbelt, Beltsville, New Carrollton)
 - Then link local residents to those jobs through Hire Hyattsville portal
- Prioritize support for HCPD explorer/cadet program
 - This program is already under consideration by the HCPD Police Chief.
 - Mayor and Council should prioritize this since it would provide training of 14-20-year-old Hyattsville residents.
 - This program will not only build a pool of applicants for HCPD, but also potentially diversify police force and help with retention (builds pride in Hyattsville because of local hires).
- City assist low-income residents as a Volunteer Income Tax Assistance (VITA) site
 - As a VITA site, City can offer free income-tax preparation services for low-income families and ensure families are applying for the Earned Income Tax Credit (EITC). The EITC is a way to boost the incomes of low-income workers. Helping families to take advantage of it could be an easy short-term action to assist with the low household incomes of these families.
- Advertise and host City workshops on resources for small businesses.
 - City can continue to pull in more small businesses like Pyramid, Streetcar, Green Owl as a strategy for increasing employment opportunities. A continued focus of attracting businesses that are creative with a Keep Hyattsville Artsy campaign can also help with expanding job opportunities.

PEOPLE WITH DISABILITIES

SUMMARY

ASSETS

- City provides interpreters and captioning.
- Police officers are trained to work with people with dementia and mental illness.
- City has a full-time Senior & Disabilities Services Coordinator.

GAPS

- Builders lack incentives to build housing that is both accessible and affordable.
- Call-a-Bus is available only for limited hours and days.

NEXT STEPS

Short Range

- Enlist people with disabilities to help the City implement improvements, create and deliver trainings, etc.

Mid Range

- In partnership with people with disabilities, advocate for the County to support an increased number of housing units that are both accessible and affordable.

Long Range

- Expand Call-a-Bus hours and days of operation.

ASSETS

- 2012 ADA Transition Plan
 - The plan provides a thorough overview of physical barriers in City spaces that are not in compliance with the Americans with Disabilities Act, providing specific improvements and budgetary estimates to address these barriers.
 - Also included in the plan are eight best practices the City could implement to be responsive to resident needs.
 - The plan to achieve ADA requirements is noted on the City's website.
- Services to residents provided by the City
 - The City provides many relevant trainings to HCPD officers
 - Autism Awareness
 - Dementia Awareness
 - Mental Health Awareness (annually)
 - Also included are ICAT (Integrating Communications, Assessment, and Tactics) trainings developed by the Police Executive Research Forum, the assessment portion of which specifically focused on recognizing individuals in crisis.
 - Additionally, the City partnered with NAMI (National Alliance on Mental Illness) during that block of instruction.
 - Services for Deaf residents
 - The City provides interpreters, including ASL interpreters, when requested and when there is an anticipated demand for them.
 - The City advertises its provision of translation/interpretation services when relevant to the event they are advertising.
 - The Council Meetings webpage advertises that interpretation is available upon request.
 - Closed captioning is provided for City-produced videos. Plans are being made to add captioning to the video feed of council meetings.
 - The City's pre-recorded original-content and promotional videos were recently updated to include closed captioning.
 - Services for residents with visual impairments
 - Major street crossing lights are accessible for the blind, increasing pedestrian safety.
 - Services that benefit all residents with disabilities
 - The City has a full-time Senior and Disabilities Services (SDS) Coordinator.
 - The City works with the County to have Meals on Wheels provided to both seniors and people with disabilities.
 - The City offers Call-a-Bus service.
- Services to residents provided by other entities or by individuals
 - Hyattsville Aging in Place is an active, volunteer-run, non-profit organization in the City that provides services to seniors, including those people with disabilities.
 - Among other assistive programs, Hyattsville Heroes and members of the City's youth club (in partnership with HCPD) assist residents with yard maintenance and snow removal.
 - The University of Maryland shuttle, while a limited route, provides free transportation to city residents.

GAPS

- City plans

- The 2012 ADA Transition Plan does not address vision, hearing, or cognitive disabilities in relation to public services.
- The City offers no incentives for employing or housing residents with disabilities.
- The City has an outdated emergency plan that lives with the police department.
 - However, they have recently hired the previous Police Chief, Doug Holland as a consultant to assist us in developing a new plan, which will be much more comprehensive.
 - He's had initial meetings with the State and the County and the plan is in development. It will address the issues mentioned in the [Age-Friendliness Action Plan](#).
- Services to residents provided by the City
 - Emergency notifications go out only via text or email, which does not reach residents without cell phones or email access.
 - Even if seniors and people with disabilities receive emergency notifications, they may not have the capability of moving to a safer location or accessing services.
 - Transportation services require residents to be able to get from their door to the curb (or further, in the case of traditional bus service) for pick-up.
 - HCPD officers do not know ASL.
- County-level issues
 - Many single-family houses and townhomes are built on 2-4 floors without elevators or chairlifts, many bathtubs and showers lack grab-bars, many homes require climbing steps to enter, not all stairs have railings, and not all homes have a bathroom on the first floor. The County code and County funding for remediation can address these issues.

DATA

- **From the City's [Age-Friendliness Action Plan](#):**
 - "Incorporated in 1886, Hyattsville, Maryland is now home to 18,000 residents. [...] The population is similarly split nearly into thirds among low-, middle-, and high-income households, which are filled by residents of all ages, including 8.6% who are age 65 or older (13.3% age 60 and older), and 7.4% who have a disability. Additionally, nearly 17% of the city's households include at least one person age 65 or older" (Page 7).
 - "In addition to relative affordability and the liveliness of the arts district [*sic*], Hyattsville offers wide variety among its 7,000 housing units. Nearly half of them are single family homes, and the rest are rental apartments and town homes [*sic*]" (Page 7).
 - "According to the Prince George's County Health Department, 32% of all county residents over 65 have a disability [...]" (Page 34).
 - Fewer than 10 people used Meals on Wheels as of the report's 2018 publication.
- **From the Race and Equity Task Force online survey (n = 101 Hyattsville residents):**
 - Ageless Grace, Cops-on-Rooftops, Hyattsville Heroes, Call-a-Bus, and Hyattsville Aging in Place were among the City programs, services, events, and non-profits used by respondents.
 - When asked what City programs or services could be added, respondents mentioned mental health services, programming for adults with disabilities, mental health first aid classes, and gentle yoga and other activities for seniors (one respondent held up Bowie for their senior center and its offerings).
 - When asked what the City could do to increase inclusivity, respondents mentioned ensuring disability access to City events; always providing a contact person for ASL and other accommodations that might be needed for events or programs; better advertising the availability of ASL interpretation; hosting events at times other than nights, when seniors and others cannot attend; and offering events specifically geared toward residents with disabilities.

NEXT STEPS

The City should ensure the inclusion of people with physical, cognitive, emotional, and neurodiverse disabilities, as appropriate, in all actions recommended below.

Short Range

- Services that would benefit all residents with disabilities
 - Whatever the future iteration of the Race and Equity Task Force, Hyattsville must ensure representation from disability communities in the city.
 - The City should better publicize programs that are available to help residents, whether City-, County-, or State-run. In partnership with residents with disabilities, the City could offer an annual workshop on these programs.
 - The City should have a forum for residents with disabilities. Experts to consider inviting include residents with disabilities, school teachers and staff (since schools are mandated to serve all students, including those with disabilities), leadership from the Chelsea School, the Hollands for their knowledge of developmental disabilities, and faculty or staff from Gallaudet University.
 - The City should work with residents with disabilities to design, implement, and evaluate trainings. It's empowering for youth and adults to educate others about their disability, the supports they need, and to be able to frame what they want other people to know about them.
 - The City should hire employees with disabilities -- both for disability-related positions and for general City staff positions.
 - The City should explore developing a directory of available services for residents with disabilities.
 - The City should better publicize the availability of Meals on Wheels to residents. One-on-one outreach may be most effective here.
 - The Emergency plan is a key area for the work of the Aged Friendliness Initiative, including implementing voluntary sign-up for people with disabilities and seniors.
 - Reassess (or finish reassessing) the ADA transition plan.
- Services to residents provided by the City
 - Services for Deaf residents
 - The City should publicize the availability of ASL interpreters in the Hyattsville Reporter.
 - The City should explore hiring Deaf performers for Summer Jam and other City events.
 - The City should offer ASL interpretation for Coffee with a Cop (or better publicize this as an option).
 - The City should explore using additional technology to reach Deaf and other residents with disabilities.
 - Services for residents with physical disabilities
 - The City should explore expanding programs to help residents with lawn, yard, and home maintenance.
 - The City should run an educational campaign about the importance of parking bikes, especially bike share bikes, out of the way of people using wheelchairs and motorized scooters.
 - Services for residents with visual impairments
 - The City should verify that its website and other communications are accessible, including 508 compliance for digital resources (for example, colors to indicate meaning). Note that PDF files are often not readable with screen reader technology.
 - Finally, we would like to echo the following [Age-Friendliness Action Plan](#)'s recommendations:
 - "Place City brochures, notices and flyers at libraries, tiny libraries, information boards, faith-based communities, community/senior centers with contact information to follow up with Senior and Disability Services Coordinator" (page 43).

- “Create a phone line with recorded messages about how to pursue services in City and County” (page 44).

Mid Range

- Services that would benefit all residents with disabilities
 - The City should conduct a reassessment of the 2012 ADA Transition Plan to identify progress and relevant next steps.
 - The City should create and make available a Public Services Self-Evaluation to address accessibility for vision, hearing, and cognitive disabilities.
 - The City should provide support for residents with disabilities who experience abuse by caregivers.
 - If possible, the City should track the percentage of affordable units rented to people with disabilities.
- The City should create a system whereby emergency notifications go out via phone, in addition to text and email.
- Services for Deaf residents
 - The City should train officers in ASL.
 - DC’s Metropolitan Police Department has a Deaf and hard-of-hearing unit that the City may be able to contact for technical assistance.
 - Additionally, Streetcar 82 offers very affordable ASL classes (\$15 for 4 weeks) that HCPD officers could access. Perhaps the company could identify certified teachers to conduct a specialized class for officers, with specific language important for law enforcement.
 - The City should launch a text-to-911 system.
- Services for residents with physical disabilities
 - When renovating or improving public areas of the City, the City should increase accessibility for users of wheelchairs, power chairs, walkers, and other mobility devices.
 - The City should partner with nonprofit organizations and for-profit companies that are willing to support modifications to residents’ homes to make them more accessible.
 - Relatedly, the City should strengthen and expand the revitalization tax credit program.
 - When redesigning City playgrounds, the City should create Inclusive Playgrounds using principles of universal design so they can be accessed by children of all abilities.
 - The City should advocate for the County to work with bikeshare and scootershare vendors to provide some accessible shared bikes (e.g., tricycles, handcycles, side by side bikes) and shared scooters. (MBikes at the University of Maryland and Capital BikeShare have both deployed accessible bikes in the DC area, so there are examples to work from.)

Long Range

- Services that would benefit all residents with disabilities
 - The City should expand access to home-care options and other personal and health care services.
 - The City should advocate with the County for accessory dwellings (tiny houses, cottage communities, etc.).
 - The City should partner with healthcare-providing and -training institutions to offer care to residents with disabilities who are in need.
 - The City should offer respite care, adult day-care, and self-care for caregivers, possibly in partnership with non-profit organizations.
- Services for residents with physical disabilities and/or visual impairments
 - The City should advocate for the County to support an increased number of accessible and affordable housing units.
 - The City should provide incentives to builders and developers to create accessible and affordable housing units.
 - The City should advocate for the County for increased mass transit options.
 - The City should seek funding to make Call-a-Bus free, possibly in partnership with the County’s Call-a-Bus program.

- Finally, we would like to echo the following [Age-Friendly Action Plan](#)'s recommendations:
 - Because people with disabilities are disproportionately likely to be un- or under-employed, the City should implement "a rent stabilization proposal that would hold rents to a percentage increase; and the creation of a 'trust' fund that developers would pay into and the City could use for high priority programs, including assisting in affordability" (page 16).
 - The City could "[b]uild a coalition of interested communities in the county to attract affordable housing developers and organizations to administer affordable units" (page 20).

CONCLUSION AND RECOMMENDATIONS

For the members of the City of Hyattsville's Race and Equity Task Force, the past eight months have served as a thought-provoking assessment of the various ways Hyattsville residents encounter equity issues related to race, ethnicity, socioeconomic status and ability. We have learned about the policies, programs, services and facilities that help residents feel engaged, supported, seen and heard, and the gaps that create barriers and challenges for residents.

In many regards, our community speakers and our research validated that the City and local community organizations are working with integrity to meet a wide variety of resident needs. At the same time, this Equity Plan demonstrates there is room for growth and improvement to ensure the City achieves its goal of remaining an inclusive, diverse community. We also recognize that the development of this report only begins to scratch the surface of these issues. There will be a continued need for collection and analysis of data, a plan to implement the recommendations, measurement of the City's progress toward its goals, and a periodic refresh of the City's Equity Plan.

To most effectively address the recommendations outlined in this plan, the Task Force recommends the following:

Short Range

- Extend the Race and Equity Task Force for two years. During this time the Task Force will continue research and develop more detailed strategies to complete the recommended Short Term goals.
- Recruit a paid or stipended intern from a local university/college to support the Task Force in their research and written recommendations. Identifying a singular point person assigned to this Plan will effectively and efficiently push forward the groundwork laid by this volunteer-led committee.

Mid Range

- Add a permanent Race and Equity role to each of the City's standing Committees. This representative will raise awareness of equity issues inherent to City business (e.g., planning, health and wellness) and embed the values outlined in this report in all City policies and initiatives. The Race and Equity Task Force can provide education to Committee leadership in support of this goal.
- By 2021, hire a Chief Equity Officer (CEqO) to serve on the City Administrator's management team. This position will take a leadership role in the continued development of the City's Race and Equity Plan and will work toward achievement of the mid- and long-range recommendations outlined in this document.

Long Range

- With the addition of a Chief Equity Officer, re-evaluate the role of the Race and Equity Task Force as a standing committee to advise the CEqO and any aligned staff.

Finally, the Race and Equity Task Force would like to thank the Mayor, City Council, and City staff for their endorsement of this work. In particular we are deeply grateful to our staff liaison and City Clerk, Laura Reams. Without her steadfast support, can-do demeanor, and thorough knowledge of City activities, this plan would not have been possible. Additionally, a thank you to Mr. David Marshall who attended all Task Force meetings and provided a wealth of knowledge, perspective, and City history.

We would also like to thank and recognize the members of the Task Force who concluded their terms before our report was completed: Jessica Arends and Chuck Perry.

We are honored by the opportunity to have started this important work, and are hopeful that it will continue to improve and preserve Hyattsville's diverse community for generations to come.

The Members of the 2018-2019 City of Hyattsville Race and Equity Task Force

- Cindy Zork, Chair

- Jeannette Soon-Ludes, Secretary
- Andrea Dargin
- Ife Floyd
- DJ Johnson
- Joanne Waszczak
- Shannon Wyss

Question # 1 - What City programs and services do you use? (select all that apply)

city-parks	78
walkways-and-bikeways	68
summer-jam	63
anniversary-parade-carnival	55
arts-festival-arts-ales	53
bigbelly-trash-and-recycling-receptacles	52
community-yard-sales	37
zombie-run	33
hy-swap	31
international-festival	30
micro-farmers-market	23
city-committees-boards-and-commissions	21
holiday-tree-lighting	21
summer-movie-series	18
movin-with-the-mayor	16
parking-day	14
dogs-for-the-arts	14
electric-vehicle-car-show	13
camp-magruder	12
cyclocross	12
national-night-out-against-crime	11
egg-hunt-pancake-breakfast	8
ageless-grace	8
coffee-with-a-cop	7
other	7
spookyfest	3
cops-of-rooftops	3
hyattsville-heroes	3
call-a-bus	2
senior-art-class	2
education-enrichment-grants	2
dog poop stations/dog poop collectors	2
creative-minds	1
mentorship-program	1
teen-club	1
family-resource-workshops	1
Community Yoga	1
Hyattsville Aging in Place Programs	1
composting	1

Question # 2 - How do you hear about City programming and services? (select all that apply)

Selection	Tally
the-hyattsville-reporter-green-sheet	74
the-hyattsville-life-times	74
hope-in-hyattsville-listserv	69
city-of-hyattsville-notify-me-email-text-alerts	47
word-of-mouth	45
the-hyattsville-wire	34
city-of-hyattsville-facebook	31
route-one-reporter	22
city-of-hyattsville-instagram	8
city-of-hyattsville-twitter	6
west-hyattsville-listserv	3
HAP listserv	3
Arts District Facebook, friend Facebook pages	1
UHCA listserv	1
Friends/neighbors	1
what are these other sources? Where are they advertised?	1
Route One Fun	1
Theater in the park	1
google search	1

Question # 3 - What kinds of City Programming are Missing?

- my ward reps never meet with us, that's a council thing not a city, but it's lacking nevertheless
- LGBTQ pride month event
- NONE
- Not sure
- mental health services lacking program for adults with disability
- Intellectual, things that capitalize on UMD proximity
- can't think of anything
- First Aid, CPR, AED classes, more adult events (we have a lot of kids, family and senior programming, but not a lot of events geared towards adults), and maybe a city campfire in the summer (yeah, we used to not have food trucks, too) and provide hotdogs and smores
- None
- A city chili cook-off, or some sort of cooking competition
- A conventional book club would be nice.
- Karate
- ?
- Don't know
- Something on the grounds of the city building
- none - very active city schedule

- tax info, resource info
- More multicultural events in different parts of the City. Most now are in the Historic section. This limits access to other residents.
- Art classes
- One time workshops on topics like positive parenting, living more green, one time classes in different art mediums or African drumming or mental health first aid
- Employment services
- I like the city events
- ?? but keep up the effort- getting better every year!
- Exercise facility/ fitness-aquatic center
- aerobics for Seniors; arts programs for teens;
- I cant think of one!
- Gentle yoga for seniors
- Pay more reporters
- composting in the Arts District
- Need more activities for seniors - the City of Bowie has an excellent senior center building and has been nationally recognized for their center and the offerings at the center.
- Pretty happy
- More educational programs perhaps
- Not sure
- Spanish language programs
- sports meet ups (e.g., tennis); election guidance/training/support for potential election candidates
- None
- looks good to me
- N/A
- Events specifically targeted to adults (single or partnered) without kids
- Tween / Teen
- More Senior Centers
- We need a way to donate items to residents that actually need them instead of just swapping them amongst the more affluent residents (through HY-Swap or listserv)
- Greener HvL
- fitness
- all-age programming; outdoor opportunities that do NOT include children;
- .
- None
- Don't know
- More programs for children, young people
- I like the selection, though there's always room for more programs. Maybe a "walk with me to the metro" kind of program to increase safety and communication and use less fuel with drop-offs?
- Social events for seniors
- More composting. More frequent electronic recycling.

- dont know
- A monthly game day, targetting seniors; Call-A-Bus evening and weekend hrs when most city events happen
- Can't think of one
- Event for teen they need a bigger place. There is no gymnastics or other things that are fun
- gay pride parade
- Varied music for kids
- .
- music and adult movies
- programs for kids during weekends. Everything is aimed at people who can afford to stay home or hire nannies. Daycare kids miss out.
- Children's programming for snow days and teacher development days - too many kids have nowhere to go when school is closed
- more on promoting local businesses, more on managing animal problems, more on helping low income neighbors
- More inter generational events
- Additional resources for teens; jobs program
- Neighborhood gatherings, things for young professionals
- Good programs, add more health & wellness
- Unsure
- Block party
- Nothing comes to mind
- Job fairs.
- theater in the park, open mics
- N/a
- Not sure
- more internationally themed events
- Intergroup dialogue programs
- Recreational/social/sports sites and opportunities for teens, young people
- Not sure
- Spanish as a second language
- .
- Musical Arts, Jazz, Blues
- not sure; maybe teens but I don't; have one.
- ?
- none
- a service something like, seeclickfix.com
- Don't know.
- Street cleanup
- N/A
- Greater effort at reducing single occupancy vehicle trips
- Book festival similar to NoVA Teen Book Fest
- Don't know

- more cultural events that would attract latino population
- Can not think of any.
- None
- c
- Job Readiness

Question # 4 - What can the City do to increase inclusivity in programming?

