City Council of Hyattsville, Maryland

AGENDA
City Council Regular Meeting
Monday, April 3, 2017
7:30 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
Bart Lawrence, Council Vice President, Ward 1
Kevin Ward, Ward 1
Robert S. Croslin, Ward 2
Shani N. Warner, Ward 2
Patrick A. Paschall, Ward 3
Thomas Wright, Ward 3
Paula J. Perry, Ward 4
Ruth Ann Frazier, Ward 5
Joseph Solomon, Ward 5

ADMINISTRATION

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

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

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1. **Call to Order and Council Roll Call**

2. **Pledge of Allegiance to the Flag**

3. **Approval of Agenda**

4. **Approval of the Minutes**
Approval of the Minutes
I move that the Mayor and Council approve the Council Meeting Minutes for the Council Meeting of December 19, 2016 and January 9, 2017.
Motion #: N/A
Sponsor(s): At the Request of the City Administrator
December 19 Minutes_FINAL.pdf

Jan 9 Minutes_FINAL.pdf

5. **Motion to Close (7:30 p.m.)**
Motion to Close
I move that the Mayor and Council close the Council Meeting of April 3, 2017 in order to discuss personnel matters and to consult with the City Attorney to obtain legal advice pertaining to contract negotiations, to discuss such contract negotiations and to consider the investment of public funds.

This session will be closed under the authority of the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals, (5) to consider the investment of public funds, (7) to consult with counsel to obtain legal advice and (14) to discuss, before a contract is awarded or bids are opened, 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.
Motion #: 156-04-FY17
Sponsor(s): At the Request of the City Administrator

6. **Public Comment (8:05 p.m. – 8:15 p.m.) Limit 2 minutes per speaker**

7. **Presentations (8:15 p.m. – 8:50 p.m.)**
7.a.) Certification of 2017 Election Candidates (5 minutes)
Motion #: Presentation Only
Sponsor(s): Board of Supervisors of Elections
2017 Certificate of Candidates for Election.pdf

7.b.) FY-2015 Audit Update (5 minutes)

Motion #: Presentation Only
Sponsor(s): At the Request of the City Administrator

7.c.) ATHA Maryland Milestones Annual Update (10 minutes)
Motion #: Presentation Only
Sponsor(s): At the Request of the City Administrator
Memo - ATHA Maryland Milestones.docx

ATHA Visitors Guide.pdf

ATHA Family Activities.pdf

7.d.) Prince George's County DPW&T Capital Bikeshare Program (15 minutes)
Motion #: Presentation Only
Sponsor(s): At the Request of the City Administrator
Memo - Prince Georges DPWT - CaBi Presentation.docx

Hyattsville City Council_4-3_17.pptx

8. Consent Items (8:50 p.m. - 8:55 p.m.)
8.a.) Arbor Day Proclamation
I move that the Mayor and Council proclaim April 5th Arbor Day in the City of Hyattsville.
Motion #: 157-04-FY18
Sponsor(s): At the Request of the City Administrator
Arbor Day Proclamation 2017.docx

8.b.) County Zoning Variance Request V-20-17: 4915 42nd Place, Hyattsville
I move that the Council authorize the Mayor to send a letter of support to the Prince George's County Board of Zoning Appeals, per the City of Hyattsville's Zoning Variance Policy, in support V-20-17, a request for a waiver of the front yard depth requirement of 25-feet allowing a variance of a 10.5-feet front yard depth.
Motion #: 158-04-FY17
Sponsor(s): At the Request of the City Administrator
Memo - V-20-17 4915 42nd Place.pdf

City of Hyattsville Zoning Variance Policy Statement and Variance Process 10 3 11.pdf

9. Action Items (8:55 p.m. – 9:15 p.m.)
8.a.) Hyattsville Ordinance 2017-02, An Ordinance whereby the City Council establishes itself as a Sanctuary City and establishes that the City of Hyattsville does not intervene in federal immigration matters. (10 minutes)
I move that the Mayor and Council introduce Hyattsville Ordinance 2017-02, an Ordinance whereby the City Council establishes itself as a Sanctuary City and establishes that the City of Hyattsville does not intervene in federal immigration matters (FIRST READING).
Motion #: 159-04-FY17
Sponsor(s): Paschall, Hollingsworth, Wright, Warner, Ward, Solomon, Lawrence, Haba, Croslin