- doing pretty good but can't be lax so it's not the same folks all the time; more outreach to those outside the historic district
- West Hyattsville outreach/programs, make directions/modes of transportation available to events more clear (e.g. which bus line to take, if parking is available, if people are walking, are there sidewalks, is there a bike route/racks?)
- People of color as leaders
- Not sure
- Not sure.
- It seems that a great deal is done already
- i don't know
- Less police, encourage residents to organize Spanish-only programming using city resources
- ?
- ?
- Ensure accessibility to people with disabilities. Always provide a contact person for accommodations such as sign language interpreters, readers, etc.
- Advertise
- The redesigned median on queens chapel road enhances the divide between east and west hyattsville
- Don't know
- start smaller - block parties
- not aware of anything
- more spanish/ other language offerings
- I think having a message board that is working in West Hyattsville would be helpful. It would also be helpful to have more events in that part of town, even a small rec center.
- ASL accessibility
- Advertise events at local places restaurants, 7-11, salons, etc in Spanish and English and at Bestway and places frequented by the Spanish speaking community. Talk to ppl in the communities you're trying to attract and ask them how to increase inclusivity.
- Affordable housing for 20-30' s
- Relocate events to different parks...e.g. International fest is way more diverse than summer jam. Improve group travel options
- Brayan Perez's stream of email reminders is very helpful ! I do NOT FB or Tweet, so assume news is there too.
- More bilingual programs
- timing of programs makes difference for Seniors; night time programs often cannot be attended

- I think the city does a great job actually
- Continue communicating in Spanish. Provide sign language interpreters at city events. Recruit volunteer group to help seniors fix up house and do yard work.
- Translate into more languages
- expand services to the full community
- Make sure all programs are advertised to include all cultures.
- Don't know
- Move locations around. I went to Take Back the Night in WestHyattsville once and was pleasantly surprised how diverse the attendees were- much more so than the usual events I attend.
- Not sure
- Not sure. Try various language
- more programming on weekends (e.g., farmers' market)
- Advertise
- keep advertising events
- N/A
- Unsure
- ?
- Add more seniors
- outreach to Spanish speaking community, getting a Spanish listserv going so they can take advantage of news and giveaways
- Don't know
- release more pictures of diverse attendees
- Focus less on youngsters whose families have money and focus more on low-income/older residents and those with disabilities
- .
- Continue to offer a variety of programs at various times.
- Don't know
- Outreach to minority communities; apartment dwellers
- Not sure
- Have more accessible for Seniors
- Make sure everything is available to people without cars
- don't know
- Involve leaders of underrepresented communities in planning, do more activities in those neighborhoods. People always feel more comfortable when they see themselves reflected - in a place, an activity, an organization.
- Can't think of something currently
- Be more informative. Not everyone plays soccer
- doing a good job already
- unknown
- .
- publicize in west hyattsville

- Do better marketing and promotions -- Tacoma Park sends out a nifty round-up of events. We should do something similar. Also, include more programming on weekends. Working class families also want to participate.
- Continue to focus on holding events in locations that are walkable or accessible by public transit
- hire diverse staff, outreach
- Have ambassadors for different communities
- Continue to hire and seek out opinions from wide variety of residents
- Have more neighborhood exploration days where we get local residents to showcase and highlight each neighborhood
- More advertising & variety of programs
- More targeted at UTC
- Safer bike connection to both sides of E-W highway
- Nothing comes to mind
- Hold events at the mall or over in West Hyattsville.
- reach out to non-white, non-affluent residents
- N/a
- Peer invites
- ask for input, like this survey
- Outreach in more languages
- Send out The Hyattsville Reporter and the Hyattsville Life and Times in a timely manner so events are not already passed by the time they are received. Be aware that many people may receive word of mouth information through schools and churches, may not be that comfortable attending events in a building housing the police department
- Not sure
- Keep doing what your doing
- .
- Ask
- not sure; maybe some outreach could not be done by mostly white people
- ?
- n/a
- Use better modern technology solutions to connect with residents and receive input from residents.
- Might have enough.
- Block parties
- N/A
- not sure
- Unsure
- Don't know
- do more outreach to the latino community
- With such a large hispanic community, more needs to be done for outreach. Like an actual hispanic outreach coordinator or something where that is the main job, not just part of a job.
- None
- Open Up resources to Mid Income Families

Question # 5 - Do you have trouble affording your rent or mortgage?

Category	Tally
No	66
Yes	5

Additional Comments:

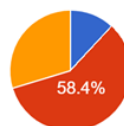
- not now
- I have in the past, but okay for now
- Define trouble!
- No but we are resourceful
- I cannot save money to build down payment to purchase a house.
- mortgage paid
- I will when I retire in a year.
- Yes, due to unemployment
- It's tight but doable.
- Yes. House are crazy high
- not yet...
- No. But our taxes are too high! They are too high. Higher than for multi-million dollar homes in potomac. Why? Where is the payoff. Doesn't seem the value is there.
- my mortgage is very expensive
- No but I know people who do and I will have trouble if I want to downsize
- Sometimes
- Used to, but not anymore.
- No, because I bought 20+ yrs ago, when Hyattsville was more blue-collar.
- No, but I find the property taxes very high,
- not at this time
- somewhat
- If I had not bought long ago I could not possibly live here,
- Taxes are too high

Question # 6 - Do you think Hyattsville is an affordable place to live?

Category	Tally
Somewhat	59
Yes	30
No	12

Do you think Hyattsville is an affordable place to live?

101 total respondents Type: single select



no
somewhat
yes

Question # 7 - Do you think you will be able to afford living in Hyattsville in 5 years?

- Yes – 22
- No – 5
- Comments:
 - Yes, but I'm concerned about property taxes.
 - Yes but only because I own if I was renting then probably not
 - Yes (I own)
 - Yes - but only because we own and are not subject to rent increases
 - Maybe
 - maybe
 - Maybe not
 - Probably
 - Probably. Maybe unable to buy
 - Can probably continue to rent, but might not be able to buy.
 - hopefully
 - hopefully but for new folks it's getting too high
 - Hopefully
 - I hope so
 - i hope so, but don't know because of the taxes
 - I hope so
 - I sure hope so!
 - I don't know
 - I don't know
 - Not sure
 - barely
 - No because all of the new housing is getting too expensive. There is no regulation that compels developers to set aside a percentage of affordable housing in their developments.
 - No, prices rising
 - It depends on the amount of new development.
 - We can afford it, but unfortunately it no longer make sense for us because the state, county, and local income taxes are so much higher than surrounding counties, particularly in Virginia.
 - I may move, but would like to keep this house in the family.

Question # 8 - If you do not normally attend City events, what prevents you from attending?

Category	Tally
Schedule	60
other	29
no-interest	25
Transportation	5
ADA Accessibility	4
Location of Event	3

- I do attend...missing a box here.
- N/A (this question should not be required as I do attend events)
- we're homebodies
- Not the right age range
- The City needs to have real public hearings on issues, not just a half hour set aside before the Council meets. It needs to have back and forth between the Council and the residents.
- I attend events
- work a 2nd job to help me afford my home & repairs, so often too busy
- programs get filled, especially those offered by the Mayor
- Not available to attend in some cases.
- N/A in don't attend event
- I attend
- general busy-ness, but I do attend from time to time.
- I do attend city events
- Sometimes, I'm just a homebody... but I have an active child now so I'm trying to get out more
- I have different age groups of kids not all events make it possible
- I attend
- Parking
- I attend
- We often attend
- I attend city events that interest me.
- Evening meetings run long
- I do attend.
- congestion
- No issues
- We do not receive news letter of events in our area

Question # 9 - On an average day, my commute (door to door) takes:

- work from home
- 45 minutes
- 20 minutes
- 55 minutes

- 20 min
- 10 min
- 40 min
- 20 to 90 minutes
- 1 hour
- 2 mins
- Work at home.
- 10
- 45 min- 1 hr
- 15 minutes
- 20 minutes
- 45 minutes
- 5 minutes
- I am retired
- 10 minutes
- 25-30mins
- 5-10 minutes
- 45 minutes
- 20 + minutes
- Not currently employed
- I am retired
- 9 miles by bike /50 minutes
- 50 minutes
- 10 minutes
- 45 min
- 0 - retired
- 45 min
- 15 minutes
- 45 minutes
- 15 mins
- 40
- 50 minutes
- 40 minutes
- 25
- 0
- 0
- 20 minutes
- 1 hour
- Not relevant
- 45
- dna
- 45
- 60 minutes

- 45 minutes
- 1 minute.
- I work at home. My wife's commute is 40 minutes if I drop her at metro, 50-55 if she walks or buses to metro.
- 35
- 45 minutes
- 1 hour
- minutes
- 35 minutes
- I don't want any religious background coming to my door. When the weather changes people come to our door to talk about their religion. Also give grant to people who live and Hyattsville and want to own a home
- retired
- 15 minutes
- 50-60 minutes
- retired
- i work from home.
- 90 minutes each way
- 7 minutes
- I work out of my home
- 45 minutes
- 3 hours
- 15 minutes
- 30 min
- 50 minutes
- 40 minutes
- 60 mins
- 20
- 40 min
- 38 minutes or 60
- n/a
- 45 minutes
- I am retired
- 30-45 minutes
- 1 hr
- 30 min
- Retired
- n/a work from home
- 0
- 30 minutes
- 1 hour
- 15 minutes (3 miles)
- 1 hour

- 40 minutes
- 45 minutes
- 20 minutes
- Varies by mode from 45 minutes (metro) to 2 hours (running).
- 5 miles
- 30-35 minutes
- 25 minutes
- c
- Unsure what this question means

Question # 10 - My method of transportation is: (select all that apply)

Category	Tally
Car	81
Metro	45
Walk or Roll	41
Cycling	21
Bus	16
Other	6
Rail Commuter	5

occasional UMD commuter bus

moved to driving since the yellow line was decommissioned

Each day typically takes bus + metro + walk. Sometimes Marc + metro + walk, sometimes bike instead of the walk to the metro.

uber

Running

Question # 11 – Age

- prefer-not-to-answer - 2.1% (2)
- 25-34-years – 14.7% (14)
- 35-44-years – 31.6% (30)
- 45-54-years – 16.8% (16)
- 55-64-years – 9.5% (9)
- 65-74-years – 23.2% (22)
- 75-years – 2.1% (2)

Question # 12 – Gender

- prefer-not-to-answer - 7
- female - 69
- male - 19
- non-binary - 0
- prefer-to-self-describe-in-other
- other - my husband is a guy

Question # 13 – Ethnicity

- white - 73
- hispanic-or-latino - 1
- black-or-african-american - 17
- other-asian-pacific-islander- 1
- Korean - 2
- Japanese - 2
- prefer-not-to-answer - 2
- other - 6
- interracial couple
- White Russian American
- Jewish

Question # 14 – Language (select all that apply)

- English - 94
- Spanish - 10
- French - 8
- Arabic – 1
- German – 1
- Russian – 1
- Japanese - 1

Question # 15 – Annual Household Income

- Less than 20,000 - 1
- 20,000 – 34,999 – 2
- 35,000 – 49,999 – 5
- 50,000 – 74,999 – 14
- 75,000 – 99,999 – 5
- Over 100,000 – 58
- Prefer Not to Answer – 8
- Blanks – 8

COMMITTEE WORKSHEET

Race and Equity Task Force

Mission Statement: The mission of the Hyattsville Race and Equity Task Force (an ad hoc committee) is to develop an equity plan for the City of Hyattsville. This plan should include recommendations to advance equity in the city in administration, public services, and community development to further support our goals of being an inclusive community.

Scope: The committee shall be initially tasked with answering the following questions:

- 1) What policies, programs, and/or practices should the City of Hyattsville adopt within the next 5 years to help maintain its racial, ethnic, and socioeconomic diversity, and promote disability inclusion?
- 2) What are the top five issues facing low to moderate income families and individuals living in the City of Hyattsville? What new programs should the City consider to support economic mobility? How can/should the City of Hyattsville redesign existing programs to better support equity goals?
- 3) How should the city measure its progress towards these goals?

Resources:

Future of Equity in Cities (2017) - National League of Cities

<http://nlc.org/sites/default/files/2017-11/Future%20of%20Equity%20in%20Cities%202017.pdf>

Policy Application of a Racial Equity Lens – Associated Black Charities

<http://www.abc-md.org/resources-1/>

Deliverables: Document – Hyattsville Equity Plan (2019-23)

Frequency of meetings: At the committee's discretion, not more than 6.

Minimum number of meetings per year: 1

The Committee is temporary/permanent: Temporary

Composition of members: 8 members, up to 1 non-resident appointment.

Council Liaison: TBD

City Staff: City Clerk's Office (for coordination assistance with appropriate department)

Committee Member term of office: Members shall serve for the duration of the ad hoc committee.

Grounds for removal for any Committee Member: N/A



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019
Submitted by: Jake Rollow
Submitting Department: Community Services
Item Type: Presentation
Agenda Section:

SUBJECT

Health, Wellness and Recreation Advisory Committee FY20 Budget Requests (15 minutes)

HCC-354-FY19

Recommendation:

Presentation Only

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[HWRAC 2019-2020 Budget Grants-Art-R1.pdf](#)

[HWRAC grant program.pdf](#)

[Commissioning Art on the Subject of Health, Wellness and Recreation.pdf](#)

Summary Background:

HWRAC initially shared these ideas with Council prior to the presentation of the proposed FY20 budget, but sought more time to refine them.

Next Steps:

Consider for inclusion in the FY20 budget, or seek additional information.

Fiscal Impact:

\$11,000

City Administrator Comments:

Approval of this item would require a budget amendment by the City Council to the proposed FY2020 City Budget.

Community Engagement:

The HWRAC is comprised of community members, and their ideas are outreach oriented.

Strategic Goals:

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

Legal Review Required?

N/A



Hyattsville Health, Wellness and Recreation Advisory Committee

2019/2020 PRIORITIES AND BUDGET

2019/2020 Priorities

- ▶ Commissioning Art on the Subject of Health, Wellness and Recreation - \$2,000
- ▶ Health, Wellness and Recreation Grants Program to enhance the community - \$9,000

Commissioning Art on the Subject of Health, Wellness and Recreation

- ▶ By Commissioning Art on the Subject of Health, Wellness and Recreation, the HWRAC would serve as bridge between the worlds of the Arts and Health, Wellness and Recreation
- ▶ HWRAC has developed criteria for commissioning an artist or artists desiring to partner with the committee and capture the sentiment of HWRAC events and programming
- ▶ Potential Ideas – Current and future
 - ▶ Current – Art such as painting, digital, photography, etc.
 - ▶ Future – Artistic outreach – Drama, video, music, photography or other types of art highlighting Health, Wellness or Recreation concerns

Commissioning Art on the Subject of Health, Wellness and Recreation

▶ Goals

- ▶ To communicate a message of healthy living through art of various types or form (painting, digital, photography, etc.) to residents or visitors to Hyattsville or to be displayed at Hyattsville sponsored events.
- ▶ To develop eye-catching artwork that reflects the values of the Hyattsville Community, promotes health, wellness or recreation and encourages people to embrace a healthy lifestyle.
- ▶ To support and develop artists in the Hyattsville community.

Commissioning Art on the Subject of Health, Wellness and Recreation

▶ Program Details

- ▶ Artwork must be original.
- ▶ Artwork will become the property of the city of Hyattsville to be used as they deem appropriate.
- ▶ The designs must be portable and suitable for movement to and display at various Hyattsville community events.
- ▶ Art designs may be abstract or incorporate themes that reflect various aspects of health, wellness or recreation. Some examples could be, but are not limited to:
 - ▶ Promoting Healthy Eating
 - ▶ Promoting Active Living
 - ▶ Promoting development of Healthy Communities
 - ▶ Promoting awareness on matters of mental health matters including depression, suicide, and mental illness
 - ▶ Promoting initiatives targeting eradication, suppression, or treatment of mass health epidemics including Cancer, AIDS/HIV, influenza, prohibited drugs, tobacco use, and hunger

Commissioning Art on the Subject of Health, Wellness and Recreation

▶ **SUBMISSION REQUIREMENTS:**

- ▶ Artist(s) name and contact information
- ▶ Applicants younger than 16 will be considered with an adult co-sponsor
- ▶ Biographical information or resume, including previous experience, if any, portfolio/images of previous artwork, if available
- ▶ Conceptual sketch(es) in color showing the proposed designs Proposals may contain multiple original designs
- ▶ A descriptive narrative of the proposed art describing the link to health, wellness and/or recreation
- ▶ Itemized budget

Commissioning Art on the Subject of Health, Wellness and Recreation

▶ **PROJECT TIMELINES**

- ▶ **January (at the HWRAC committee meeting)** pre-proposal meeting with the HWRAC at the Hyattsville City Building
- ▶ **February 1:** Request for Proposals released
- ▶ **March 1:** Proposals are due to TBD
- ▶ **March:** Proposals reviewed at HWRAC Meeting
- ▶ **April:** Expected Award notice date
- ▶ **June:** Artwork is completed and delivered

Commissioning Art on the Subject of Health, Wellness and Recreation

- ▶ **SELECTION CRITERIA:** Proposals will be reviewed by HWRAC Members. The following criteria will be used in the selection process:
- ▶ Submittal of all requirements as outlined in the RFP
- ▶ Level to which the art conveys the themes of health, wellness and/or recreation.
- ▶ Demonstrated ability to create distinctive artwork.
- ▶ Originality, creativity and uniqueness of proposed artwork
- ▶ Ability to complete the work on time and within budget
- ▶ Preference will be given to local Hyattsville artists

Health, Wellness and Recreation THRIVE Grants Program

- ▶ The HWRAC would like to incentivize and promote healthy living by investing in community driven health programming.
- ▶ Provide grants (\$500 maximum) to individuals or organizations that address one or more areas under the purview of the Advisory Committee.
- ▶ Engage in collaborative meetings and events with community leaders, businesses, schools and other community health partners to discuss local health issues and promote grant programming

Health, Wellness and Recreation Grants Program

Program Details

- ▶ The program is open to individuals, incorporated organizations and businesses working within the city limits of the City of Hyattsville
- ▶ Grants promote health, wellness and recreation activities among the residents of Hyattsville and its visitors.
- ▶ Applicants can be individual, an incorporated organization or business.
 - ▶ Individuals must have an incorporated organization or business to accept the funds on their behalf.
 - ▶ Individual applicants must be at least 16 years old. Applicants younger than 16 will be considered with an adult co-sponsor.

Health, Wellness and Recreation Grants Program

Submission Requirements

- ▶ Name and Contact Information
- ▶ Title and description of project
- ▶ Project goals and objectives
- ▶ Project Activities
- ▶ Expected Outcomes
- ▶ Topic areas addressed
- ▶ Population affected
- ▶ Amount of funding requested

Health, Wellness and Recreation Grants Program

Program Timeline

- ▶ Applications Due: November 8, 2019
- ▶ Applications Reviewed: November 2019 HWRAC Meeting
- ▶ Recommendations to City Council: December 2019
- ▶ Grant Awards: January 2020 – Following Council Approval
- ▶ Funds must be expended by May 31
- ▶ A brief funding report is due June 12, 2020

Health, Wellness and Recreation Grants Program

Selection Criteria

- ▶ Applicant meets the submission requirements
- ▶ Rubric established – evaluates
 - ▶ Who the grant impacts
 - ▶ Does it affect diverse sectors of the community?
 - ▶ Does it address identified needs?
 - ▶ Is the project feasible?

Health, Wellness and Recreation Grants Program

- ▶ Proposed budget – FY2020 \$9,000
 - ▶ Supports up to 18 grants of \$500

City of Hyattsville

Health Wellness and Recreation Thrive Grants Program

Program Description

Part of the Health Wellness and Recreation Advisory Committee's mission is to coordinate community engagement initiatives to encourage healthy lifestyles. It is important that these initiatives are not just created for the City of Hyattsville community but that they are initiated and developed from the Hyattsville community as well. The Thrive Grants program is intended to foster overall community participation in the promotion of health, wellness, and recreation activities in the City of Hyattsville. This program will fund initiatives created by individuals, organizations, and businesses, that live, work, play, and thrive in the city. Examples include, but are not limited to, projects or initiatives promoting and engaging residents in healthy eating, promoting and engaging residents in active living, promoting and engaging residents in designing healthy communities, or developing public awareness campaigns.

Applicants will be able to apply for up to \$500 per project.

Eligibility

The program is open to individuals, incorporated organizations and businesses working within the city limits of the City of Hyattsville to promote health, wellness and recreation activities among the residents of Hyattsville and its visitors. If the applicant is an individual, an incorporated organization or business must accept the funds on their behalf and will be responsible for reporting the final use of the funds to the Hyattsville Health, Wellness and Recreation Committee and the City of Hyattsville. Individual applicants must be at least 16 years old. Applicants younger than 16 will be considered with an adult co-sponsor.

Application requirements

Applicants must complete all parts of the application by the application deadline. Organizations and businesses applying for funding must include the signature of an authorized official. Authorized officials include the president, CEO, CFO, or board chairperson. Applicants applying as an individual must provide the signature of an authorized official for their sponsoring organization.

Application Cycle and Key Dates

Complete applications must be submitted by 5 PM ET on November 8, 2019.

Funded project recipients should submit a brief funding report due June 12, 2020.

Submission should be made via email to TBD or by mail to

City of Hyattsville
Health Wellness and Recreation Thrive Grant Program
3rd Floor
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.

QUESTIONS: Questions about the Grants Program should be submitted in writing **TBD**

Selection Process and Selection Criteria

Applications will be reviewed by the City of Hyattsville's Health, Wellness and Recreation Advisory Committee and then submitted to the Mayor and City Council for approval of awards. Funds will be disbursed upon funding award approval and must be spent prior to May 31, 2020.

Priority considerations are given to applications that meet one or more of the following:

- impact large groups of city residents,
- facilitate partnerships amongst diverse sectors
- integrate the arts,
- target low-income residents,
- target areas identified by community survey responses and community assessments.

Health Wellness and Recreation Thrive Grants Program Application

Contents

Section 1 - Contact Information

Section 2 - Description of Grant Request

Section 3 - Project Details

Section 4 - Financial Information

Section 1 – Contact Information

1. Applicant Information

Applicant Name:

Applicant Position:

Applicant Organization (If applying as an individual, please enter “Individual” and complete section 1.2):

Applicant Email Address:

Applicant Phone Numbers:

Adult co-sponsor for minors:

2. Supporting Organization Information

If applying as an individual, enter the name of organization that will accept the funding on your behalf otherwise please skip section 1.2.

Supporting Organization:

Authorized Official Name:

Applicant Position:

Applicant Organization (If applying as an individual, please enter “Individual”):

Applicant Email Address:

Applicant Phone Numbers:

Section 2 – Description of Grant Request

Title of Project:

Project Description

Please describe the project for which you are seeking funding (one page limit).

Project Goals and Objectives

Briefly describe what the project would accomplish with Thrive Grant Funding (one page limit)

Expected activities

Briefly list the major activities that would be undertaken to support the goals and objectives (one page limit)

Expected outcomes

List expected tangible results (one page limit)

Project Start Date:

Project End Date:

Section 3 – Project Details

What topic areas does the project address?

- ☐ Nutrition
- ☐ Physical Activity
- ☐ Obesity
- ☐ Diabetes
- ☐ Cardiovascular Health
- ☐ Mental Health - Stress Management, Isolation
- ☐ Substance Abuse
- ☐ Environmental Health Issues
- ☐ Health effects of Climate Change
- ☐ Other (Please Specify):_____

What population you are focusing on? Select all that apply.

- ☐ Not applicable
- ☐ Adolescents
- ☐ African-American / Black
- ☐ Asian
- ☐ At-Risk/Vulnerable Populations
- ☐ Children & Families
- ☐ Disabled People
- ☐ Elderly
- ☐ Foster Youth & Families
- ☐ Hispanic/Latino

- ☐ Homeless Populations
- ☐ Immigrants and Refugees
- ☐ Incarcerated or Formerly Incarcerated Populations
- ☐ LGBTQ Communities
- ☐ Low-Income Communities
- ☐ Men's Health
- ☐ Migrant Workers
- ☐ Military/Veterans
- ☐ Native Alaska
- ☐ Pacific Islanders
- ☐ Parents and Families
- ☐ People Living With HIV/AIDS
- ☐ People With Addictions
- ☐ People With Disabilities
- ☐ Poor/Economically Disadvantaged
- ☐ Single Parents
- ☐ Tobacco Users
- ☐ Tribal Communities
- ☐ Victims of Crime
- ☐ Women's Health
- ☐ Youth
- ☐ Other (please specify)

What wards are affected. Select all that apply.

- ☐ Ward 1
- ☐ Ward 2
- ☐ Ward 3
- ☐ Ward 4
- ☐ Ward 5
- ☐ All Wards
- ☐ Other (please specify)

Section 4 - Financial Information

Amount Requested:

Detailed Budget Outline:

Check Should be Payable To:

DEADLINE: Complete applications are due by 5 PM ET on November 8, 2019

Health Wellness and Recreation Thrive Grants Program

Funding Report Period: 1/1/2020 - 5/31/2020

Project Name:

Awardee Name:

Awardee Sponsoring Organization Name (if applicable)

Date:

The project received \$ _____ in grant funds.

The project spent \$ _____ in grant funds.

The project will return \$ _____ in unspent grant funds to the City of Hyattsville.

Please provide the following:

1. An account of monies spent, including receipts
2. A description of target population reached (e.g., number and age)
3. An assessment of the project and its effects.
4. Supplemental documents like photos and community appreciations notes are optional.

Any unspent money must be returned to the City of Hyattsville by June 30, 2020.

Statement:

I verify that funds were used to support the promotion of health, wellness and recreation activities in the City of Hyattsville in the manor described in this funding report.

Print Name	Authorized Official Signature	Date	Authorized Official
------------	-------------------------------	------	---------------------

Submit completed report by June 12, 2020 to TBD.

Health Wellness and Recreation Thrive Grants Program Selection Rubric

Has the applicant completed all the required information?

Yes No

Explain if No.

Does the project impact large groups of city residents?

No 1 2 3 4 5 6 7 8 9 10 Yes

Does the project facilitate partnerships amongst diverse sectors?

No 1 2 3 4 5 6 7 8 9 10 Yes

Does the project integrate the arts?

No 1 2 3 4 5 6 7 8 9 10 Yes

Does the project target low-income residents?

No 1 2 3 4 5 6 7 8 9 10 Yes

Does the project target areas identified by community survey responses and community assessments?

No 1 2 3 4 5 6 7 8 9 10 Yes

Is the project feasible?

No 1 2 3 4 5 6 7 8 9 10 Yes

Explain Response.

Is the project compelling?

No 1 2 3 4 5 6 7 8 9 10 Yes

Explain.

Commissioning Art on the Subject of Health, Wellness and Recreation

Submission Deadline: Day, Month Date Year

Submit to: TBD, Contact Email - TBD

Introduction: The Hyattsville Health Wellness and Recreation Advisory Committee (HWRAC), promotes a healthy and vibrant community, develops public awareness campaigns and coordinates community engagement initiatives to encourage healthy lifestyles for the residents of the community. As part of the effort the HWRAC is looking to commission local artists to create work that reflects the themes of health, wellness and/or recreation that can be displayed at various times and events throughout the community.

Goals of the Project:

- To communicate a message of healthy living through art of various types or form (painting, digital, photography, etc.) to residents or visitors to Hyattsville or to be displayed at Hyattsville sponsored events.
- To develop eye-catching artwork that reflects the values of the Hyattsville Community, promotes health, wellness or recreation and encourages people to embrace a healthy lifestyle.
- To support and develop artists in the Hyattsville community.

PROJECT DETAILS

DESIGN INFORMATION:

- Artwork must be original.
- Artwork will become the property of the city of Hyattsville to be used as they deem appropriate.
- The designs must be portable and suitable for movement to and display at various Hyattsville community events.
- Art designs may be abstract or incorporate themes that reflect various aspects of health, wellness or recreation. Some examples could be, but are not limited to:
 - Promoting Healthy Eating
 - Promoting Active Living
 - Promoting development of Healthy Communities
 - Promoting awareness on matters of mental health matters including depression, suicide, and mental illness
 - Promoting initiatives targeting eradication, suppression, or treatment of mass health epidemics including Cancer, AIDS/HIV, influenza, prohibited drugs, tobacco use, and hunger

SUBMISSION REQUIREMENTS:

- Artist(s) name and contact information
- Applicants younger than 16 will be considered with an adult co-sponsor.
- Biographical information or resume, including previous experience, if any, portfolio/images of previous artwork, if available.
- Conceptual sketch(es) in color showing the proposed designs. Proposals may contain multiple original designs.
- A descriptive narrative of the proposed art describing the link to health, wellness and/or recreation
- Itemized budget including supplies, materials, equipment and time.

AVAILABLE FUNDING: Artists have up to \$2,000 to complete this project. Compensation for the completion of the work will be made in accordance with a contract between the artist(s) and the City. Multiple awards can be made based upon cost and availability of funding.

PRE-PROPOSAL MEETING: A recommended meeting with the HWRAC will be held at the Hyattsville City Building in **January (at the HWRAC committee meeting)** for artists interested in hearing more about the project.

Annual PROJECT TIMELINE

- **January (at the HWRAC committee meeting)** pre-proposal meeting with the HWRAC at the Hyattsville City Building
- **February 1:** Request for Proposals released
- **March 1:** Proposals are due to TBD
- **March:** Proposals reviewed at HWRAC Meeting
- **April:** Expected Award notice date
- **June:** Artwork is completed and delivered

SELECTION CRITERIA: Proposals will be reviewed by HWRAC. The following criteria will be used in the selection process:

- Submittal of all requirements as outlined in the RFP
- Level to which the art conveys the themes of health, wellness and/or recreation.
- Demonstrated ability to create distinctive artwork.
- Originality, creativity and uniqueness of proposed artwork
- Ability to complete the work on time and within budget
- Preference will be given to local Hyattsville artists



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019

Submitted by: Jim Chandler

Submitting Department:

Item Type: Report

Agenda Section:

SUBJECT

ATHA Maryland Milestones Annual Update (10 minutes)

HCC-362-FY19

Recommendation:

Presentation Only

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Memo - ATHA Maryland Milestones - 4.15.2019.docx](#)

[ATHA Visitors Guide 2019.pdf](#)

[IMG_1991.jpeg](#)

[IMG_2393.jpeg](#)

[IMG_3003.jpg](#)

[IMG_3008.jpg](#)

[IMG_3011.jpg](#)

[P2040339.jpg](#)

[P2040352.jpg](#)

Summary Background:

On Monday, April 15, 2019, Aaron Marcavitch, Executive Director of ATHA Maryland Milestones will provide the City Council with his annual ATHA communities update, summarizing the organization's FY2019 accomplishments and an overview of its scheduled FY2020 efforts.

Next Steps:

No additional action is required.

Fiscal Impact:

N/A

City Administrator Comments:

Approval with no additional comments.

Community Engagement:

Maryland Milestones, a brand established in 2012 by Anacostia Trails Heritage Area Inc., highlights the first and unique moments which have occurred (or are occurring) in the (Maryland Certified) Anacostia Trails Heritage Area. This program brings information about these “milestones” to the public and makes connections between the history, culture, and nature of the region.

The Maryland Milestones brand emphasizes the importance travel, trade, and communication have played in the region – through turnpikes, highways, parkways, aviation, streetcars, telegraphs, and train travel. This program involves updating signage, creating information kiosks, building a heritage center, and development of interpretive heritage routes.

Strategic Goals:

Goal 5 – Strengthen the City’s Identity as a Diverse, Creative, and Welcoming Community

Legal Review Required?

N/A



Memo

To: Mayor and Council
CC: Tracey Douglas, City Administrator
From: Jim Chandler, Assistant City Administrator, Director, Com. & Econ. Development
Date: April 10, 2019
Re: Annual ATHA Maryland Milestones Update

On Monday, April 15, 2019, Aaron Marcavitch, Executive Director of ATHA Maryland Milestones will provide the City Council with his annual ATHA communities update, summarizing the organization's FY2019 accomplishments and an overview of its scheduled FY2020 efforts.

Included in this packet is the ATHA Visitors Guide and listing of family focused activities within ATHA.

Additional information for ATHA Maryland Milestones is available on its website: www.anacostiatrails.org/



MARYLAND MILESTONES

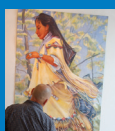
ANACOSTIA TRAILS HERITAGE AREA

Discover your Milestone...

Northern Prince George's County is the home of extraordinary history laced with unique cultural experiences. Each of the Maryland Milestones / Anacostia Trails Heritage Area's partner sites — including historic sites, museums, trails, rivers, arts centers and cultural venues — tells a different story for you to explore.

After exploring, take a break at one of our inviting restaurants, shop eclectic boutiques, or stay at one of our region's many quality hotels. We can't wait for you to Discover your Milestone today!

MarylandMilestones.org



Festivals & Fun!

Discover your Milestone by attending a festival or program throughout the year at partner sites - such as reenactments, music, arts, and bike tours! Check out our website for more up-to-date information and sign up for our weekly email.

Rivers to Rockets Weekends

May & September, hours and locations vary
Sample some of the great regional fun!
www.marylandmilestones.org

Riverdale Park Arts Fest

First Sunday in May, 11a-5p
www.rpartscouncil.org

Gateway Arts District Open Studios

Mid-May, locations vary
www.gatewayopenstudios.org

Laurel Main Street Festival

Mid-May, 9a-4p
www.cityoflaurel.org

BowieFest

First Saturday in June, 10a-6p
www.cityofbowie.org

Battle of Bladensburg Re-Enactment

Mid-August, 11a-4p
www.pgparke.com

Greenbelt Labor Day Festival and Parade

Labor Day Weekend, hours vary
www.greenbeltlaborday.com

Downtown Hyattsville Arts & Ales Festival

Mid-September, 11a-5p
www.hyattsvilleartsfestival.com

Paxtuent Wildlife Festival

Mid-October, 10a-3p
www.fws.gov/refuge/Patuxent/

Holidays in the Heritage Area

Month of December, hours/locations vary
Sample some of the great holiday fun!
www.holidaysintheheritagearea.org



Arts, History, Nature!

Our partners have a variety of art, history, culture, and natural wonders for exploring. Here's are a few museums and sites - you can find more information on our website!



Joe's Movement Emporium

Mount Rainier

Prince George's African American Museum and Cultural Center

Brentwood

Pyramid Atlantic Arts Center

Hyattsville

Bladenburg Waterfront Park

Bladensburg

Riversdale House Museum

Riverdale Park

Clarice Smith Performing Arts Center

College Park

Goddard Space Flight Visitors Center

Greenbelt

Historic Greenbelt

Greenbelt

Greenbelt Park (NPS)

Greenbelt

National Wildlife Visitors Center

Beltsville/Laurel/Bowie

Montpelier House Museum

Laurel

Laurel Historical Society

Laurel

Marietta House Museum

Glenn Dale

Bowie Historic Sites

Bowie

Bowie Center for Performing Arts

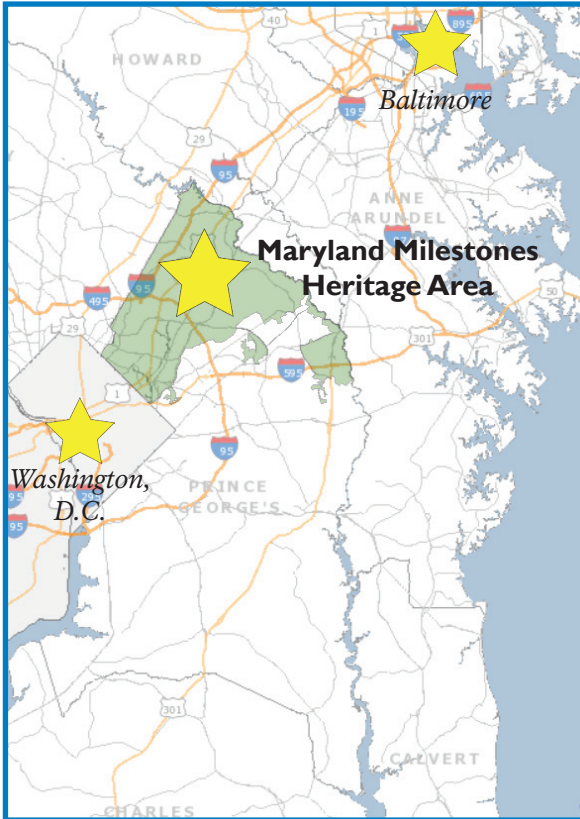
Bowie

Anacostia Tributary Trail System & Anacostia River Trail





EXPLORE OUR MARYLAND HERITAGE AREA!



MARYLAND MILESTONES HERITAGE CENTER

4318 Gallatin Street, Hyattsville, MD 20781

*One block from the Rhode Island Avenue Trolley Trail
and located in the Pyramid Atlantic Arts Center*

Call 301-887-0777 or visit our website for information and hours.

www.marylandmilestones.org

















Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019
Submitted by: Lesley Riddle
Submitting Department: Public Works
Item Type: Purchase
Agenda Section:

SUBJECT

Purchase of Carraro Enclosed Tractor

HCC-331-FY19

Recommendation:

I move that the Mayor and Council authorize the expenditure of FY19 Capital Improvement Funds in an amount not to exceed \$60,000 for the purpose of purchasing an enclosed Carraro Tractor SP4400 from Autrusa, 1140 Crusher Road, Perkiomenville, Pennsylvania, 18074, this is a sole source purchase.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Autrusa Tractor - Sole Source Purchase.docx](#)

Summary Background:

During emergency snow operations DPW staff is responsible for snow removal on City streets, sidewalks, and paths within and adjacent to City property. Additionally, we will be responsible for snow removal on the Trolley Trail, and with new park hours we will be responsible for snow removal on paths and asphalt trails within our park systems.

Typically, the sidewalk and path snow removal are accomplished by hand and in often extremely harsh conditions. Simply considering the stress on our DPW staff was impetus enough to look for a custom piece of equipment that could fit on a sidewalk or bike path for effective snow removal. Also, attempting to hand remove snow on several miles of park paths would be costly, if not impossible.

There are very few manufactures of this type of specialized equipment and we specifically wanted a machine that would be functional not just in winter, but all year. Staff requested demonstrations of multiple different vendors equipment, however none was versatile enough to serve our needs.

This year while attending the MANTS show in Baltimore, DPW staff met with Autrusa, a vendor that manufactures a tractor that will plow snow in the winter and mow grass in the spring and summer. The wheel base of the Carraro Tractor is small enough that it can fit on a five-foot sidewalk or on an asphalt pathway and plow snow. The cab is fully enclosed and has heat and air conditioning. The SP4400 tractor is articulated hydrostatic, compact, super-handling, and designed for the maintenance of pedestrian areas and city centers. The SP4400 can be fitted with front, top, and rear fitting equipment. It can be fitted with a snow blade, street broom, cutter, grinder, grass mower, fork lift, embankment mower, excavator, or front tiller. The versatility of this machine will be an excellent addition to our DPW fleet.

Autrusa is the sole importer and distributor of the Carraro Tractor for the east coast, therefore this is a sole source purchase.

Next Steps:

Pending City Council approval staff will facilitate the purchase of the Carraro SP4400 tractor.

Fiscal Impact:

CIP Vehicle Budget \$60,000

City Administrator Comments:

Recommend Approval

Community Engagement:

None

Strategic Goals:

Goal 4 – Foster Excellence in all City Operations

Legal Review Required?

Pending



1140 Crusher Road
Perkiomenville Pa 18074

Ph. (610) 754-1110

sales@autrusa.com

April 8, 2019

City of Hyattsville
310 Gallatin Street
Hyattsville, MD 20781

To Whom It May Concern:

This letter is to inform you that our company is the sole source supplier for Antonio Carraro tractors for the eastern half of the US. As such we are pleased to provide the City of Hyattsville with the attached quotation for our model SP-4400 municipal tractor. Our company has been in operation for over 25 years and has been continuously selling, supporting, and servicing the Carraro line since 2000. Antonio Carraro S.p.A. itself has been in existence since 1910, and is solidly recognized around the world as one of the top manufacturers of quality, specialized tractors for the municipal sector. If you have any other questions or concerns, please do not hesitate to contact me at the phone number or email listed above.

Sincerely,

George E. Leidig

George E. Leidig
President – Autrusa, Inc.



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019

Submitted by: Jake Rollow

Submitting Department: Community Services

Item Type: Legislative

Agenda Section:

SUBJECT

2019 Anniversary Carnival Contract: Snyder Amusements

HCC-350-FY19

Recommendation:

I move that the Mayor and Council authorize the City Administrator to enter into a contract with Snyder Amusements to provide carnival services for the 2019 City Anniversary Carnival, upon the review and approval of the City Attorney for legal sufficiency.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

The City's 133rd Anniversary will be celebrated this spring, and staff seeks authorization to contract with Snyder Amusements for carnival services, including rides, games, and food vendors. This is the same company the City worked with last year, and they provided a high quality carnival. The company has offered the same contract terms as the City has received in past years.

The City does not pay for carnival services. Rather the carnival company compensates the City for the opportunity. For accounting purposes, we will record all of the revenue generated at the Carnival, as well as the percentage retained by the City.

The City earns the following:

- * 20% of ride gross for ticket sales
- * 10% of sales from food stands
- * \$25 per game booth

Next Steps:

Authorization to enter into agreement with Snyder Amusements.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

The City Carnival will be held April 25-28.

Strategic Goals:

SG5 - Strengthen the City's Identity as a Diverse, Creative and Welcoming Community.

Legal Review Required?

Pending



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019
Submitted by: Frank DonBullian
Submitting Department: Police Department
Item Type: Purchase
Agenda Section:

SUBJECT

Purchase of Motorola Radios

HCC-344-FY19

Recommendation:

I move that the Mayor and Council authorize the purchase of mobile radios from Motorola Solutions Inc., 809 Pinnacle Drive, Linthicum Heights, Maryland 21090, for use by police officers and for police vehicles at a cost not to exceed \$35,000.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[radios.pdf](#)

Summary Background:

The City of Hyattsville Police and all other agencies in Prince George's County currently use the Motorola mobile and portable radios for inter-operable public safety communications. Motorola Solutions is a Sole Source provider for these radios and the only vendor that holds the Prince George's County Contract # ARO No. C-0891-06 (90 page document available upon request). The portable radio has a proprietary TDMA (Time Division Multiple Access Modulation Format) and no other radio manufacture works with this proprietary system. The radios are installed in all police vehicles. Recommendation: Recommend the Mayor and Council authorize funds from the FY 19 approved CIP, not to exceed \$35,000 from line item: 70-202-001-5662 / Capital Outlay, to purchase additional mobile radios.

Next Steps:

Purchase according to the City's procurement policy and approval of the City Treasurer.

Fiscal Impact:

Not to exceed \$35,000.00

City Administrator Comments:

See summary above.