HO 2017-02 Non-intervention Ordinance to Mayor and Council 3.28.17_FINAL.pdf

8.b.) Resolution 2017-01: Maryland DHCD Sustainable Communities Designation (10 minutes)
I move that the Mayor and Council introduce and adopt Hyattsville Resolution 2017-01, a Resolution of the Mayor and City Council of the City of Hyattsville, Maryland, for the purpose of designating the City of Hyattsville as a Sustainable Community, pursuant to the attached Sustainable Community map (and Sustainable Community Plan, as further described in the Sustainable Community Application, for approval either directly by the Department of Housing and Community Development of the State of Maryland or through the Smart Growth Subcabinet of the State of Maryland. (FIRST READING AND ADOPTION)
Motion #: 160-04-FY17
Sponsor(s): At the Request of the City Administrator

Memo - Maryland DHCD Sustainable Communities Designation.docx

Resolution 2017-01 Sustainable Communities - Hyattsville.doc

Sustainable Community Designated Area_03302017.pdf

10. Discussion Items (9:15 p.m. – 9:55 p.m.)

10.a.) Electronic Sign Purchase (10 minutes)
Motion #: Discussion, Scheduled for Action/Consent on 4/17
Sponsor(s): At the Request of the City Administrator

Electronic Sign Background_2017-04-03.docx

10.b.) Residential Parking Zone Committee (30 minutes)
Motion #: Discussion
Sponsor(s): At the Request of the City Administrator

Memo_-_Residential_Parking_Zone_-_Staff_Review.docx

RPZ Committee Recommendations - March 2017.pdf

Residential Parking Committee Recommendations 9.29.16.pdf

11. Council Dialogue (9:55 p.m. – 10:05 p.m.)

12. Community Notices and Meetings
City Calendar: April 4 - 12, 2017
Motion #: N/A
Sponsor(s): At the Request of the City Administrator

Main City Calendar_Apr 4-12 2017.pdf

13. Motion to Adjourn

REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD
MONDAY DECEMBER 19, 2016

1) Call to Order and Council Roll Call

Mayor Hollingsworth called the meeting to order at 8:09 p.m., noting that the start of the meeting had been delayed due to a technical issue.

Present: Mayor Candace Hollingsworth
Ward 1 Council Vice President Bart Lawrence
Ward 1 Councilmember Kevin Ward
Ward 2 Councilmember Robert Croslin
Ward 2 Councilmember Shani Warner
Ward 3 Councilmember Patrick Paschall
Ward 3 Councilmember Thomas Wright
Ward 4 Councilmember Paula Perry
Ward 5 Councilmember Joseph A Solomon

Absent: Ward 4 Council President Edouard Haba
Ward 5 Councilmember Ruth Ann Frazier

Also present were the following City staff members:
City Administrator, Tracey E. Nicholson
Assistant City Administrator, Dir. of Community and Economic Development Jim Chandler
City Treasurer, Ron Brooks
City Clerk, Laura Reams
Assistant City Clerk, Lillie Littleford
Intern, Nicola Konigkramer

2) Pledge of Allegiance to the Flag

3) Approval of Agenda

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Lawrence
SECONDER:	Warner
AYES:	Hollingsworth, Lawrence, Ward, Warner, Paschall, Wright, Perry, Solomon, Croslin
NAYS:	None
ABSENT:	Haba, Frazier

4) Approval of the Minutes

I move that the Mayor and Council approve the Council Meeting Minutes for the following meetings 1) Council Work Session of September 28, 2016 and 2) Public Hearing of October 26, 2016.

Councilmember Paschall made a minor correction to change the Public Hearing minutes to correct the salutation for a speaker.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Lawrence
SECONDER:	Ward
AYES:	Hollingsworth, Lawrence, Ward, Warner, Paschall, Wright, Perry, Solomon, Croslin

NAYS:	None
ABSENT:	Haba, Frazier

5.) Public Comment

There were no individuals present who wished to address the Mayor and Council.

6.) Presentations

6. a FY-2015 Audit Update

Treasurer Brooks provided a brief update on the FY-2015 Audit, he noted that the audit was in its last phase and he hoped to have the finished audit in the next 2 to 3 weeks. Councilmember Paschall thanked Treasurer Brooks for the accounting of recent budget amendments and clarifications. He added that he was comfortable relaying to residents that there had not been many added additions to the budget, and that the many of the budget transactions presented to Council had been for receiving and appropriating grants.

7.) Consent Items

7.a) FY17 Budget Amendment: Purchase of Call-A-Bus

Motion #: 92-12-FY17 I move that the Mayor and Council amend the FY17 Budget and re-appropriate $20,000 from #70 Sanitation Operations Capital Equipment Fund to #70 Recreation Operations Capital Outlay Fund in the FY17 Capital Improvements Budget for the purchase of a Call-A-Bus/Community Services Transport Vehicle, and authorize the City Administrator to expend an amount not to exceed $55,000 on a 2017 Ford Champion Challenger from Rohrer School and Commercial Bus Sales.