Community Engagement:

N/A

Strategic Goals:

Goal 3 – Promote a Safe and Vibrant Community

Legal Review Required?

N/A



Mar. 26, 2019

Price Quote

821 Prepared By: Diane Hall
410-458-0389
240-581-5707 (fax)

Hyattsville PD
Chris Purvis

Bill To Ship to
Address: Address:

Equipment Details and Pricing

QTY	Model	Description	Unit Price	Extended Price
4	M25URS9PW1AN	APX6500 Mobile		
4	G78	7/800 MHZ MID POWER MOBILE	\$3,988.26	\$15,953.04
4	G806	ENH: 2 YR REPAIR SERVICE ADVANTAGE		
4	W22	ENH: IMBE ASTRO DIGITAL CAI OPERATION		
4	G442	ADD: PALM MICROPHONE		
4	G66	ADD: O5 CONTROL HEAD		
4	G444	ADD: DASH MOUNT		
4	G335	ADD: APX CONTROL HEAD SW		
4	WA32	ALT: ANT 1/4 WAVE		
4	GA00235AA	ENH: SPKR INCREASED AUDIO POWER		
4	G51	NO GPS ANTENNA NEEDED		
4	QA01648	ENH: SMARTZONE OPERATION		
4	G361	ENH: ADVANCED SYSTEM KEY		
4	GA00580	ADD: P25 TRUNKING SOFTWARE		
4	G996	ADD: TDMA OPERATION		
4	GA01771	ENH: OVER THE AIR PROVISIONING		
4		ENH: ENHANCEMENT LEVEL 2		
TOTAL				\$15,953.04

QUOTE TERMS AND CONDITIONS:

Pricing, terms and conditions are based upon Prince George's County, Maryland (ARO No. C-0891-06)

Please reference the contract # on your purchase order.

Please Make Purchase Order out to:

Motorola Solutions Inc.
809 Pinnacle Drive
Linthicum Heights, MD 21090



Mar. 26, 2019

Price Quote
621 Prepared By: Diane Hall
410-458-0389
240-581-5707 (fax)

Hyattsville PD Chris Purvis	Bill To Address:	Ship to Address:
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Equipment Details and Pricing

QTY	Model	Description	Unit Price	Extended Price
4	M25URS9PW1AN	<i>APX6500 Mobile</i> 7/800 MHZ MID POWER MOBILE		
4	G78	ENH: 2 YR REPAIR SERVICE ADVANTAGE	\$4,120.49	\$16,481.96
4	G806	ENH: IMBE ASTRO DIGITAL CAI OPERATION		
4	W22	ADD: PALM MICROPHONE		
4	G442	ADD: OS CONTROL HEAD		
4	G67	ADD: REMOTE MOUNT		
4	G444	ADD: APX CONTROL HEAD SW		
4	G335	ALT: ANT 1/4 WAVE		
4	W432	ENH: SPKR INCREASED AUDIO POWER		
4	GA00235AA	NO GPS ANTENNA NEEDED		
4	G51	ENH: SMARTZONE OPERATION		
4	QA01648	ENH: ADVANCED SYSTEM KEY		
4	G361	ADD: P25 TRUNKING SOFTWARE		
4	GA00580	ADD: TDMA OPERATION		
4	G996	ENH: OVER THE AIR PROVISIONING		
4	GA01771	ENH: ENHANCEMENT LEVEL 2		
TOTAL				\$16,481.96

QUOTE TERMS AND CONDITIONS:
Pricing, terms and conditions are based upon Prince George's County, Maryland (ARO No. C-0891-06)
Please reference the contract # on your purchase order.

Please Make Purchase Order out to:
Motorola Solutions Inc.
809 Pinnacle Drive
Linthicum Heights, MD 21090



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019

Submitted by: Jake Rollow

Submitting Department: Community Services

Item Type: Purchase

Agenda Section:

SUBJECT

Purchase of Recreation Van

HCC-351-FY19

Recommendation:

I move that the Mayor and Council authorize the purchase of a recreation van from Criswell Automotive, 503 Quince Orchard Road, Gaithersburg, Maryland 20878, at a cost not to exceed \$35,000.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[CHEVROLET Term Renewal 2018-06-03 thru 2019-06-02.pdf](#)

[Chevrolet MC-OTL 2016.pdf](#)

Summary Background:

The City's recreation van is more than 20 years old. While it continues to run, it cannot be counted on as a primary vehicle for teen programming. Therefore, the new van will replace it as the primary vehicle for teen and other youth programming. The price provided by Criswell is via a bulk purchase contract (IFB# 1060169) the dealer has in place with Montgomery County.

Next Steps:

Execute the purchase.

Fiscal Impact:

\$35,000

City Administrator Comments:

Recommend Approval

Community Engagement:

NA

Strategic Goals:

Goal 3 – Promote a Safe and Vibrant Community

Legal Review Required?

N/A



OFFICE OF PROCUREMENT

Isiah Leggett
County Executive

Cherri Branson
Director

May 21, 2018

Scott Silverman
Criswell Chevrolet Inc
503 Quince Orchard Rd
Gaithersburg, MD 20878

Re: Contract Renewal
Modification #2
Contract No.:1065341

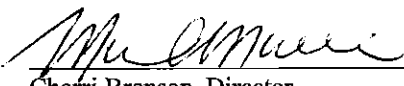
According to the provision entitled "Contract Term" of the above cited contract, this letter constitutes notice of renewal of the contract to cover the 12-month performance period beginning the day immediately following the current expiration date of 6/2/18.

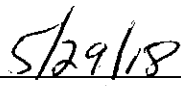
You are obliged to keep on file with this office a current original Certificate of Insurance. The existing Certificate shows an expiration date of 7/1/18. The Certificate must:

1. List Montgomery County, Maryland as an additional insured under liability policies.
2. Provide notice to the Certificate Holder of cancellation or change in any materials in accordance with policy provisions.
3. Show Montgomery County, Maryland as the Certificate Holder.

For additional information please contact the Office of Procurement at (240) 777-9900.

FOR MONTGOMERY COUNTY, MARYLAND


Cherri Branson, Director
Office of Procurement


Date

cc: Criswell Chevrolet Inc
Kathleen Hynes
Suzanne Kapust

PMMD 41b Rev. 6/15

Office of Procurement

IFB #1060169	MONTGOMERY COUNTY, MARYLAND Off-the-Lot New Vehicles and Equipment All GVWRs Through Class 7 26,000 lb. GVWR SOLICITATION, BID AND AWARD SHEET	RETURN BID TO: OFFICE OF PROCUREMENT 255 ROCKVILLE PIKE, STE. 180 ROCKVILLE, MD 20850-4166
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PART I: SOLICITATION (Invitation for Bids ("IFB"))

SEALED BIDS IN ORIGINAL AND ONE (1) COPY TO FURNISH THE SUPPLIES AND/OR SERVICES DESCRIBED ON THE ATTACHED QUOTATION SHEET(S) WILL BE RECEIVED UP TO 11:00am LOCAL TIME ON 3/22/2016. BIDS WILL BE PUBLICLY OPENED AT THE DATE AND TIME STATED.

BIDS RECEIVED AFTER THE DATE AND TIME SPECIFIED WILL NOT BE CONSIDERED AND WILL BE RETURNED UNOPENED TO THE BIDDER. THE FOLLOWING DOCUMENTS ARE HEREBY INCORPORATED BY REFERENCE INTO AND MADE PART OF ANY CONTRACT AWARDED. In the event of any conflict among the provisions of the bid documents, or those documents comprising the resultant Contract, the conflict must be resolved by giving precedence to the below documents in the following order:

1. The "General Conditions of Contract between County and Contractor", and the "Special Terms and Conditions" shown in Sections B and C of this document.
2. The "Instructions, Conditions and Notices" shown in Section A of this IFB.
3. The specifications/scope of work shown in Section D of this document.
4. All solicitation amendments that change Section D will supersede in the event of a conflict.
5. All representations and certifications listed in this document.
6. This "Solicitation, Bid and Award Sheet" and the attached solicitation Quotation Sheet(s).

PART II-BID

The Bidder, by signing this solicitation, agrees that the County has 120 calendar days from the bid opening date in which to make an award of this solicitation. The Bidder agrees that its prices and/or discounts for all desired goods and/or services shall remain firm for the above time period prior to contract award. Also, the Bidder agrees that all instructions, terms, conditions, specifications, and amendments of this solicitation shall remain firm for the above time period prior to contract award. The County's Standard Payment Terms are Net Thirty (30) Days. This does not preclude an offeror from offering a prompt payment discount for payment of proper invoices in less than (30) days. An optional prompt payment term is not required, but may be offered conditioned on the following basis: Only a prompt payment discount, conditioned on a thirty-day or greater payment basis, will be utilized to recalculate prices for purposes of the Method of Award process for price/cost only. Prompt payment discounts may be offered on a shorter payment basis and adopted by the County at time of award, but will not be considered during the Method of Award process.

NAME AND SIGNATURE REQUIREMENTS FOR BIDS AND CONTRACTS: The correct and full legal business name of the bidder must be used in bids received and on all contracts issued as a result of this solicitation. A trade name (i.e., a shortened or different name under which the firm does business) must not be used when the full legal name is different. Corporations must have names that comply with State Law, which requires a suffix indicating the corporate status of the business (e.g. Inc., Incorporated, etc.). Trade names may be indicated by individuals or corporations with the individual or corporate name followed by "t/a" (trading as) or "d/b/a" (doing business as) respectively. The offeror's signature on the proposal, contract, amendment(s), or related correspondence, must conform to the following:

All signatures must be made by an authorized officer, partner, manager, member, or employee. The signing of an offer or a contract is a representation by the person signing that the person signing is authorized to do so on behalf of the offeror or contractor.

BIDDER'S CORRECT AND FULL LEGAL BUSINESS NAME: <u>CRISWELL CHEVROLET INC</u>	TELEPHONE NO.: <u>301-948-5460</u>
ADDRESS: <u>503 QUINCE ORCHARD RD GAITHERSBURG MD</u>	TOLL FREE NO.: <u>N/A</u>
REMITTANCE ADDRESS: (If Remittance Address is Different from Above Address)	FAX NO.: <u>301-948-1381</u>
BIDDER'S E-MAIL ADDRESS: <u>FLEET-MAN@MSN.COM</u>	

ACKNOWLEDGEMENT OF AMENDMENTS	
The bidder acknowledges receipt of amendments to the solicitation for offers and related documents numbered and dated as follows:	
Amendment No./Date	Amendment No./Date

<u>Scott Silverman</u> <u>FLEET SALES MANAGER</u> NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (TYPE OR PRINT):	
<u>[Signature]</u> SIGNATURE OF ABOVE PERSON:	<u>3/11/16</u> DATE:

PART III: AWARD (TO BE MADE BY THE COUNTY'S CONTRACTING OFFICER (OFFICE USE ONLY))

YOUR BID IS ACCEPTED AS TO THE FOLLOWING AND/OR AS ATTACHED TO THIS DOCUMENT:

YOUR CONTRACT NUMBER IS:

<u>Primary Lines: 2, 12, 22, 31</u>	<u>1065341</u>
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MONTGOMERY COUNTY, MARYLAND

BY <u>Peter Schuler</u>	<u>[Signature]</u>	<u>6/15/16</u>
PRINTED NAME OF CONTRACTING OFFICER	SIGNATURE OF CONTRACTING OFFICER	AWARD DATE

THIS FORM HAS BEEN APPROVED AS TO FORM AND LEGALITY BY THE OFFICE OF THE COUNTY ATTORNEY

LINE #	VEHICLE TYPE BY OEM	BID
<u>SEDAN & CUV</u>		
1	BUICK	
2	CHEVROLET	<u>-519</u>
3	CHRYSLER	
4	DODGE	
5	FIAT	
6	FORD	
7	HONDA	
8	HYUNDAI	
9	KIA	
10	NISSAN	
11	TOYOTA	
<u>SUV</u>		
12	CHEVROLET	<u>-519</u>
13	DODGE	
14	FORD	
15	GMC	
16	HONDA	
17	HYUNDAI	
18	JEEP	
19	KIA	
20	NISSAN	
21	TOYOTA	
<u>VAN</u>		
22	CHEVROLET	<u>-519</u>
23	CHRYSLER	
24	DODGE	
25	FORD	
26	HONDA	
27	KIA	
28	NISSAN	
29	RAM	
30	TOYOTA	
<u>PICKUP TRUCK</u>		
31	CHEVROLET	<u>-519</u>
32	FORD	
33	GMC	
34	NISSAN	
35	RAM	
36	TOYOTA	
<u>CLASS 3 CHASSIS CAB</u>		
37	FORD	
38	RAM	
<u>CLASS 4-7 CHASSIS CAB</u>		
39	FORD	
40	FREIGHTLINER	
41	HINO	
42	INTERNATIONAL	
43	ISUZU	
44	KENWORTH	
45	MACK	
46	UD	
47+	OTHER	<u>-390</u>

QUOTATION SHEET

INSTRUCTIONS:

Enter a dollar amount rounded to the second decimal point, with a "minus -" sign, a "plus +" sign, or no sign (to be considered the same as a plus + sign) that represents the number of dollars of price adjustment that must be made by Contractor as the Bid Adjustment portion of a quote for the life of the Contract.

NOTE:

A Bid is a dollar amount that, when added to or subtracted from a Contractor quote that is priced at "Dealer Invoice", is one of the determining factors in the calculation of the selling price of a vehicle to the County.

A Contractor quote priced at Dealer Invoice is one that lists the vehicle and optional equipment at Original Equipment Manufacturer ("OEM") invoice pricing (vs. Manufacturer Suggested Retail Price, "MSRP"), inclusive of manufacturer-to-dealer transportation costs and advertising adjustments, plus upfitter pricing for installed and/or modified equipment quoted by a subcontractor to the Contractor and included in a Contractor quote (with transportation costs) at an amount not greater than the subcontractor quoted price to the Contractor, minus applicable and available (local, regional, and/or national) government bid concessions, discounts, and incentives, and a dollar adjustment equal to the amount of the awarded Bid.

Vehicles may be factory ordered, sourced from a bailment pool, or in the Contractor's inventory, either inbound or on the lot. For vehicles purchased from a Contractor's on-the-lot inventory, dealer-added items will ONLY be reimbursed at the dealer's cost of materials and labor, and such must be documented as part of the quoting process (examples: window tinting, wheel locks, pin striping, glass etching, etc.).

At most, one Primary Award for an OEM Line with a Bid that represents the most advantageous discount (minus), premium (plus), or no price adjustment (zero), and at most one Secondary Award for the second most advantageous Bid may be made to a responsive and responsible Bidder for each of the Bid Lines 1 through 46 and OTHER as necessary, alpha listed and numbered consecutively beginning with Line 47 by the Office of Procurement during the bid tabulation process. An awardee of a Secondary Award may be required to perform the Contract if the awardee of the Primary Award fails to perform the Contract.

Bidder is cautioned that the dollar amount of a Bid is a business decision of the Bidder and should take into consideration costs of doing business, such as: floor-plan expense; dealership resources required to perform a Contract; business risk, etc. Transportation from the Contractor to the County is FOB Destination.

IFB #1060169	MONTGOMERY COUNTY, MARYLAND Off-the-Lot New Vehicles and Equipment All GVWRs Through Class 7 26,000 lb. GVWR SOLICITATION, BID AND AWARD SHEET	RETURN BID TO: OFFICE OF PROCUREMENT 255 ROCKVILLE PIKE, STE. 180 ROCKVILLE, MD 20850-4166
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PART I: SOLICITATION (Invitation for Bids ("IFB"))

SEALED BIDS IN ORIGINAL AND ONE (1) COPY TO FURNISH THE SUPPLIES AND/OR SERVICES DESCRIBED ON THE ATTACHED QUOTATION SHEET(S) WILL BE RECEIVED UP TO 11:00am LOCAL TIME ON 3/22/2016. BIDS WILL BE PUBLICLY OPENED AT THE DATE AND TIME STATED. BIDS RECEIVED AFTER THE DATE AND TIME SPECIFIED WILL NOT BE CONSIDERED AND WILL BE RETURNED UNOPENED TO THE BIDDER. THE FOLLOWING DOCUMENTS ARE HEREBY INCORPORATED BY REFERENCE INTO AND MADE PART OF ANY CONTRACT AWARDED. In the event of any conflict among the provisions of the bid documents, or those documents comprising the resultant Contract, the conflict must be resolved by giving precedence to the below documents in the following order:

1. The "General Conditions of Contract between County and Contractor", and the "Special Terms and Conditions" shown in Sections B and C of this document.
2. The "Instructions, Conditions and Notices" shown in Section A of this IFB.
3. The specifications/scope of work shown in Section D of this document.
4. All solicitation amendments that change Section D will supersede in the event of a conflict.
5. All representations and certifications listed in this document.
6. This "Solicitation, Bid and Award Sheet" and the attached solicitation Quotation Sheet(s).

PART II-BID

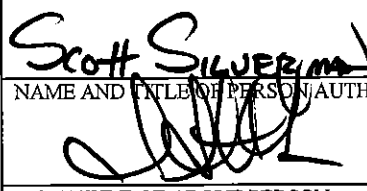
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ADDRESS:	503 QUINCE ORCHARD RD GAITHERSBURG MD	TOLL FREE NO.:	N/A
REMITTANCE ADDRESS: (If Remittance Address is Different from Above Address)		FAX NO.:	301-948-1381
BIDDER'S E-MAIL ADDRESS:	FLEET-MAN@MSN.COM		

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The bidder acknowledges receipt of amendments to the solicitation for offers and related documents numbered and dated as follows:	
Amendment No./Date	Amendment No./Date

 NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (TYPE OR PRINT): SCOTT SILVERMAN FLEET SALES MANAGER	3/11/16 DATE:
SIGNATURE OF ABOVE PERSON:	

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YOUR BID IS ACCEPTED AS TO THE FOLLOWING AND/OR AS ATTACHED TO THIS DOCUMENT:

YOUR CONTRACT NUMBER IS:

Primary Lines: 2, 12, 22, 31	1065341
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MONTGOMERY COUNTY, MARYLAND

BY <u>Peter Schuler</u>		<u>6/15/16</u>
PRINTED NAME OF CONTRACTING OFFICER	SIGNATURE OF CONTRACTING OFFICER	AWARD DATE

THIS FORM HAS BEEN APPROVED AS TO FORM AND LEGALITY BY THE OFFICE OF THE COUNTY ATTORNEY

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44	KENWORTH	
45	MACK	
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NOTE:

A Bid is a dollar amount that, when added to or subtracted from a Contractor quote that is priced at "Dealer Invoice", is one of the determining factors in the calculation of the selling price of a vehicle to the County.

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Vehicles may be factory ordered, sourced from a bailment pool, or in the Contractor's inventory, either inbound or on the lot. For vehicles purchased from a Contractor's on-the-lot inventory, dealer-added items will ONLY be reimbursed at the dealer's cost of materials and labor, and such must be documented as part of the quoting process (examples: window tinting, wheel locks, pin striping, glass etching, etc.).

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Bidder is cautioned that the dollar amount of a Bid is a business decision of the Bidder and should take into consideration costs of doing business, such as: floor-plan expense; dealership resources required to perform a Contract; business risk, etc. Transportation from the Contractor to the County is FOB Destination.

DELIVERY TIME PERIOD

The County requests delivery of vehicles to be made according to the schedule below, where "Calendar Days" is the number of calendar days net of federal holidays with Day 1 being the purchase order date or release date against a blanket purchase order. The Bidder may propose a delivery time period other than the delivery time period requested by the County. Bids that indicate a delivery time period exceeding the "Requested" delivery time period specified will be declared non-responsive and rejected. County will evaluate equally, regarding time period of delivery, bids that propose delivery within the requested delivery period specified below. The County may elect to award under the Bidder's proposed delivery time period only if it offers delivery in less time than the requested delivery time period. If the Bidder does not indicate its own delivery time period, then the Bidder shall accept the requested delivery time period and it will apply to the award.

By accepting a contract award, the Bidder acknowledges that the "Requested" delivery time period, or Bidder's proposed delivery time period only if it offers delivery in the same or less time than the requested delivery time period, becomes the Established Delivery Schedule for the contract term.