7.b) FY17 Budget Amendment: Full-Time Temporary Elections Coordinator

Motion #: 93-12-FY17 I move that the Mayor and Council amend the FY17 budget for the City Clerk by authorizing the Full-Time Temporary Position of Elections Coordinator and increasing the departments total budget appropriation by $26,000 to cover the cost of salary and equipment for this position.

7.c) FY17 Budget Appropriation: "Share Our Strength Cooking Matters At The Store"

Motion #: 94-12-FY17 I move that the Mayor and Council amend the FY-2017 Community Services budget and accept and appropriate the $1,000 grant from Share Our Strength to support the nutritional tours at local grocery stores for seniors and people with disabilities.

7.d) FY17 Budget Appropriation: Operation Santa with a Badge Grant from Target Corporation

Motion #: 95-12-FY17 I move that the Mayor and Council accept and appropriate into the FY2017 budget a grant from the Target Corporation in the amount of $2,000 to support the 2016 Operation Santa with a Badge program.

7.e) Schedule Council Work Session

Motion #: 96-12-FY17 I move that the Mayor and Council schedule a Council Work Session to be held on Wednesday, February 15th at 8:00 pm to discuss the strategic planning for the City owned facilities.

7.f) Contract extension between American Traffic Solutions (ATS), Howard County Department of Police and the City of Hyattsville

Motion #: 97-12-FY17 I move that the Mayor and Council approve a contract extension between American Traffic Solutions (ATS), Howard County Department of Police and the City of Hyattsville for the Automated Red Light Enforcement Program. The term of the contract extension will end on December 31, 2017.

7.g) Hyattsville Youth @ work/Summer Youth Enrichment Program Partnership

Motion #: 98-12-FY17 I move that the Mayor and Council authorize the City Administrator (and/or her designee) to negotiate a memorandum of understanding with Prince George's County Office of Human Resources, Recruitment, Examination and Classification Division on agreeable terms of Hyattsville to serve as a host site for the Prince George's County Youth@Work/Summer Youth Enrichment Program (SYEP).

7.h) Council of Governments Policy Committee Appointments

Motion #: 99-12-FY17 I move that the Mayor and Council make the following appointments to the Council of Governments Policy Committees for a term of one-year, beginning on January 1, 2017:

- Region Forward Coalition: Mayor Candace B. Hollingsworth, with staff alternate Jim Chandler
- -Human Services & Public Safety Policy Committee: Mayor Candace B. Hollingsworth, with Staff alternate Jake Rollow.
- -Climate Energy & Environment Policy Committee: Mayor Candace B. Hollingsworth, with staff alternate Lesley Riddle
- -Chesapeake Bay & Water Resources Policy Committee: Mayor Candace B. Hollingsworth, with staff alternate Lesley Riddle

7.i) Re-appointment to the Hyattsville Environment Committee

Motion #: 100-12-FY17 I move that the Mayor and Council re-appoint Jim Groves (Ward 2), Janet Nackoney (Ward 2) and Julie Wolf (Ward 2) to the Hyattsville Environment committee for a term of 2 years to expire on December 31, 2018.

7.j) Appointments to the Education Advisory Committee

Motion #: 101-12-FY17 I move the Mayor and Council appoint Jen Kubit (Ward 4, re-appointment), Jan Edwards (Ward 1), Daniel Broder (Ward 2), Deyo Johnson (Ward 2), Carter Ross (Ward 2, re-appointment), Frank Mills (Ward 3) and Cynthia Totten (Ward 4, re-appointment) to the Education Advisory Committee for a term of 2 years to expire on December 31, 2018.

7.k) Re-appointment to the Code Compliance Advisory Committee

Motion #: 102-12-FY17 I move that the Mayor and Council reappoint Deanna Mc Dermon (Ward 5) to the Code Compliance Advisory Committee for a term of 2 years to expire on December 31, 2018.

7.l) Re-appointment to the Ethics Commission

Motion #: 103-12-FY17 I move that the Mayor and Council re-appoint T. Carter Ross (Ward 2) to the Ethics Commission for a term of 2 years to expire on December 31, 2018.

7.m) Appointments to the Planning Committee

Motion #: 104-12-FY17 I move that the Mayor and Council appoint Thomas Sheffer (Ward 1, re-appointment), Chad Copeland (Ward 1, re-appointment), Todd Dengel (Ward 2) and William Maxwell (Ward 5) to the Planning Committee for a term of 2 years to expire on December 31, 2018.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Lawrence
SECONDER:	Paschall
AYES:	Hollingsworth, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Perry, Solomon
NAYS:	None
ABSENT:	Haba, Frazier

8) Action Items

8.a Hyattsville Resolution 2016-05: Election 2017 Ballot Question: Composition of Council

Motion #: 105-12-FY17 I move that the Mayor and Council adopt Hyattsville Resolution 2016-05, a Resolution of the City Council of Hyattsville Maryland whereby the City Council directs the Board of Supervisors of Elections for the City to place an advisory, non-binding referendum question on the ballot for the upcoming 2017 regular election. The referendum question requests the input of votes regarding the number of Councilmembers on the City Council, as well as requesting information on the number and size of the election wards, the number of Councilmembers per ward, and whether there should be any Councilmember elected at large by all the voters of the City.

Mayor Hollingsworth briefed the Council on the revisions made to the Referendum Resolution. Councilmember Warner asked if there was a way for the election results to link individual responses to each question to measure how one person answered each question. City Clerk Reams stated she did not believe that there was a way to capture that type of information but would check with the city's election vendor. Councilmember Paschall said he would be concerned about linking data to individual voter choices. There was a short conversation as to the capability of capturing data and the type of information residents would want to see.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Lawrence
SECONDER:	Paschall
AYES:	Hollingsworth, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Perry, Solomon
NAYS:	None
ABSENT:	Haba, Frazier

8.b Comcate Contract for Services

Motion #: 106-12-FY17 I move that the Mayor and Council authorize the City Administrator to renew and execute a software licensing contract with Comcate Inc., 144 Linden Street, Oakland, California for a term of 12 months, upon the review and approval of the City Attorney.

Assistant City Administrator Chandler briefed the Mayor and Council on the renewal contract for Comcate. Mr. Chandler noted that the pending Enterprise Resource Planning (ERP) implementation may affect how the City moves forward with the Parking contract after the 12-month extension. Councilmember Ward asked when the City planned to implement the ERP system. Assistant City Administrator Chandler said he

anticipated a recommendation for vendor selection would come to the Council in early January and a timetable for implementation would accompany the recommendation.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Lawrence
SECONDER:	Warner
AYES:	Hollingsworth, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Perry, Solomon
NAYS:	None
ABSENT:	Haba, Frazier

9) Discussion Items

9.a) Establishing regulations governing the disposal of pet waste (10 minutes)

Mayor Hollingsworth explained the proposal was based on requests she had received from residents who asked for clearly defined standards for the disposal of pet waste in the community. She stated that a draft ordinance had been included in the background information. There was a discussion on the proper section of the Code to place the ordinance and if the ordinance was already appropriately addressed in the City Code.

9.a) Residential Parking Zone Committee – Recommendations to City Council (10 minutes)

Assistant City Administrator Chandler gave a brief review of the recommendations from the Residential Parking Zone Committee and stated staff had reviewed the recommendations and provided feedback to the Council on possible fiscal impact. He added staff intended to give Council time to digest the recommendations and staff feedback before directing the City Attorney to draft new parking regulations.

There was a discussion regarding the elimination of the 2-hour grace period. Several councilmembers said they did not support the recommendation. Assistant City Administrator Chandler provided details on how the grace period was currently handled by staff.

Councilmember Perry brought up an issue with vehicles parking in the incorrect permit zone and asked about the procedure for ticketing. Council Vice President Lawrence acknowledged the hard work of the committee and asked how the Council would proceed with the committee recommendations that were outside of the committee's scope.

Assistant City Administrator Chandler asked Council how they would like to proceed with evaluating each recommendation, and asked if Council would like to formally vote on each item. Councilmember Solomon asked if Council could receive a prioritized list of recommendations so easily accomplished items could be addressed first. There was a brief discussion on how the Council would proceed. Mayor Hollingsworth and Councilmember Paschall expressed preference for evaluating changes to the parking program as a whole. At the close of the discussion Mayor Hollingsworth asked Council to send outstanding questions and feedback to staff. She stated the item would return for additional discussion on a future agenda.

9.c Hyattsville Ordinance 2016-03: Revisions to Chapter 8, Elections Code (15 minutes)

Clerk Reams provided background information on the revised version of City Code Chapter 8 and detailed the proposed timeline for adoption. Councilmember Paschall highlighted several areas of the ordinance where he had outstanding questions. He said he took an extensive look at the ordinance and believed there were three areas that needed more discussion. The current language included a 180-day statute of

limitations for campaign violations. He noted an alternative idea had been proposed by Council President Haba, to allow for complaints to be filed 180 days prior to the election and 30 days past the election. He said either option seemed to be workable to him. Councilmember Paschall then stated his preference to restrict campaign contributions from businesses, but added the proposed prohibition may require attorney research to ensure the City could legally restrict such contributions.