A. For complete vehicles in dealer inventory at the time of order (includes dealer exchanges):

<u>LINE #</u>	<u>DELIVERY REQUESTED BY COUNTY</u>	<u>BIDDER'S PROPOSED DELIVERY</u>
<u>1 - 36</u>	<u>8 Calendar Days</u>	<u>Calendar Days</u>

B. For complete vehicles in dealer inventory at the time of order (includes dealer exchanges) with locally installed non-OEM equipment (such as tonneau covers, tool boxes, bed caps, bed slides, running boards, strobe lights, light bars, etc.):

<u>LINE #</u>	<u>DELIVERY REQUESTED BY COUNTY</u>	<u>BIDDER'S PROPOSED DELIVERY</u>
<u>1 - 36</u>	<u>15 Calendar Days</u>	<u>Calendar Days</u>

C. For incomplete vehicles Class 5 and lighter being modified/alterd with non-OEM installed equipment that are available in the subcontractor's bailment pool at the time of order:

<u>LINE #</u>	<u>DELIVERY REQUESTED BY COUNTY</u>	<u>BIDDER'S PROPOSED DELIVERY</u>
<u>37 - 46</u>	<u>120 Calendar Days</u>	<u>Calendar Days</u>

D. For complete vehicles factory ordered:

<u>LINE #</u>	<u>DELIVERY REQUESTED BY COUNTY</u>	<u>BIDDER'S PROPOSED DELIVERY</u>
<u>1 - 36</u>	<u>300 Calendar Days</u>	<u>Calendar Days</u>

E. For complete vehicles factory ordered with locally installed non-OEM equipment (Such as: tonneau covers, tool boxes, bed caps, bed slides, running boards, strobe lights, light bars, etc.):

<u>LINE #</u>	<u>DELIVERY REQUESTED BY COUNTY</u>	<u>BIDDER'S PROPOSED DELIVERY</u>
<u>1 - 36</u>	<u>315 Calendar Days</u>	<u>Calendar Days</u>

F. For complete vehicles factory ordered being modified/alterd with non-OEM installed equipment by Ship-through or Drop-ship, and for Class 3 or lighter incomplete vehicles being completed by intermediate and/or final stage manufacturer by Ship-through or Drop-ship (Such as: cargo van interiors, service bodies, platform bodies, 2-3 yard dump bodies, etc.):

<u>LINE #</u>	<u>DELIVERY REQUESTED BY COUNTY</u>	<u>BIDDER'S PROPOSED DELIVERY</u>
<u>1 - 38</u>	<u>345 Calendar Days</u>	<u>Calendar Days</u>

G. For incomplete vehicles factory ordered Class 4 and heavier being completed by intermediate and/or final stage manufacturer:

<u>LINE #</u>	<u>DELIVERY REQUESTED BY COUNTY</u>	<u>BIDDER'S PROPOSED DELIVERY</u>
<u>39 - 46</u>	<u>400 Calendar Days</u>	<u>Calendar Days</u>

MID-ATLANTIC PURCHASING TEAM RIDER CLAUSE**USE OF CONTRACT(S) BY MEMBERS COMPRISING MID-ATLANTIC PURCHASING TEAM COMMITTEE****A. Extension to Other Jurisdictions**

The [issuing jurisdiction] extends the resultant contracts(s), including pricing, terms and conditions to the members of the Mid-Atlantic Purchasing Team, as well as all other public entities under the jurisdiction of the United States and its territories.

B. Contract Agreement

Any jurisdiction or entity using the resultant contract(s) may enter into its own contract with the successful Contractor(s). There shall be no obligation on the part of any participating jurisdiction to use the resultant contract(s). Contracts entered into with a participating jurisdiction may contain general terms and conditions unique to the jurisdiction including, by way of illustration and not limitation, clauses covering minority participation, non-discrimination, indemnification, naming the jurisdiction as an additional insured under any required Comprehensive General Liability policies; and venue.

C. A negative reply will not adversely affect consideration of your bid.**D. It is the awarded offeror's responsibility to notify the members shown below of the availability of the Contract(s)****E. The issuing jurisdiction shall not be held liable for any costs or damages incurred by another jurisdiction as a result of any award extended to the jurisdiction by the awardee.****F. Inclusion of Governmental and Nonprofit Participants (Optional Clause)**

This shall include but not be limited to private schools, Parochial schools, non-public schools such as charter schools, special districts, intermediate units, non-profit agencies providing services on behalf of government and/or state community and/or private colleges/universities that require these goods, commodities and/or services.

G. Notification and Reporting

The Contractor agrees to notify if requested by the issuing jurisdiction of those entities that wish to use any contract resulting from this solicitation and will also provide usage information, which may be requested. The Contractor will provide the copy of the solicitation and resultant contract documents to any requesting jurisdiction or entity.

MID-ATLANTIC PURCHASING TEAM:

YES	NO	JURISDICTION
☒	☐	Alexandria, Virginia
☒	☐	Alexandria Public Schools
☒	☐	Alexandria Sanitation Authority
☒	☐	Annapolis City
☒	☐	Anne Arundel County
☒	☐	Anne Arundel Schools
☒	☐	Arlington County, Virginia
☒	☐	Arlington County Public Schools
☒	☐	Baltimore City
☒	☐	Baltimore County Schools
☒	☐	Bladensburg, Maryland
☒	☐	Bowie, Maryland
☒	☐	BRCPC
☒	☐	Carroll County
☒	☐	Carroll County Schools
☒	☐	Charles County Government
☒	☐	Charles County Schools
☒	☐	City of Fredericksburg
☒	☐	College Park, Maryland
☒	☐	District of Columbia Government
☒	☐	District of Columbia Schools
☒	☐	District of Columbia Water & Sewer Auth.
☒	☐	Fairfax County, Virginia
☒	☐	Fairfax County Water Authority
☒	☐	Falls Church, Virginia
☒	☐	Fauquier County Schools & Govt., Virginia
☒	☐	Frederick, Maryland
☒	☐	Gaithersburg, Maryland
☒	☐	Greenbelt, Maryland
☒	☐	Harford County
☒	☐	Harford County Schools
☒	☐	Howard County

YES	NO	JURISDICTION
☒	☐	Howard County Schools
☒	☐	Herndon, Virginia
☒	☐	Leesburg, Virginia
☒	☐	Loudoun County, Virginia
☒	☐	Loudoun County Public Schools
☒	☐	Loudoun County Water Authority
☒	☐	Manassas, Virginia
☒	☐	City of Manassas Public Schools
☒	☐	Manassas Park, Virginia
☒	☐	MD-National Capital Park & Planning Comm.
☒	☐	Metropolitan Washington Airports Authority
☒	☐	Metropolitan Washington Council of Governments
☒	☐	Montgomery College
☒	☐	Montgomery County Public Schools
☒	☐	Prince George's County, Maryland
☒	☐	Prince George's Public Schools
☒	☐	Prince William County, Virginia
☒	☐	Prince William County Public Schools
☒	☐	Prince William County Service Authority
☒	☐	Rockville, Maryland
☒	☐	Spotsylvania County Govt. & Schools
☒	☐	Stafford County, Virginia
☒	☐	Takoma Park, Maryland
☒	☐	Upper Occoquan Sewage Authority
☒	☐	University of the District of Columbia
☒	☐	Vienna, Virginia
☒	☐	Washington Metropolitan Area Transit Auth.
☒	☐	Washington Suburban Sanitary Commission
☒	☐	Winchester, Virginia
☒	☐	Winchester Public Schools

CRISWELL

Vendor Name



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019
Submitted by: Brayan Perez
Submitting Department: Community Services
Item Type: Proclamation
Agenda Section:

SUBJECT

Proclamation in Honor of Arbor Day

HCC-352-FY19

Recommendation:

I move that the Mayor and Council proclaim April 26, 2019 as Arbor Day in the City of Hyattsville.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Arbor Day 2019.docx](#)

Summary Background:

Arbor Day is an opportunity to recognize and celebrate the important roles that trees play in keeping the City of Hyattsville beautiful and environmentally sustainable.

Next Steps:

Proclaim that April, 26, 2019, to be Arbor Day in the City of Hyattsville

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

Recognition of Arbor Day has been planned.

Strategic Goals:

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

Legal Review Required?

N/A

CITY OF HYATTSVILLE

PROCLAMATION

DECLARING APRIL 26, 2019, TO BE ARBOR DAY IN THE CITY OF HYATTSVILLE

Arbor Day is an opportunity to recognize and celebrate the important roles that trees play in keeping the City of Hyattsville beautiful and environmentally sustainable.

WHEREAS, Arbor Day is dedicated to the planting of trees in our community, in order to support our environment and strengthen our community's quality of life; and

WHEREAS, the City of Hyattsville has been recognized as a Tree City USA by the Arbor Day Foundation for 28 years; and

WHEREAS, the City takes pride in being environmentally sustainable, in numerous practices and processes, and in encouraging residents to do the same; and

WHEREAS, this year the City will celebrate and encourage the viability of Arbor Day on Sunday, April 28, beginning at 11 a.m. in Centennial Park, 5200 Baltimore Avenue, by giving away native trees and monarch butterfly-friendly perennials to all residents;

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the City of Hyattsville proclaim Friday, April 26, to be Arbor Day, a day dedicated to celebrating the trees that make our City both beautiful and sustainable.

Candace B. Hollingsworth
Mayor, City of Hyattsville

April 15, 2019





Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019
Submitted by: Brayan Perez
Submitting Department: Community Services
Item Type: Proclamation
Agenda Section:

SUBJECT

Proclamation in Honor of Citizenship Celebration Day

HCC-353-FY19

Recommendation:

I move that the Mayor and Council proclaim May 4, 2019, to be Citizenship Celebration Day in the City of Hyattsville.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Citizenship Celebration Day 2019.docx](#)

Summary Background:

This proclamation recognizes and celebrates the newest citizens of the United States of America whom have decided to make the City of Hyattsville their home.

Next Steps:

Proclaim May 4, 2019, as Citizenship Celebration Day in the City of Hyattsville

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

Recognition of Citizenship Celebration Day has been planned.

Strategic Goals:

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

Legal Review Required?

N/A

CITY OF HYATTSVILLE

PROCLAMATION

DECLARING MAY 4, 2019, AS CITIZENSHIP CELEBRATION DAY IN THE CITY OF
HYATTSVILLE

This proclamation recognizes and celebrates the newest citizens of the United States of America whom have decided to make the City of Hyattsville their home.

WHEREAS, in 2014, Hyattsville's Mayor and City Council proclaimed that the first Saturday of each May to be Citizen Celebration Day, honoring those residents of the City who have become recent citizens of the United States of America; and

WHEREAS, the City of Hyattsville values the contributions of both immigrants and new citizens that help foster a spirit of inclusion all while enriching the community; and

WHEREAS, the City acknowledges the commitments of immigrants to the United States of America and its Constitution, and the founding idea of liberty and justice for all; and

WHEREAS, the City of Hyattsville recognizes those becoming citizens of the United States of America who reside in Hyattsville and get to experience the rights and privileges of full United States citizenship as we all strive for a "more perfect union."

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the City of Hyattsville declare May 4, 2019, to be Citizenship Celebration Day in the City of Hyattsville, in recognition of our residents that have recently earned the rights and responsibilities that are incumbent upon all Citizens of the United States of America.

Candace B. Hollingsworth
Mayor, City of Hyattsville

April 15, 2019





Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Grant

Agenda Section:

SUBJECT

Hyattsville Resolution 2019-02: FY20 Community Legacy Application

HCC-357-FY19

Recommendation:

I move that the Mayor and Council adopt Hyattsville Resolution 2019-02, a Resolution of the City of Hyattsville, Maryland in support of the City's application to the State of Maryland Department of Housing & Community Development (DHCD) for grant funding to support the City's Commercial Façade Improvement Program and Recreational Facilities Improvement Project both of which are to be further described in the Community Legacy application (INTRODUCTION AND ADOPTION).

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Hyattsville Resolution - 2019-02.doc](#)

Summary Background:

The Community Legacy Grant funding is administered by the Maryland Department of Housing & Community Development and provides local governments and community development organizations with funding for projects aimed at strengthening communities through activities such as business retention and attraction, encouraging home ownership and commercial revitalization.

Next Steps:

Staff will prepare and submit an application to the State of Maryland Department of Housing & Community Development on, or prior to May 8, 2019.

Fiscal Impact:

Any awarded grant funding will require acceptance by the City Council and will be reflected in the FY-2020 City Budget - Special Revenue.

City Administrator Comments:

Recommend Approval

Community Engagement:

As a State of Maryland designated Sustainable Community, the City is eligible to apply for Community Legacy grant funds as well as other State funding programs authorized under the Sustainable Communities Act of 2010. In order for a project to be eligible for funding it must be located in a geographic area designated by the Governor's Smart

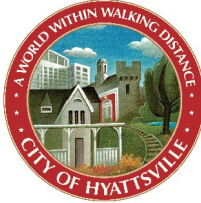
Growth Subcabinet and must support the plan that has been approved by the Smart Growth Subcabinet as a Sustainable Community Plan.

Strategic Goals:

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

Legal Review Required?

N/A



Hyattsville Resolution 2019 - 02

Resolution Supporting the City of Hyattsville FY2020 Community Legacy Application

Resolution of the Mayor and Council of the City of Hyattsville has approved/is approving the application and receipt of financing for a Commercial Façade Improvement Program (the "Project 1") and Recreational Facilities Improvements Project (the "Project 2") both of which are further described in the Community Legacy and Applications ("The Applications"), to be financed 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 Mayor and Council of the City of Hyattsville recognizes that there is a significant need for reinvestment and revitalization of the communities in the City of Hyattsville; 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 Project 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 the Community Legacy Project and the Project Financing by the Mayor and Council; and, where appropriate, by the chief elected executive official of the local subdivision;

NOW, THEREFORE BE IT RESOLVED THAT, the Mayor and Council hereby endorses the Project in the; and, HEREBY approves the request for financial assistance in the form of a grant or loan, up to the amount of \$250,000; and

BE IT FURTHER RESOLVED THAT, the chief elected executive official be, and is hereby requested to endorse this Resolution, thereby indicating her approval thereof; and,

BE IT FURTHER RESOLVED THAT, Mayor Candace B. Hollingsworth is hereby authorized to execute documents and take any action necessary to carry out the intent of these resolutions; and,

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

READ AND PASSED THIS 15th day of April 2019.

BY ORDER: Laura Reams, City Clerk, I hereby certify that Resolution Number 2018-02 is true and correct and duly adopted by the Mayor and Council of the City of Hyattsville.

ATTEST/WITNESS:

Mayor and Council of the City of Hyattsville

Laura Reams, City Clerk

By: _____
Name: Candace B. Hollingsworth
Title: Mayor, City of Hyattsville
Date: April 15, 2019



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019
Submitted by: Hal Metzler
Submitting Department: Public Works
Item Type: Budget
Agenda Section:

SUBJECT

DPW New Facility Project - Construction Management Services

HCC-360-FY19

Recommendation:

I move that the Mayor and Council accept the work order proposal submitted to the City of Hyattsville by Johnson, Mirmiran & Thompson, Inc., construction management services, reporting and Third Party Inspection services for the new Department of Public Works Facility, and authorize City Administrator to execute a work order for a cost not to exceed \$250,000.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Task Order 22 Proposal Letter - 20MAR2019 SG.pdf](#)

Summary Background:

JMT was contracted in February 2016 to provide the Prince George's County required 3rd party inspection of the DPW facility. JMT provided a proposal based on the current plans for the renovations of the Public Works facility. The current construction timeline has work beginning on the facility starting in May 2019 and to be completed within a year.

Next Steps:

N/A

Fiscal Impact:

250,000

City Administrator Comments:

Recommend Approval

Community Engagement:

N/A

Strategic Goals:

Goal 3 – Promote a Safe and Vibrant Community

Legal Review Required?

N/A



March 20, 2019

Mr. Hal Metzler, Jr.
City of Hyattsville
4310 Gallatin Street
Hyattsville, MD 20781

RE: Hyattsville Public Works Facility – New Construction
Construction Oversight, Reporting and 3rd Party Inspection
DPW07132015 / JMT #16-1916-022

Dear Mr. Metzler,

JOHNSON, MIRMIRAN & THOMPSON is pleased to provide JMT's Task Order 22 proposal to the City of Hyattsville for Construction Oversight, Reporting and 3rd Party Inspection of the new Public Works administration facility located adjacent to the existing DPW building on 4633 Arundel Place.

The proposal has been based on the City's described scope and anticipated duration of ten months.

The scope of work and deliverables will include:

- Full-time CM/I services; defined as 40 hours per week
- Attend Pre-Construction meeting
- Conduct bi-weekly progress meetings and distribute meeting minutes
- Record daily construction activities with Daily Reports
- Ensure work is compliant with all applicable permits
- Provide Monthly Reports to all stakeholders
- Review construction schedules, pay applications, and proposed change orders
- Schedule and assist in final walkthroughs
- Forward all submittals and RFI's to Architect/Engineer of Record for review
- Maintain all logs, including change orders, submittals, RFI's, and Inspection logs
- Oversee and coordinate 3rd party inspections required by Prince George's County to obtain a Certificate of Occupancy
- Oversee closeout process; warranties and operation & maintenance manuals are received and distributed
- Provide final report to include all logs, photographs, and any other closeout documents

Total Amount Not to Exceed

\$246,090.00

Assumptions:

- a. Design drawings and cost estimates are excluded.
- b. City will provide a field office for CM. CM will provide applicable computer software and other necessary equipment.
- c. Utility coordination by the City and/or construction contractor.
- d. FF&E not included.
- e. Commissioning services are excluded.

Thank you for using JOHNSON, MIRMIRAN & THOMPSON to provide these services.

Very truly yours,

JOHNSON, MIRMIRAN & THOMPSON, INC

Soli Guille

Soli Guille, CQM
Associate

cc: Jon Ryan, JMT
Ziera Chambers, JMT
Salem Samim, JMT

Johnson, Mirmiran & Thompson					
COST SUMMARY FORMAT					
PART I - GENERAL					
CLIENT: City of Hyattsville - Professional Consulting & Design Services	Public Works Complex		DPW07132015	Task Order 022	
CONSULTANT: Johnson, Mirmiran & Thompson	JMT -16-1916-022		PROPOSAL DATE 20-Mar-19		
ADDRESS: 601 New Jersey Ave, Suite 210 Washington, DC 20001					
COST SUMMARY					
1. DIRECT LABOR (Specify labor categories)	HOURS	HOURLY RATE	ESTIMATED COST	TOTALS	
Project Manager	300	\$120.00	\$ 36,000.00		
Construction Manager	1,600	\$104.00	\$ 166,400.00		
Total Hours	1,900				
DIRECT LABOR SUBTOTAL:			\$ 202,400.00		
2. INDIRECT COSTS (Specify)	RATE	X DIRECT LABOR TOTAL =	ESTIMATED		
OVERHEAD AND PAYROLL BURDEN	0%		\$ -		
INDIRECT COSTS SUBTOTAL			\$ -		
3. TOTAL OF DIRECT LABOR & INDIRECT COSTS (Combined Sum of Items 1 & 2)					\$ 202,400.00
4. PROFIT - (Fixed Hourly Rate)					\$ -
5. TOTAL PROFESSIONAL FEE (Combined Sum of Items 3 & 4)					\$ 202,400.00
6. OTHER DIRECT COSTS (refer to attached itemization)					
7. EXPENSES	QTY.	COST	ESTIMATED COST		
a. Transportation (personal car)	8,000	\$ 0.58	\$ 4,640.00		
c. Photocopies (internal)	NA	included in contract	\$ -		
d. Photocopies (Outside Copying)	0	sheets X \$0.10/sheet	\$ -		
e. Drawing Prints	0	sheets X \$1/sheet	\$ -		
f. Mylar Prints		sheets X \$25/sheet	\$ -		
			\$ -		
EXPENSES SUBTOTAL			\$ 4,640.00		
8. EQUIPMENT, MATERIALS, SUPPLIES (See attached itemization)	QTY.	COST	ESTIMATED COST		
			\$ -		
			\$ -		
EQUIPMENT SUBTOTAL:			\$ -		
9. SUBCONSULTANT(S)			ESTIMATED COST		
a. Independent Consultants & Engineers	1	\$ 35,500.00	\$ 35,500.00		
	0	\$ -	\$ -		
	0	\$ -	\$ -		
SUBCONSULTANT(S) - SUBTOTAL:			\$ 35,500.00		
10. SUBCONSULTANT MARKUP			ESTIMATED COST		
a. NA Services Provided by JMT	35,500	0.10	\$ 3,550.00		
b.			\$ -		
c.			\$ -		
SUBCONSULTANT(S) - SUBTOTAL:			\$ -		
OTHER SUBTOTAL			\$ 3,550.00		
OTHER DIRECT COSTS TOTAL: (Combined Sum of Items 7, 8, 9, 10)				\$ 43,690.00	
TOTAL PRICE (Combined Sum of Items 5 & 10)				\$ 246,090.00	



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Grant

Agenda Section:

SUBJECT

Resolution 2019-03: Urban Investment Partners – NCSGIF and SGIF Application Request to Maryland DHCD

HCC-364-FY19

Recommendation:

I move that the Mayor and Council adopt Hyattsville Resolution 2019-03, a Resolution of the City of Hyattsville, Maryland in support of the City's application to the State of Maryland Department of Housing & Community Development (DHCD) for grant funding to support the redevelopment of the 5320-5334 block of Baltimore Avenue, Hyattsville, to be further described in the application to the State of Maryland.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Memo - NCSEDF and SGIF Request UIP FY2020.doc](#)

[Armory_NCSEDF and SGIF for FY2019_Letter to Jim Chandler.pdf](#)

[Hyattsville Resolution - 2019-03.doc](#)

Summary Background:

On April 9, 2018, Urban Investment Partners (UIP) submitted a request to the City of Hyattsville to consider sponsoring a \$500,000 SGIF application to the State of Maryland. In its previous letter, UIP stated its intent to apply for an additional \$500,000 in funding in the FY2020 cycle. UIP is proposing redevelopment of the west side of the 5300 block of Baltimore Avenue, Hyattsville. The development, 'The Armory Apartments', is tentatively proposed to include 285-residential units and 31,000 sq.ft. of ground floor retail.

In 2018, the City of Hyattsville sponsored a FY2019 Maryland DHCD demolition grant from Urban Investment Partners (UIP). Maryland DHCD awarded the Armory Apartments project a \$250,000 from the newly created National Capital Strategic Economic Development Fund (NCSEDF).

UIP is requesting the City to serve as the agency for its application request to the State of Maryland.

The recently concluded General Session allocated \$4 million to the National Capital Strategic Economic Development Fund (NCSEDF) and \$5.5 million to the Strategic Growth and Smart Growth Impact Fund (SGIF).

Next Steps:

Adopt the resolution and submit application for grant funding

Fiscal Impact:

Any funding awarded to the City would be available July 1, 2019 and would be required to be 50% expended by June 30, 2020 and completely expended by June 30, 2021.

City Administrator Comments:

Recommend Approval

Community Engagement:

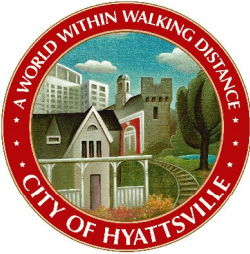
The City's 2017-2022 Community Sustainability Plan, Goal 14C: Advocate for the continued State funding of the Maryland Department of Housing and Community Development's Strategic Demolition and Smart Growth Fund. Continue to use the fund as a redevelopment tool to help finance grey field development by providing financial assistance for the demolition of a no longer viable building.

Strategic Goals:

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

Legal Review Required?

N/A



Memo

To: Mayor and Council
Tracey Nicholson, City Administrator

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

CC: Ron Brooks, City Treasurer

Date: April 10, 2019

Re: Urban Investment Partners – NCSGIF and SGIF Application Request

The purpose of this memorandum is to provide the Mayor, Council and City Administrator with summary of a request from Urban Investment Partners (UIP) to support an application to the State of Maryland's National Capital Strategic Economic Development Fund (NCSEDF) and Strategic Demolition and Smart Growth Impact Fund (SGIF) program.

- In 2018, the City of Hyattsville sponsored a Maryland DHCD demolition grant from Urban Investment Partners (UIP).
- Maryland DHCD awarded the Armory Apartments project a \$250,000 from the newly created National Capital Strategic Economic Development Fund (NCSEDF).
- Maryland DHCD announced the FY2020 Strategic Demolition Fund application cycle with applications due on or before May 8, 2018.
- The Strategic Demolition Fund is administered by the Maryland Department of Housing & Community Development to catalyze activities that accelerate economic development and job production in existing Maryland communities.
- On April 9, 2019, Urban Investment Partners (UIP) submitted a request to the City of Hyattsville to consider sponsoring a \$500,000 application to both the SGIF and NCSEDF programs.
- Staff is requesting the Mayor and Council provide with Staff direction as to whether they would like to proceed with sponsoring an application and if so, would require the City Council to authorize a resolution at its meeting on April 15, 2019.

Program Details

The Strategic Demolition Fund, established in 2011, is administered by the Maryland Department of Housing & Community Development and is intended as project gap financing to catalyze activities that accelerate economic development and job production in existing Maryland communities. The Fund aims to improve the economic viability of “grey field development,” which often faces more barriers than sprawling “green field development.”

Program Eligibility

In order for a project to be eligible for funding it must be located in a geographic area designated by the Governor’s Smart Growth Subcabinet and must support the plan that has been approved by the Smart Growth Subcabinet as a Sustainable Community Plan. Sustainable Communities are areas found within Priority Funding Areas and are targeted for revitalization.

As a State of Maryland designated Sustainable Community, the City is eligible to apply for SGIF grants as well as other State funding programs authorized under the Sustainable Communities Act of 2010.

Lead applicants for Strategic Demolition Fund – Statewide are:

- Local governments working outside of Baltimore City
- Nonprofit Community Development Organizations working outside of Baltimore City
- Private entities are not eligible to apply directly, but may have an application sponsored by an eligible entity.

Eligible projects include:

- Demolition of derelict non-contributing structures
- Site acquisition and assembly to create redevelopment-sized parcels for solicitation or planned development
- Site development
- Construction-level architectural and engineering designs

UIP Request to the City of Hyattsville

On April 9, 2018, Urban Investment Partners (UIP) submitted a request to the City of Hyattsville to consider sponsoring a \$500,000 SGIF application to the State of Maryland. In its previous letter, UIP stated its intent to apply for an additional \$500,000 in funding in the FY2020 cycle. UIP is proposing redevelopment of the west side of the 5300 block of Baltimore Avenue, Hyattsville. The development, ‘The Armory Apartments’, is tentatively proposed to include 285-residential units and 31,000 sq.ft. of ground floor retail.

UIP is requesting the City to serve as the applicant for its application request to the State of Maryland.

The recently concluded General Session allocated \$4 million to the National Capital Strategic Economic Development Fund (NCSEDF) and \$5.5 million to the Strategic Growth and Smart Growth Impact Fund (SGIF).

Next Steps

Last month Maryland DHCD announced the FY2020 funding application cycle with applications due on or before May 8, 2019.

In order to meet the due date for this year's cycle, Staff is requesting the Mayor and Council provide with Staff direction as to whether they would like to proceed with sponsoring an application and if so, would require the City Council to authorize a resolution at its meeting on April 15, 2019. Any funding awarded to the City would be available July 1, 2019 and would be required to be 50% expended by June 30, 2020 and completely expended by June 30, 2021.

April 9, 2019

Mr. Jim Chandler
Director of Community & Economic Development
City of Hyattsville
4310 Gallatin Street, Hyattsville, MD 20781

***Hyattsville Arts District – The Armory Apartments
State Strategic Demolition Fund and the National Capital Strategic Economic Development Fund***

Dear Jim:

We have completed assembling all of the land required to move forward with our project in the Arts District. The Prince George's County Planning Board approved our Preliminary Plan of Subdivision in January 2019. As a reminder, this project will include 285 rental apartments and 31,000 square feet of street-level retail in the heart of the downtown Hyattsville Arts District. This project will replace a collection of vacant, derelict buildings along Baltimore Avenue, and will contribute tremendously to the economic stability and neighborhood vibrancy of Hyattsville. The total project budget is approximately \$100 million.

In 2018, we requested \$500,000 from the Strategic Demolition Fund as well as \$500,000 from the National Capital Strategic Economic Development Fund. We were awarded a total of \$250,000 from the National Capital Strategic Economic Development Fund.

Our land acquisition costs and site development costs will be significantly higher than originally anticipated. However, we remain determined to move this project forward.

The Strategic Demolition Fund and the National Capital Strategic Economic Development Fund seek to catalyze activities that accelerate economic development and job production in existing and Sustainable Communities in Maryland. Awards will focus on those projects that are likely to have a high economic and revitalization impact in their existing communities. Our proposed project meets these criteria.

Eligible projects include:

- Demolition of derelict non-contributing structures
- Site acquisition and assembly to create redevelopment-sized parcels for development
- Site development
- Construction-level architectural and engineering designs

As the project's developer, we are not eligible to be the direct applicant for this funding. Eligible applicants include local governments and nonprofit community development organizations. Therefore, we request that the City of Hyattsville serve as the applicant for \$500,000 of funding from the Strategic Demolition Fund and \$500,000 of funding from the National Capital Strategic Economic Development Fund for fiscal year 2019 to support this project.

Please let me know if you have any questions about this request or the status of the project. We look forward to moving forward in cooperation with the City of Hyattsville.

Best Regards,

A handwritten signature in blue ink, reading "Brook Katzen", is positioned below the "Best Regards," text.

Brook Katzen
Senior Vice President of Development



Hyattsville Resolution 2019 - 03

Resolution Supporting the City of Hyattsville FY2019 Strategic Demolition and Smart Growth Impact Fund and National Capital Strategic Economic Development Fund Application

Resolution of the Mayor and Council of the City of Hyattsville has approved/is approving the application and receipt of financing for (the "Project") which is further described in the Strategic Demolition and Smart Growth Impact Fund and National Capital Strategic Economic Development Fund Application ("The Applications"), to be financed 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 Mayor and Council of the City of Hyattsville recognizes that there is a significant need for reinvestment and revitalization of the communities in the City of Hyattsville; and,

WHEREAS, Urban Investment Partners has acquired long-term vacant properties at 5334 –5320 Baltimore Avenue for the purpose of redevelopment as a mixed-use retail and residential development, as outlined in the attached map (the "Area"), and further as a Community Legacy Area, the purpose of which will be to contribute to reinvestment and revitalization; and

WHEREAS, the Department, either through the Strategic Demolition and Smart Growth Impact Fund, National Capital Strategic Economic Development Fund 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 Project 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 the Strategic Demolition and Smart Growth Impact Fund Project and the Project Financing by the Mayor and Council; and, where appropriate, by the chief elected executive official of the local subdivision;

NOW, THEREFORE BE IT RESOLVED THAT, the Mayor and Council hereby endorses the funding of the Project in the; and, HEREBY approves the request for financial assistance in the form of a grant or loan, up to the amount of \$500,000; and

BE IT FURTHER RESOLVED THAT, the chief elected executive official be, and is hereby requested to endorse this Resolution, thereby indicating her approval thereof; and,

BE IT FURTHER RESOLVED THAT, Mayor Candace B. Hollingsworth is hereby authorized to execute documents and take any action necessary to carry out the intent of these resolutions; and,

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

READ AND PASSED THIS 15^h day of April 2019.

BY ORDER: Laura Reams, City Clerk, I hereby certify that Resolution Number 2019-03 is true and correct and duly adopted by the Mayor and Council of the City of Hyattsville.

ATTEST/WITNESS:

Mayor and Council of the City of Hyattsville

Laura Reams, City Clerk

By: _____
Name: Candace B. Hollingsworth
Title: Mayor, City of Hyattsville
Date: April 15, 2019



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019
Submitted by: Laura Reams
Submitting Department: City Clerk
Item Type: Legislative
Agenda Section:

SUBJECT

Schedule Special Council Meeting for April 29, 2019

HCC-366-FY19

Recommendation:

I move that the Mayor and Council schedule a Special Council Meeting to be held on Monday, April 29 at 8:00 p.m.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

The Mayor and Council will hold a Special Council Meeting on April 20, 2019 to receive testimony and a report from the Educational Facilities Task Force.

Next Steps:

The meeting will be posted on the City calendar and advertised to the public.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Support

Community Engagement:

Public notice of the meeting will be posted on the City's website and to notify me subscribers.

Strategic Goals:

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

Legal Review Required?

N/A



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019
Submitted by: Laura Reams
Submitting Department: City Clerk
Item Type: Charter Amendment
Agenda Section:

SUBJECT

Schedule Public Hearing on Charter Amendment Resolution 2019-01

HCC-367-FY19

Recommendation:

I move that the Mayor and Council schedule a Public Hearing on proposed Charter Amendment Resolution 2019-01 for May 6, 2019 at 7:30 p.m.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Resolution 2019-01 - Amending Charter - Compensation Review Committee 4.9.19.docx](#)

Summary Background:

The City Attorney will present recommended revisions to the City Charter for the Mayor and Council compensation review process on the April 15 discussion agenda. By law, a public hearing is required for all Charter Amendment Resolutions. The Public Hearing has been scheduled for May 6, 2019 at 7:30 p.m. The Council is anticipated to take action on the Resolution at the Council Meeting of May 6, 2019. Charter Amendments are effective 50 days after adoption.

Next Steps:

Schedule the Public Hearing and provide notice.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Support

Community Engagement:

Notice of the Public Hearing will be published on the City's website and in the Hyattsville Reporter at least 21 days prior to the scheduled hearing. Additionally, notification of the public hearing will be sent to subscribers of the City's Notify Me alerts.

Strategic Goals:

Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?

Complete

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CHARTER AMENDMENT RESOLUTION 2019-01

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HYATTSVILLE, MARYLAND, adopted pursuant to the authority of Article XI-E of the Constitution of Maryland and Title 4, Subtitle 3 of the Local Government Article of the Annotated Code of Maryland (2013 Edition, as amended), to amend the Charter of the said City, said Charter being a part of the public local laws of Maryland (1963 Edition, as amended), which Article contains in whole or in part the Charter of the City of Hyattsville, Maryland, whereby the Mayor and City Council seek to amend the City Charter to provide clarity and flexibility for the public, the City's Compensation Review Committee, and for the Mayor and Council with respect to the compensation review process.

WHEREAS, the Mayor and Council recognize and agree with the prohibition on an elected official voting to alter the elected official's compensation during the official's term of office; and

WHEREAS, the Mayor and Council perceive that the City's staggered council elections combined with the above stated prohibition create unintended challenges for the City's Compensation Review Committees; and

WHEREAS, the Mayor and Council seek to address this issue by amending the language in the Charter to provide needed flexibility and clarity for the Compensation Review Committee; and

WHEREAS, the City Council gave at least twenty-one (21) days advance notice of the public hearing held regarding adoption of this Resolution and the amendment to the Charter contained herein.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Hyattsville, Maryland, in regular session assembled:

Section 1: That Section C2-6.1 of the Charter of the City of Hyattsville, Maryland, be amended as follows:

§ C2-6.1. Compensation Review Committee. [Amended 3-3-08 by HR 2008-07, Amended 2-19-15 by HR 2015-02]

A. Every four (4) years, At least one hundred and eighty (180) days prior to a every regular mayoral election, the Mayor shall appoint, with Council approval, a seven person compensation review committee whose membership shall be comprised of at least one member from each Ward of the City, to review and make recommendations for the compensation of both the Mayor to be elected in the next municipal election and all City Councilmembers serving during that upcoming four year term who shall serve within the period of recommendation as determined elsewhere in this section. The Compensation Review Committee shall make its recommendation as to any compensation increase, decrease, or lack of change, in the existing compensation to the Mayor and City Council at least ninety (90) days prior to the election. The Mayor and Council shall have no power to alter or amend the Commission committee's recommendation, but shall either accept or

1 reject it, by motion, resolution, or ordinance. Regardless of how any recommendation is accepted,
2 the salaries of the Mayor and Council shall be set by ordinance as required by sections C2-5 and
3 C2-6 of the City's Charter.

4 B. In order to ensure no elected official is voting to alter his or her own compensation, the
5 committee shall begin its review with the fiscal year commencing on the first day of July following
6 each regular mayoral election or on the first day of July following the expiration of the current
7 compensation period. The length of time covered by the committee's recommendation to the
8 Mayor and Council shall be no less than (3) three fiscal years and no more than (6) six fiscal years.
9 The length of the committee's recommendation shall be governed by:

10 (1) the need to avoid having an elected official vote on his or her own salary, being mindful
11 of the staggered Council terms,

12 (2) the expiration date of any existing period covered by an enactment based upon a
13 recommendation of a committee, and

14 (3) keeping the period of recommendation as short as possible so as not to undermine the
15 input of the next committee.

16 C. Notwithstanding the provisions set forth in subparagraphs A and B in this subsection, the
17 Mayor and Council shall have the authority to adopt by ordinance the 2019 Compensation Review
18 Committee's recommended compensation increases for the fiscal years beginning July 1, 2021,
19 July 1, 2022, July 1, 2023, and July 1, 2024, which were previously accepted by the Mayor and
20 Council.

21 Section 2: That the date of the adoption of this Resolution is **May 6, 2019**, and that the
22 amendment to the Charter of the City of Hyattsville hereby proposed by this enactment shall
23 become effective on **June 25, 2019**, unless a proper petition for a referendum hereon shall be filed
24 by **June 14, 2019**, and that an exact copy of this Resolution shall be posted at the main municipal
25 building and a fair summary of the Amendment shall be published in a newspaper having general
26 circulation in the City not less than four (4) times at weekly intervals by **June 14, 2019**.

27 Section 3: That as soon as the Charter Amendment hereby enacted becomes effective,
28 either as herein provided or following a referendum, the Clerk shall send separately to the
29 Department of Legislative Services, the following information concerning the Charter
30 Amendment: (1) the complete text of this Resolution; (2) the date of referendum election, if any,
31 held with respect thereto; (3) the number of votes cast for and against this Resolution by the Mayor
32 and City Council of the City of Hyattsville or in a referendum; and (4) the effective date of the
33 Charter Amendment.

34 Section 4: That the Clerk be, and is specifically enjoined and instructed to carry out the
35 provisions of Sections 2 and 3, and as evidence of compliance herewith the said Clerk shall cause
36 to be affixed to the Minutes of this meeting (1) an appropriate certificate of publication of the
37 newspaper in which the fair summary of the Amendment shall have been published; and (2)
38 records of mailing referred to in Section 3, and shall further complete and execute a Certificate of
39 Compliance.

1 **INTRODUCED** by the Mayor and City Council of the City of Hyattsville, Maryland, at a
2 Regular Meeting on **May 6, 2019**, at which meeting copies were available to the public for
3 inspection, and at which time a public hearing took place.

4 **ADOPTED** by the Mayor and City Council of the City of Hyattsville, Maryland, at a
5 Regular Meeting on **May 6, 2019**, at which meeting copies were available to the public for
6 inspection.

Adopted: _____

Attest: _____
Laura Reams, City Clerk

Candace B. Hollingsworth, Mayor

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9 [-] indicate deletions

10 Underline/**bold**/**CAPS** indicate additions/amendments to additions

DRAFT



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Planning & Development

Agenda Section:

SUBJECT

Motion to Close (20 minutes)

HCC-363-FY19

Recommendation:

I move that the Mayor and Council close the Council Meeting of April 15, 2019, to consider the acquisition of real property, discuss contract negotiations, and discuss confidential commercial or financial information related to a proposed development in the City. The reason for closing the meeting under these exceptions is to protect the City's bargaining position and to maintain legally required confidentiality in regard to commercial and/or financial information.

This session will be closed under the authority of the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (3) to consider the acquisition of real property for a public purpose and matters directly related to the acquisition; 3-305(b) (13) to comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter - specifically Maryland Code, § 4-335 of the General Provisions Article (protecting from disclosure confidential commercial information); and 3-305(b) (14) Before a contract is awarded or bids are opened, to 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.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

N/A

Next Steps:

N/A

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

N/A

Strategic Goals:

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

Legal Review Required?

Complete



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019
Submitted by: Laura Reams
Submitting Department: City Clerk
Item Type: Charter Amendment
Agenda Section:

SUBJECT

Hyattsville Ordinance 2019-02: Compensation of the Mayor and Council (5 minutes)

HCC-370-FY19

Recommendation:

I move that the Mayor and Council introduce Hyattsville Ordinance 2019-02, an Ordinance whereby the City Council raises the salary of the Mayor and Councilmembers after July 1, 2021, and grants raises in each successive year until 2024 pursuant to the recommendation of the 2019 Compensation Review Committee (FIRST READING).

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Ordinance 2019-02 Enacting CRC Recommendations 4.9.19.docx](#)

Summary Background:

On February 4, 2019, the Council adopted the recommendation of the 2019 Compensation Review Committee for the salaries of the Mayor and Council. The Committee made recommendations on compensation through Fiscal Year 2025. The recommendations have been codified into Hyattsville Ordinance 2019-02.

Next Steps:

The Ordinance is scheduled for a first reading on April 15, 2019, with adoption scheduled for May 6, 2019. The Ordinance will be effective on June 26, 2019.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Support

Community Engagement:

Legal notice of the ordinance will be published in the Prince George's Sentinel.

Strategic Goals:

Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?

Complete

**CITY OF HYATTSVILLE
ORDINANCE 2019-02**

An Ordinance whereby the City Council raises the salary of the Mayor and Councilmembers after July 1, 2021, and grants raises in each successive year until 2024 pursuant to the recommendation of the 2019 Compensation Review Committee.

WHEREAS, Sections C2-5 and C2-6 of the City of Hyattsville's require that the compensation of the Mayor and the Council members be set by ordinance; and

WHEREAS, pursuant to C2-6.1 of the Charter of the City of Hyattsville, the 2019 Compensation Review Committee met and made recommendations as to the salary of the Mayor and Council; and

WHEREAS, the Mayor and Council by motion approved the recommendations of the 2019 Compensation Review Committee; and

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Hyattsville in regular session assembled that Chapter 4, section 1, and Chapter 4, section 3 of the City Code be amended as follows:

§ 4-1. Mayor.

A. The Mayor is hereby authorized and empowered to execute and sign all contracts made by the City Council, which contracts shall be attested by the Clerk, who shall affix the Seal of the City thereto.

B. Pursuant to § C2-5 of the Charter of the City, the annual salary of the Mayor shall be ~~four thousand five hundred dollars (\$4,500.00)~~ as follows:

1. \$16,151.00 effective in the first pay period after July 1, 2021;
2. \$16,474.00 effective in the first pay period after July 1, 2022;
3. \$16,803.00 effective in the first pay period after July 1, 2023; and
4. \$17,139.00 effective in the first pay period after July 1, 2024.

* * *

§ 4-3. City Council.

A. Preparation and filing of annual financial statement. The City Council shall prepare and file among the records of the City annually a statement showing the amount of all moneys at the disposal of the City Council for public expenditure during each year terminating on the 30th day of June, the amount actually expended and for what purpose, together with the liabilities and credits of the City. Surrender of books, records and other City property to successors. The members of the City Council shall turn over to their successors after each election, when they shall have qualified and entered on the duties of their office, all the books, papers and records and other City properties in their possession.

B. Pursuant to § C2-6 of the Charter of the City, the annual salary of each City Councilmember shall be ~~three thousand dollars (\$3,000.00)~~ per year as follows:

1. \$10,809.00 effective in the first pay period after July 1, 2021;
2. \$11,025.00 effective in the first pay period after July 1, 2022;
3. \$11,246.00 effective in the first pay period after July 1, 2023; and
4. \$11,471.00 effective in the first pay period after July 1, 2024.

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

AND BE IT FURTHER ORDAINED that this Ordinance shall take effect on June 26, 2019;

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

INTRODUCED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on April 15, 2019.

ADOPTED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on May 6, 2019.

Adopted: May 6, 2019.

Attest: _____
Laura Reams, City Clerk

Candace Hollingsworth, Mayor

[] indicate deletions

Underline/CAPS/**BOLD** indicate additions

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

Effective Date: June 26, 2019



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019
Submitted by: Candace Hollingsworth, Mayor
Submitting Department: Legislative
Item Type: Ordinance
Agenda Section:

SUBJECT

Revitalization Tax Credit – Modification (15 minutes)

HCC-42-FY18

Recommendation:

I move that the Mayor and Council direct the City Attorney to draft, in consultation with the appropriate staff, an ordinance amending §108-4 of the Hyattsville Charter and Code (Revitalization Tax Credit) to add “production of affordable housing for individuals and families at 60% AMI” and allow for certain exceptions in tax credit limitations pursuant to the production of affordable units. The tax credit may provide for the following:

- Up to 100% tax credit on total assessed value for no more than 10 years for projects (new construction and rehabilitation of 13+ units) with net new affordable unit production of greater than 15%;
- Up to 100% tax credit on total assessed value for no more than 15 years for projects (new construction and rehabilitation of 20+ units) with net new affordable unit production of greater than 20%; and
- Up to 50% tax credit for rehabilitation projects that maintain the existing inventory of affordable units (by project) for no more than 10 years.

Projects receiving waivers of public safety or school facility surcharges shall be ineligible. Designated affordable units shall remain affordable for 30 years.

I further move that the City Administrator (or her designee) acquire professional services for independent financial review of applications submitted under this credit.

I further move that the City Administrator (or her designee) be authorized to establish partnerships necessary to provide property owners with a contact (or similar) to identify Prince George's County residents that meet income qualifications and are awaiting affordable units.

I further move that the City Administrator (or her designee) establish/modify administrative procedures and applications associated with this amendment and publish--not less than annually--projects receiving benefits under this agreement effective July 1, 2019.

Sponsor(s):

Hollingsworth

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

The Hyattsville City Council adopted HO2013-03 establishing the Revitalization Tax Credit. Since that time, the City has received comment from residents regarding the urgency of ensuring affordability in housing in the city. As proximity to transit areas promotes access for jobs and regional mobility, concentrating our efforts on affordable

housing within the existing transit zones appears to be ideal. This legislation will offer the Mayor and Council guidance for consideration of abatement requests.

Next Steps:

The City Attorney will draft an ordinance for discussion and action by the Mayor and Council.

Fiscal Impact:

\$30,000 proposed in the City Administrator's budget to cover the cost of professional services for an independent financial review of applications.

City Administrator Comments:

The City staff can support and it is our understanding that the intent of the revisions is to repurpose the Revitalization Tax Credit Ordinance as an affordable housing financing tool. The City does not have in-house affordable housing expertise to advise on the effectiveness of this ordinance as a gap financing tool for affordable housing developers. It is unknown as to what extent the revisions to the ordinance will incentivize affordable housing developers or market rate developers to construct affordable dwelling units within the City limits.

Pending City Council approval, the City Attorney will draft a revitalization tax credit ordinance based on the specified information. The draft may require additional clarification to ensure the intent is captured. If approved, and as recommended, the staff require the assistance of a consultant to evaluate applications, and conduct an analysis on the City's ability to support, at what level and the financial impact.

Community Engagement:

§108-4 of the Hyattsville Charter and Code (Revitalization Tax Credit) and application process requires a Public Hearing and any associated application be approved by the City Council in open session.

Strategic Goals:

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

Legal Review Required?

Pending



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019
Submitted by: Hal Metzler
Submitting Department: Public Works
Item Type: Contract
Agenda Section:

SUBJECT

FY19 Budget Amendment: DPW Renovation Facility Project - Change Order (10 minutes)

HCC-316-FY19

Recommendation:

I move that the Mayor and Council authorize a change order to the existing Keller-CM contract for an additional \$1,900,000 to cover the increase in cost of materials to renovate the Department of Public Works building for a total project amount not to exceed \$5,200,000.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

In 2015 the Council approved \$3.3 Million for the renovation of the Department of Public Works facility. In 2016 a design/build contract for \$3.3 Million with KellerCM was approved by Council. KellerCM is completing the design and lengthy permit processes and preparing to break ground in May 2019. Due to equipment and material costs impacted by tariffs, and a strong construction market in the DC region leading to higher labor costs, KellerCM has submitted a current construction total budget of \$5,200,000. This is an increase of \$1,900,000 over the originally authorized expenditure of \$3.3 million.

Next Steps:

N/A

Fiscal Impact:

\$1,900,000

City Administrator Comments:

Recommend Approval

Community Engagement:

N/A

Strategic Goals:

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

Legal Review Required?

Complete



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019
Submitted by: Hal Metzler
Submitting Department: Public Works
Item Type: Contract
Agenda Section:

SUBJECT

DPW Keller-CM Contract Amendments (10 minutes)

HCC-358-FY19

Recommendation:

I move that the Mayor and Council authorize the City Administrator to approve amendments to existing Keller-CM contract to bring it in line with the revised and authorized budget of the DPW Renovation Project including updates to the contract end date and duration to comply with current permitting and construction schedules, upon the review and approval by the City Attorney for legal sufficiency.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

The City entered into a Contract with KellerCM in April 2016. At the time the contract was executed with specific dates and durations of work agreed upon. These dates and durations did not take into account the extended Soil and Stormwater permit approval process, nor the lengthy process to connect the DPW facility to adequate water and sewer service. The contract revisions will bring the contract in line with the current conditions of the project.

Next Steps:

Legal Review and execution.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

N/A

Strategic Goals:

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

Legal Review Required?

Pending



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019
Submitted by: Laura Reams
Submitting Department: City Clerk
Item Type: Charter Amendment
Agenda Section:

SUBJECT

Charter Amendment Resolution 2019-01 (10 minutes)

HCC-365-FY19

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Resolution 2019-01 - Amending Charter -Compensation Review Committee 4.9.19.docx](#)

[Memo City Attorney to Mayor and Council - 2019 CRC & Charter Amendment 4.11.19.docx](#)

Summary Background:

During the 2019 Compensation Review Process areas were identified in the Charter that needed clarification. The City Attorney has drafted an amendment to the City Charter to clarify procedures relating to the Compensation Review Committee and the compensation review process for the Mayor and Council. The City Attorney will be present at the Council Meeting of April 15 to answer any questions on the Charter Amendment or the Ordinance.

Next Steps:

By law, a public hearing is required for all Charter Amendment Resolutions. The Public Hearing has been scheduled for May 6, 2019 at 7:30 p.m. The Council is anticipated to take action on the Resolution at the Council Meeting of May 6, 2019. Charter Amendments are effective 50 days after adoption.

Fiscal Impact:

N/A

City Administrator Comments:

For Discussion

Community Engagement:

Notice of the Public Hearing will be published on the City's website and in the Hyattsville Reporter at least twenty-one (21) calendar days prior to the scheduled hearing. Additionally, notification of the public hearing will be sent to subscribers of the City's Notify Me alerts.

Strategic Goals:

Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?

Complete

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CHARTER AMENDMENT RESOLUTION 2019-01

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HYATTSVILLE, MARYLAND, adopted pursuant to the authority of Article XI-E of the Constitution of Maryland and Title 4, Subtitle 3 of the Local Government Article of the Annotated Code of Maryland (2013 Edition, as amended), to amend the Charter of the said City, said Charter being a part of the public local laws of Maryland (1963 Edition, as amended), which Article contains in whole or in part the Charter of the City of Hyattsville, Maryland, whereby the Mayor and City Council seek to amend the City Charter to provide clarity and flexibility for the public, the City's Compensation Review Committee, and for the Mayor and Council with respect to the compensation review process.

WHEREAS, the Mayor and Council recognize and agree with the prohibition on an elected official voting to alter the elected official's compensation during the official's term of office; and

WHEREAS, the Mayor and Council perceive that the City's staggered council elections combined with the above stated prohibition create unintended challenges for the City's Compensation Review Committees; and

WHEREAS, the Mayor and Council seek to address this issue by amending the language in the Charter to provide needed flexibility and clarity for the Compensation Review Committee; and

WHEREAS, the City Council gave at least twenty-one (21) days advance notice of the public hearing held regarding adoption of this Resolution and the amendment to the Charter contained herein.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Hyattsville, Maryland, in regular session assembled:

Section 1: That Section C2-6.1 of the Charter of the City of Hyattsville, Maryland, be amended as follows:

§ C2-6.1. Compensation Review Committee. [Amended 3-3-08 by HR 2008-07, Amended 2-19-15 by HR 2015-02]

A. Every four (4) years, At least one hundred and eighty (180) days prior to a every regular mayoral election, the Mayor shall appoint, with Council approval, a seven person compensation review committee whose membership shall be comprised of at least one member from each Ward of the City, to review and make recommendations for the compensation of both the Mayor to be elected in the next municipal election and all City Councilmembers serving during that upcoming four year term who shall serve within the period of recommendation as determined elsewhere in this section. The Compensation Review Committee shall make its recommendation as to any compensation increase, decrease, or lack of change, in the existing compensation to the Mayor and City Council at least ninety (90) days prior to the election. The Mayor and Council shall have no power to alter or amend the Commission committee's recommendation, but shall either accept or

1 reject it, by motion, resolution, or ordinance. Regardless of how any recommendation is accepted,
2 the salaries of the Mayor and Council shall be set by ordinance as required by sections C2-5 and
3 C2-6 of the City's Charter.

4 B. In order to ensure no elected official is voting to alter his or her own compensation, the
5 committee shall begin its review with the fiscal year commencing on the first day of July following
6 each regular mayoral election or on the first day of July following the expiration of the current
7 compensation period. The length of time covered by the committee's recommendation to the
8 Mayor and Council shall be no less than (3) three fiscal years and no more than (6) six fiscal years.
9 The length of the committee's recommendation shall be governed by:

10 (1) the need to avoid having an elected official vote on his or her own salary, being mindful
11 of the staggered Council terms,

12 (2) the expiration date of any existing period covered by an enactment based upon a
13 recommendation of a committee, and

14 (3) keeping the period of recommendation as short as possible so as not to undermine the
15 input of the next committee.

16 C. Notwithstanding the provisions set forth in subparagraphs A and B in this subsection, the
17 Mayor and Council shall have the authority to adopt by ordinance the 2019 Compensation Review
18 Committee's recommended compensation increases for the fiscal years beginning July 1, 2021,
19 July 1, 2022, July 1, 2023, and July 1, 2024, which were previously accepted by the Mayor and
20 Council.

21 Section 2: That the date of the adoption of this Resolution is **May 6, 2019**, and that the
22 amendment to the Charter of the City of Hyattsville hereby proposed by this enactment shall
23 become effective on **June 25, 2019**, unless a proper petition for a referendum hereon shall be filed
24 by **June 14, 2019**, and that an exact copy of this Resolution shall be posted at the main municipal
25 building and a fair summary of the Amendment shall be published in a newspaper having general
26 circulation in the City not less than four (4) times at weekly intervals by **June 14, 2019**.

27 Section 3: That as soon as the Charter Amendment hereby enacted becomes effective,
28 either as herein provided or following a referendum, the Clerk shall send separately to the
29 Department of Legislative Services, the following information concerning the Charter
30 Amendment: (1) the complete text of this Resolution; (2) the date of referendum election, if any,
31 held with respect thereto; (3) the number of votes cast for and against this Resolution by the Mayor
32 and City Council of the City of Hyattsville or in a referendum; and (4) the effective date of the
33 Charter Amendment.

34 Section 4: That the Clerk be, and is specifically enjoined and instructed to carry out the
35 provisions of Sections 2 and 3, and as evidence of compliance herewith the said Clerk shall cause
36 to be affixed to the Minutes of this meeting (1) an appropriate certificate of publication of the
37 newspaper in which the fair summary of the Amendment shall have been published; and (2)
38 records of mailing referred to in Section 3, and shall further complete and execute a Certificate of
39 Compliance.

1 **INTRODUCED** by the Mayor and City Council of the City of Hyattsville, Maryland, at a
2 Regular Meeting on **May 6, 2019**, at which meeting copies were available to the public for
3 inspection, and at which time a public hearing took place.

4 **ADOPTED** by the Mayor and City Council of the City of Hyattsville, Maryland, at a
5 Regular Meeting on **May 6, 2019**, at which meeting copies were available to the public for
6 inspection.

Adopted: _____

Attest: _____
Laura Reams, City Clerk

Candace B. Hollingsworth, Mayor

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9 ⌊⌋ indicate deletions

10 Underline/**bold**/**CAPS** indicate additions/amendments to additions

DRAFT

From: City Attorney, City of Hyattsville

To: Mayor and Council, City of Hyattsville

Date: April 11, 2019

Subj: Compensation Review Committee Charter Change

MEMO

The Chairperson for the 2019 Compensation Review Committee raised a number of questions related to the language in § C2-6.1 of the Charter, which establishes the CRC and outlines the nature of its review. The questions raised concerned the scope of the CRC's review and the length (in terms of fiscal years) of its recommendation. Underlying the concerns are the prohibition on elected officials voting on their own salary increases and the nature of the staggered terms in Hyattsville.

In my view, there is potential for these questions to arise every four years unless the language of the Charter is amended to account for the impact of the staggered terms on the period of review undertaken by the CRC. The proposed Charter Amendment seeks to take that into account by building flexibility into the process. I also took the opportunity to clean-up language in § C2-6.1 and make it consistent with the two proceeding sections which require your salaries to be enacted by ordinance.



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Planning & Development

Agenda Section:

SUBJECT

County Council Resolution CR-17-2019 – Amendment to the Gateway Arts District Development District Overlay (DDO) Table of Uses to permit Urban Farm uses in the TRN (15 minutes)

HCC-356-FY19

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Memo_-_GAD_Amendment_-_Urban_Farming_-_4.8.2019_.docx](#)

[GAD - Urban Farm Amendment.pdf](#)

[Gateway Arts District - Agriculture TOU.pdf](#)

Summary Background:

Prince George's County Council Resolution CR-17-2019 has been submitted as a proposed amendment to the Gateway Arts District Development District Overlay (DDO) Table of Uses to permit Urban Farm uses in the TRN Character Area. A public hearing on the amendment is scheduled for April 30, 2019 with all written testimony to be submitted to the Clerk of the Council by close of business on Wednesday, May 15, 2019.

The Prince Georges' County Code defines Urban Farm as:

A use that permits a non-profit organization or for-profit business to cultivate fruits, vegetables, flowers, that permits composting, beekeeping, agricultural education, and incidental sales (excluding in the R-80 and R-55 Zones) on the property, and excludes livestock. However, a Health Department permit is required if fruits and vegetables are cut up or prepared foods are sold to the public. The non-profit organization or for-profit business operating an urban farm shall be a cooperator with the Prince George's Soil Conservation District, and operate under an approved Farm Management Plan. Accessory structures ordinarily found in association with an Urban Farm are permitted. The appearance and scale of all accessory structures shall be in compliance with the existing requirements of the zone. Off-street parking and loading requirements in Part II and Landscape Manual regulations do not apply to an Urban Farm. The term shall not include "Agriculture."

Agricultural uses are not a use that is supported in any of the Character Areas of the Gateway Arts District Sector Plan and DDOZ. While the argument that Plan did not consider 'urban farming' at the time of adoption is valid, the amendment does not consider agricultural uses which were defined at the time of the Plan's adoption. These

agricultural uses were considered and determined to be ‘not permitted’, and therefore not supported by either the Traditional Residential Neighborhood (TRN) Character Area, nor any of the other Character Areas that support land-use modifications.

The County is scheduled to adopt an administrative conversion of land-uses that are consistent with the comprehensive efforts of the new County’s Zoning Ordinance, which will permit urban agriculture in all base zones by-right, subject to certain use-specific standards that are similar to the current Urban Agriculture additional regulations. It is staff’s opinion that it is more prudent to allow the Zoning Ordinance process to be fully implemented. Additionally, staff is concerned that the use of amendments through land-use provision that will sunset in 2020 could set a precedent for introducing ‘grandfather and/or legal non-compliant’ uses. If the amendment is not adopted, it will delay the introduction of ‘urban farming’ as a legal use, but it is staff’s opinion that it is in the public’s interest to wait for the County Zoning Ordinance to take effect.

If the County’s Zoning Ordinance is delayed and/or abandoned, the District Council could reconsider an ‘urban farming’ use in the Traditional Residential Neighborhood Character Area, should it be necessary.

For the reasons detailed above, the Director is recommending the City Council oppose CR-17-2019 and inform Prince George’s County’s District Council of its reasons for its position.

If the District Council is compelled to adopt CR-17-2019, Staff recommends the City Council request that any approval of an ‘urban farming’ use be limited to through a ‘Special Permit’ provision, which will allow for the general public and City of Hyattsville to evaluate the impacts of such a requested use.

Next Steps:

Written testimony must be submitted to the Clerk of the Council by close of business on Wednesday, May 15, 2019. If the City Council chooses to take a position on CB-17-2019, it must approve an 'Action' item at the City Council meeting of May 6, 2019.

Fiscal Impact:

N/A

City Administrator Comments:

For Discussion

Community Engagement:

In 2018 the Prince George’s County Council utilized a robust legislative process to develop and adopt a new Zoning Ordinance and Subdivision Regulations and provide important tools to facilitate the implementation of the Prince George’s General Plan – Plan 2035 - and other County policy goals. The new Zoning Ordinance is intended to streamline procedures, reduce obstacles to achieving the economic development goals of the County, enhance utility and user-friendliness, encourage appropriate public input into the development review process, consolidate and simplify zones and uses, and incentivize development at targeted growth locations.

The newly adopted Zoning Ordinance includes a conversion of zoning category base zones for Residential and Non-Residential land-uses. The administrative procedures for the conversion of land-uses is on-going and expected to be completed and adopted by October 2020. It is likely that the Traditional Residential Neighborhood (TRN) Character Area, predominantly an R-55 base layer, will convert to the new zoning category of RSF-65 – Residential, Single Family – 65. Regardless of its conversion designation, the adopted Zoning Ordinance will permit urban agriculture in all base zones by-right, subject to certain use-specific standards that are similar to the current Urban Agriculture additional regulations, including but not limited to structural/building improvements on-site.

Strategic Goals:

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

Legal Review Required?

N/A



Memo

To: Mayor and City Council
From: Jim Chandler, Asst. City Administrator; Director, Community and Economic Development
Date: April 8, 2019
Re: County Council Resolution CR-17-2019 – Amendment to the Gateway Arts District Development District Overlay (DDO) Table of Uses to permit Urban Farm uses in the TRN
Attachments: CR-17-2019 - Public Notice

The purpose of this memorandum is to provide the City Council with information and a recommendation regarding a proposed amendment to the Gateway Arts District Development District Overlay (DDO) Table of Uses to permit Urban Farm uses in the Traditional Residential Neighborhood (TRN) Character Area.

Amendment Details

Prince George's County Council Resolution CR-17-2019 has been submitted as a proposed amendment to the Gateway Arts District Development District Overlay (DDO) Table of Uses to permit Urban Farm uses in the TRN Character Area. A public hearing on the amendment is scheduled for April 30, 2019 with all written testimony to be submitted to the Clerk of the Council by close of business on Wednesday, May 15, 2019.

Gateway Arts District Sector Plan and Development District Overlay Zone

The Gateway Arts District Sector (GAD) Plan and Sectional Map Amendment for Planning Area 68 was adopted as a revitalization strategy by the Prince George's County District Council in 2004. The Development District Overlay Zones contained within the Plan serve as the regulatory land-use document for parts of the City of Hyattsville, North Brentwood, Brentwood and Mount Rainier. The GAD plan is organized by designated Character Areas (pg. 12), with each designated area subject to specific development standards and permitted land-uses. The plan defines the Traditional Residential Neighborhood (TRN) Character Area as having goals "preserve the single-family residential neighborhood character as anchor of the Arts District, while supporting artists who produce and teach from their homes."

Intent of the Amendment

The Table of Uses contained within the GAD Plan include defined uses per the County Zoning Code. The uses are organized by general use categories (Arts-Related Uses, Commercial Uses, Industrial Uses, Institutional/Educational Residential, etc.) The term 'urban farming' was not a land-use term defined by Prince George's County in 2004, therefore it is appropriate for the County to consider whether the use should be considered through an amendment to the GAD Plan. Similarly, in 2011, the County considered an amendment to the GAD Plan to permit 'Bed and Breakfast', a use that had not been defined within the Table of Uses because it was not an adopted land-use term at the time of the Plan's adoption. The 'Bed and Breakfast' use amendment was supported by the City of Hyattsville and subsequently adopted through CB-39-2009.

Agricultural uses are generally a land-use that is not permitted use, either by-right or through Special Permit, within the Gateway Arts District, per page 188.

Use	Source	TC	APE	NAP	MRC	TRN	NC	SVP
Agricultural Purposes on a lot having a net area of less than five acres	27-441	X	X	X	X	X	X	X
Agricultural Purposes on a lot having a net area of at least five acres	27-441	X	X	X	X	X	X	X

The Table of Uses also includes a category of 'Resource Production/Recovery, which limits permitted uses to the Stream Valley Park Character Area and a prohibited use in all other Character Areas, per page 196.

Use	Source	TC	APE	NAP	MRC	TRN	NC	SVP
Agricultural preservation development, in accordance with Section 27-445.01	27-441	X	X	X	X	X	X	P
Agricultural uses	27-441	X	X	X	X	X	X	SP

In summary, agricultural uses are not a use that is supported in any of the Character Areas of the Gateway Arts District Sector Plan and DDOZ.

Prince George's County Zoning Ordinance and Subdivision Rewrite

In 2018 the Prince George's County Council utilized a robust legislative process to develop and adopt a new Zoning Ordinance and Subdivision Regulations and provide important tools to facilitate the implementation of the Prince George's General Plan – Plan 2035 - and other County policy goals. The new Zoning Ordinance is intended to streamline procedures, reduce obstacles to achieving the economic development goals of the County, enhance utility and user-friendliness, encourage appropriate public input into the development review process, consolidate and simplify zones and uses, and incentivize development at targeted growth locations.

The newly adopted Zoning Ordinance includes a conversion of zoning category base zones for Residential and Non-Residential land-uses. The administrative procedures for the conversion of land-uses is on-going and expected to be completed and adopted by October 2020. It is likely that the Traditional Residential Neighborhood (TRN) Character Area, predominantly an R-55 base layer, will convert to the new zoning category of RSF-65 – Residential, Single Family – 65. Regardless of its conversion designation, the adopted Zoning Ordinance will permit urban agriculture in all base zones by-right, subject to certain use-specific standards that are similar to the current Urban Agriculture additional regulations, including but not limited to structural/building improvements on-site.

Staff Recommendation

As detailed above, agricultural uses are not a use that is supported in any of the Character Areas of the Gateway Arts District Sector Plan and DDOZ. While the argument that Plan did not consider 'urban farming' at the time of adoption is valid, the amendment does not consider agricultural uses which were defined at the time of the Plan's adoption. These agricultural uses were considered and determined to be 'not permitted', and therefore not supported by either the Traditional Residential Neighborhood (TRN) Character Area, nor any of the other Character Areas that support land-use modifications.

The County is scheduled to adopt an administrative conversion of land-uses that are consistent with the comprehensive efforts of the new County's Zoning Ordinance, which will permit urban agriculture in all base zones by-right, subject to certain use-specific standards that are similar to the current Urban Agriculture additional regulations. It is staff's opinion that it is more prudent to allow the Zoning Ordinance process to be fully implemented. Additionally, staff is concerned that the use of amendments through land-use provision that will sunset in 2020 could set a precedent for introducing 'grandfather and/or legal non-compliant' uses. If the amendment is not adopted, it will delay the introduction of 'urban farming' as a legal use, but it is staff's opinion that it is in the public's interest to wait for the County Zoning Ordinance to take effect.

If the County's Zoning Ordinance is delayed and/or abandoned, the District Council could reconsider an 'urban farming' use in the Traditional Residential Neighborhood Character Area, should it be necessary.

For the reasons detailed above, the Director is recommending the City Council oppose CR-17-2019 and inform Prince George's County's District Council of its reasons for its position.

If the District Council is compelled to adopt CR-17-2019, staff recommends the City Council request that any approval of an 'urban farming' use be limited to through a 'Special Permit' provision, which will allow for the general public and City of Hyattsville to evaluate the impacts of such a requested use.



March 25, 2019

Dear Property Owner:

This is notice of a joint public hearing of the Prince George's County Planning Board and District Council on a minor amendment to the Prince George's County Gateway Arts District Development District Overlay (D-D-O) Zone.

PUBLIC HEARING DATE/TIME: April 30, 2019, at 7:00 p.m.
Doors will open at 6:00 p.m.
Planning Staff will be available to answer questions.

PUBLIC HEARING LOCATION: Council Hearing Room
First Floor, County Administration Building
14741 Governor Oden Bowie Drive
Upper Marlboro, Maryland 20772

PURPOSE OF PUBLIC HEARING: To give interested persons an opportunity to comment on the proposal to amend the Gateway Arts District D-D-O Zone Table of Permitted Uses within the 2004 *Approved Sectional Map Amendment for the Prince George's County Gateway Arts District* to permit Urban Farm uses in the Traditional Residential Neighborhood ("TRN") character area of the Gateway Arts Development District.

To view the Council Resolution (CR-17-2019) directing the Planning Board to initiate this minor amendment, and a map showing the Traditional Residential Neighborhood character area, please visit the website at: <http://www.pgplanning.org/4477/MA04GAD>. Hard copies of the sector plan and the map are also available for viewing at:

M-NCPPC, County Administrative Building, Planning Information Services, Lower Level,
14741 Governor Oden Bowie Drive, Upper Marlboro, MD 20772 (8:30 a.m. to 4:30 p.m.)

If you wish to speak at the public hearing, you are encouraged to register in advance by calling the Prince George's County M-NCPPC Public Affairs Division at 301-952-4584. You may also sign up online at <https://www.mncppc.org/1699/Testify-at-Public-Hearing> until 2:00 p.m. on the day of the hearing. Written testimony and/or exhibits may be submitted in lieu of or in addition to oral testimony. To be accepted into the record, written testimony or comments must be original, signed documents. Emails or faxes will not be considered unless followed by an original.

Notice of Joint Public Hearing
Minor Amendment to the Prince George's County Gateway Arts District D-D-O Zone
March 25, 2019
Page 2

Written testimony must be mailed to the Clerk of the Council, County Administration Building, Room 2198, 14741 Governor Oden Bowie Drive, Upper Marlboro, Maryland 20772 prior to the close of business on Wednesday, May 15, 2019, when the public hearing record will close.

If you have any questions regarding this minor amendment please contact the Project Manager, Michael Zamore by e-mail at michael.zamore@ppd.mncppc.org or by phone 301-952-3972.

Sincerely,

A handwritten signature in black ink, appearing to read 'Scott Rowe', with a long horizontal flourish extending to the right.

Scott Rowe
Supervisor, Long Range Planning Section
for
Michael Zamore
Project Manager

Cc: Redis C. Floyd, Clerk of the Council

Uses Permitted

The letter **P** indicates that the use is permitted in the character area. The letters **SP** indicate that the use is permitted with a special permit and will require a detailed site plan process. (Applicants will be assigned a DSP and an SP for all applications within the Gateway Arts District.) The letter **X** indicates that the use is prohibited. The **source** column references the location in the Zoning Ordinance that is the basis for the use in the table. In some cases the use as it appears in the table is verbatim, in other cases the description of a use that appears in the Zoning Ordinance has been modified but is based on the Zoning Ordinance description. Where there is no reference to the Zoning Ordinance, the uses are being added via the Development District Overlay Zone and did not previously exist in the Zoning Ordinance. If the use is not listed in the table, it is prohibited.

It should be noted that this table controls the underlying uses listed in the Zoning Ordinance. Thus, some of the uses permitted in a character area might be prohibited in the underlying zone's use table as listed in the Zoning Ordinance. For example, many residential uses are prohibited in industrial zones but are now permitted in the I-2 Zone within the arts production and entertainment character area because it is consistent with the goals of the Arts District. In addition, many uses that have an adverse impact upon the character area due to scale, traffic, noise or other elements may be permitted in the underlying zones but, as listed in the table, are prohibited by the Gateway Arts Development District Overlay Zone. However, the affected properties are very limited and would not create adverse impact to their surrounding development. As a result, there are very few zoning changes to the underlying zones in the sectional map amendment section.

In general, most commercial and industrial zones now support a mix of uses of varying scale and intensity. Uses that have been added include arts production, art-related services, artistic endeavors, computers and digital arts, lifestyle uses (such as café and bakery), and dwelling styles that support artists. Certain uses have been limited as disruptive and out of scale with the character area. For example, institutional uses will no longer be allowed within single-family neighborhoods except as an adaptive reuse of an existing institutional building. Uses incompatible with either pedestrian-orientation or family aspects of character areas have been similarly limited.

Legend:

TC	Town Center
APE	Arts Production and Entertainment
NAP	Neighborhood Arts and Production
MRC	Multifamily Residential Community
TRN	Traditional Residential Neighborhood
NC	Neighborhood Commercial
SVP	Stream Valley Park

Use	Source	Character Areas						
		TC	APE	NAP	MRC	TRN	NC	SVP
(B) All others	27-473	X	SP	X	X	X	X	X
Commercial recreational development	27-461	X	X	X	X	X	X	X
	27-441							
Consolidated storage	27-461	X	SP	SP	X	X	X	X
Contractor's office (general) as a permanent use, including the businesses of siding, flooring, roofing, plumbing, air conditioning, heating, painting, carpentry, electrical work, landscaping and the like, with buildings and uses accessory to the business (as well as the office) use:	27-461							
	27-461	X	P	SP	X	X	X	X
	new	X	X	X	X	X	X	X
	27-461							
Contractor's office (must include sanitary facilities), construction yard or shed, or storage building (in connection with a construction project) as a temporary use	27-473	P	P	P	P	P	P	P
	27-441							
	27-461	X	P	P	X	X	X	X
Hardware fabrication and manufacturing of products from material produced elsewhere	27-461	X	P	P	X	X	X	X
Home occupations for residents, when not otherwise allowed	27-441	P	P	P	P	P	P	P
Ice vending machine for block ice	27-473	X	SP	X	X	X	SP	X
Increase in height of accessory building (not to exceed the height of the main structure), used for:	27-441							
(A) Servant, household help living quarters	27-441	X	P	P	X	P	X	X
(B) Agricultural purposes on a lot having a net area of less than five acres	27-441	X	X	X	X	X	X	X
(C) Agricultural purposes on a lot having a net area of at least five acres	27-441	X	X	X	X	X	X	X
(D) Office	27-441	X	P	P	X	X	X	X
(E) Artist Studio	new	P	P	P	P	P	P	P
Mobile home, with use for which amusement taxes collected, as a temporary use	27-461	P	P	P	X	X	P	P
Recycling collection center as a temporary use, in accordance with Sections 27-260 and 27-261	27-473	P	P	SP	X	X	P	X
Recycling collection center, paper only (limited to collection, storage, and shipping):	27-461	X	X	X	X	X	X	X
Rental business for items permitted to be sold (except as otherwise specified)	27-473	SP	P	SP	X	X	SP	X
	27-461							

Use	Source	Character Areas						
		TC	APE	NAP	MRC	TRN	NC	SVP
Planned retirement community	27-461							
	27-473	SP	X	X	SP	X	X	X
	27-441							
Recreational community development, in accordance with Section 27-444	27-441	X	X	X	X	X	X	X
Rental of guest rooms (by the residents):	27-441	X	X	X	X	X	X	X
Residential Revitalization: Comprising any form of proposed multifamily, attached one-family or detached one-family dwellings, in a residential revitalization project, as shown on a detailed site plan approved in accordance with Section 27-445.09	27-441	SP	X	X	SP	X	X	X
Rooming houses	27-441	X	X	X	X	X	X	X
Tourist cabin camp	27-461 27-441	X	X	X	X	X	X	X
Tourist home	27-461 27-441	X	X	X	X	X	X	X
Townhouse, in general	27-441							
(A) If allowed in the underlying zone		P	P	P	P	P	X	X
(B) All other		P	X	X	X	X	X	X
Loft-style housing above the first floor		P	P	SP	P	X	X	X
Transitional shelter for the homeless	27-461 27-473	SP	X	X	X	X	X	X
(9) RESOURCE PRODUCTION/RECOVERY:	27-461 27-441							
Agricultural preservation development, in accordance with Section 27-445.01	27-441	X	X	X	X	X	X	P
Agricultural uses	27-441 27-461 27-473	X	X	X	X	X	X	SP
Sand and gravel wet-processing	27-461 27-473 27-441	X	X	X	X	X	X	X
Sawmill	27-441	X	X	X	X	X	X	X
Surface mining	27-461 27-473 27-441	X	X	X	X	X	X	X



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Planning & Development

Agenda Section:

SUBJECT

Revitalization Tax Credit Application: Urban Investment Partners/Hyattsville Town One LLC (10 minutes)

HCC-369-FY19

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Memo - UIP- RTC Application - Discussion 4.11.2019.docx](#)

Summary Background:

The applicant, Urban Investment Partners/Hyattsville Town One LLC, is requesting the City Council to consider a Revitalization Tax Credit of up to \$3,000,000 be applied to the proposed 285 multi-family residential dwelling unit, 32,000 square feet of commercial retail space and publicly accessible amenity spaces.

The applicant is proposing specific infrastructure improvements, which exceed the minimum Development Standards for the Gateway Arts District Sector Plan. These improvements include placement of utilities below grade and improvements to property that will be made available for public use. The applicant has submitted tax credit requests to both the City of Hyattsville and Prince George's County, requesting tax relief as a means to finance these improvements.

The City has completed a review of applicant's financial information and in working with Partners for Economic Solutions, our consulting team, completed an analysis the applicant's projected financing gap to determine (1) whether to recommend the City Council approve a tax credit, (2) the recommended value of the credit and (3) the structure of the credit.

Next Steps:

The City Council will consider action on May 6, 2019.

Fiscal Impact:

Comments pending from Finance

City Administrator Comments:

Staff has completed its assessment of the applicant's request for a Revitalization Tax Credit from the City of Hyattsville and is recommending the City Council approve the applicant's request, subject to specific conditions that include, but are not limited to the following:

1. Term and total value of the credit;
2. Public infrastructure improvements to be completed by the applicant as part of the proposed site improvements;
3. Commercial tenant mix and leasing requirements;
4. Permanent local employment requirements.

Community Engagement:

A public hearing was held on Monday, March 18, 2019 at 7:30 PM to hear testimony from the applicant and general public, per the requirements of §108-4 Revitalization Tax Credit section of the City Code.

Strategic Goals:

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

Legal Review Required?

Pending



Memo

To: City Council

From: Jim Chandler, Director, Community and Economic Development

CC: Tracey Nicholson, City Administrator
Ron Brooks, Treasurer

Date: April 10, 2019

Re: Revitalization Tax Credit Application: Urban Investment Partners/Hyattsville Town One LLC

The City of Hyattsville has received and evaluated a Revitalization Tax Credit application from Hyattsville Town One LLC via its parent company Urban Investment Partners.

Summary

In 2013, the City of Hyattsville adopted §108-4 Revitalization Tax Credit (RTC) as an economic development tool to incentivize investment in the City's three commercial corridors. The ordinance provides the City Council with a great deal of latitude as to the manner in which the RTC is applied, provided the credit meets the geographical and terms authorized through the ordinance.

The applicant is required to provide the City with financial documents, several of which are documents required by lenders for underwriting the project financing, that are further analyzed by the City to determine whether there is a projected revenue gap that prevents the project from yielding a specified return on investment relative to the market.

The summary of specifics of the Revitalization Tax ordinance are as follows:

- Per §108-4 Revitalization Tax Credit section of the City Code, the City Council may consider incentives to encourage economic development and redevelopment in the City by creating revitalization districts.
- The City Council may by resolution grant in its reasonable discretion a property tax credit against the City's real property tax for a period not to exceed ten (10) years imposed on real property located within a revitalization district if the property is substantially improved, constructed upon or redeveloped and is reassessed as a result of the improvement, construction or redevelopment at a substantially higher value than that assessed prior to the improvement, construction or redevelopment.

- For any proposed improvement, construction or development the City Council may set a deadline as appropriate for the proposed improvement, construction or redevelopment to commence construction, or completion date, or other conditions as applicable to the particular improvement, construction or redevelopment.
- An eligible property may receive a tax credit on all or part of those City real property taxes imposed on the property, but only those real property taxes which are attributable to or based on the increased assessment resulting from the taxable improvements, construction or reconstruction upon project completion. The duration of the tax credit granted shall not exceed ten (10) years.

Applicant: Hyattsville Town One LLC - Urban Investment Partners

The applicant, Urban Investment Partners/Hyattsville Town One LLC, is requesting the City Council to consider a Revitalization Tax Credit of up to \$3,000,000 be applied to the proposed 285 multi-family residential dwelling unit, 32,000 square feet of commercial retail space and publicly accessible amenity spaces.

The applicant is proposing specific infrastructure improvements, which exceed the minimum Development Standards for the Gateway Arts District Sector Plan. These improvements include placement of utilities below grade and improvements to property that will be made available for public use. The applicant has submitted tax credit requests to both the City of Hyattsville and Prince George's County, requesting tax relief as a means to finance these improvements.

The City has completed a review of applicant's financial information and in working with Partners for Economic Solutions, our consulting team, completed an analysis the applicant's projected financing gap to determine (1) whether to recommend the City Council approve a tax credit, (2) the recommended value of the credit and (3) the structure of the credit.

Staff Recommendation

Staff has completed its assessment of the applicant's request for a Revitalization Tax Credit from the City of Hyattsville and is recommending the City Council approve the applicant's request, subject to specific conditions that include, but are not limited to the following:

1. Term and total value of the credit;
2. Public infrastructure improvements to be completed by the applicant as part of the proposed site improvements;
3. Commercial tenant mix and leasing requirements;
4. Permanent local employment requirements.

We anticipate the City Council to consider action related to this item on, or before May 6, 2019.



Hyattsville City Council Agenda Item Report

Meeting Date: April 15, 2019
Submitted by: Nicola Konigkramer
Submitting Department: City Clerk
Item Type: Community Notices
Agenda Section:

SUBJECT

City Calendar: April 16 - April 29, 2019

HCC-372-FY19

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Main City Calendar_ Apr 16 - Apr 29 2019.docx](#)

Summary Background:

N/A

Next Steps:

N/A

Fiscal Impact:

None

City Administrator Comments:

N/A

Community Engagement:

N/A

Strategic Goals:

Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?

N/A

Main City Calendar: April 16 – April 29, 2019

Weekly Program Offerings

Ageless Grace Senior Exercise Classes

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

Creative Minds

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

Teen Center

Every school day, starting at 3:30 PM @ Magruder Park

City Calendar: April 16 – April 29, 2019

Senior Art Classes

April 16, 10:30 AM – 12:30 PM @ Art Works Now

The City and Art Works Now are holding free senior art classes through May 28, 2019. Registration is required. Contact Beryl Johnson at (301) 985-5058.

Ethics Commission Meeting

April 16, 7:00 PM @ City Building, 3rd Floor Mayor's Office

Planning Committee Meeting

April 16, 7:30 PM @ City Building

Hyattsville Corridor Community Meeting

April 17, 6:00 PM – 7:30 PM @ City Building, 2nd Floor Prangley Room

Code Compliance Advisory Committee Meeting

April 17, 7:00 PM @ City Building

Ethics Commission Meeting

April 19, 7:00 PM @ City Building, 3rd Floor Mayor's Office

Spring Cleanup Days: Electronic and Paint Recycling Day

April 20, 11:00 AM – 1:00 PM @ Public Works Facility, 4622 Arundel Place

Electronics can be dropped off as well as wet paint in its original container for \$5 per container.

Call-A-Bus Grocery Trips

April 22, 11:00 AM – 1:00 PM

The bus picks up at Friendship Arms and by appointment by calling (301) 985-5000 by 2 PM the day before the trip.

Ward 1 Check-In

April 22, 6:30 PM – 7:30 PM @ City Building, 1st Floor Multipurpose Room

Senior Art Classes

April 23, 10:30 AM – 12:30 PM @ Art Works Now

The City and Art Works Now are holding free senior art classes through May 28, 2019. Registration is required. Contact Beryl Johnson at (301) 985-5058.

Main City Calendar: April 16 – April 29, 2019

City Anniversary Carnival
April 25 – April 28 @ Magruder Park

Education Advisory Committee Meeting
April 25, 6:30 PM @ City Building

Health, Wellness, and Recreation Advisory Committee Meeting
April 25, 7:00 PM @ City Building

Early Voting
April 27, 11:00 AM – 7:00 PM @ Magruder Park

City Anniversary Parade
April 27, 11:00 AM @ Magruder Park

City Anniversary Music & Fireworks
April 27, 6:30 PM @ Magruder Park

Call-A-Bus Grocery Trips
April 29, 11:00 AM – 1:00 PM

Special Council Meeting
April 29, 2019, 8:00 PM @ The City Building, 3rd Floor Council Chambers