Councilmember Wright said he was not sure restating the definition in 8-21(c) was necessary, but he understood Councilmember Paschall's point. He brought up the provision for having a separate campaign account and noted the difficulty he had establishing a campaign account when he ran for office and the compressed timeframe of the election. He asked if there was a way the City could establish a relationship with a local bank to make the process easier. He added that he did not want the difficulty of opening a campaign bank account to dissuade someone from running for office. Clerk Reams said that City staff had been considering seeing it if was possible for the City to establish a relationship with a local bank to assist candidates, but noted that the City would not limit candidates to utilizing only one bank. Councilmember Wright said that he had to visit multiple banks before he could set up an account and asked if the Board of Elections could do a pre-certification for candidates. Clerk Reams said the Board of Elections had discussed providing such a letter.

Councilmember Solomon said he liked what had been presented but asked if a definition of a financial institution could be included in the final ordinance. He also said he would like to think about Section 8-23(g), which allowed the Board of Elections discretion in certifying candidates, if the individual had not filed all required reports or consistently failed to observe required election procedures, noting that it was an expansion of the Board's authority.

Councilmember Lawrence asked if Clerk Reams was clear on how to proceed. Clerk Reams asked for clarity from the body on the three items brought up by Councilmember Paschall. Councilmember Warner asked about the timeframe for the release of campaign finance reports. Clerk Reams stated that finance reports were posted to the City's website within 24-48 hours upon receipt.

Clerk Reams also asked if the body concurred with Councilmember Paschall's recommendation to restrict businesses from contributing to campaigns. Several Councilmembers voiced agreement. Mayor Hollingsworth noted that she was not in favor of restricting contributions from businesses, stating she felt that businesses are residents and stakeholders in the community. Councilmember Wright clarified the provision would not restrict business owners from contributing to a campaign from their personal funds.

Councilmember Warner inquired about Section 8-22(d), regarding the disposition of surplus funds and asked what were the intent of the restrictions. Clerk Reams said there had been very little guidance to candidates in the past as to what was acceptable and the Board of Elections and City Attorney had looked to neighboring municipalities for a model, and staff was open to suggestions. Mayor Hollingsworth stated she did not believe the proposed section was overly restrictive, adding the current wording allowed candidates to use funds in the service of the role, for example for communications. Clerk Reams concurred with Mayor Hollingsworth and added candidates with excess funds were also required to file annual reports. Councilmember Warner said the interpretation that the funds could be used to do the job of a councilmember was acceptable to her. Councilmember Paschall said he believed the language allowed the candidate to continue campaign activity but added the language did not state that the funds were required to go into the furtherance of the campaign. He asked if clarifying language could be added to specifically state that expended funds what the funds could not be used for.

Councilmember Paschall redirected the conversation back to the separate campaign account and noted he did not believe it was acceptable for the City to be a collaborative entity with a bank. Clerk Reams clarified that the Council seated the newly elected councilmembers. Council Vice President Lawrence asked about

the time period for filing a complaint. Clerk Reams noted that the Board of Elections had expressed a preference for a shorter time frame after the election.

There was a brief discussion regarding contributions from business owners. Councilmember Solomon asked about the complaint and investigation process for campaign finance violations, and if the expenditure of funds were subject to state law. Councilmember Paschall said the state did not have jurisdictions over municipal campaign finance violations. Councilmember Solomon referenced a modification to state law in 2014. Mayor Hollingsworth clarified the state law had been modified to require candidates to submit campaign finance reports to the state.

The discussion circled back to campaign bank accounts. Councilmember Wright again expressed his concern that candidates may have difficulty opening the required account. After discussion and input from other members of Council, Councilmember Warner suggested the language be amended to strike the word, "campaign" from the type of account. Councilmember Paschall said he did not think it was unreasonable to limit the time to file a report after an election, but that he thought a 10-day limit was unworkable. He asked for the City Attorney to provide clarity on that section of the ordinance.

After some additional discussion on the requirement for a separate bank account, Councilmember Paschall stated he did not believe there were any substantive policy disagreements remaining on the ordinance and said he hoped the Council feedback had been helpful.

9. Council Dialogue

The Council wished residents and staff happy holidays.

10. Community Notices and Meetings

10.a) City Calendar: December 6 - December 19, 2016

Main City Calendar_Dec 6 to Dec 19.docx

11. Motion to Adjourn

The meeting adjourned at 9:56 p.m.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Croslin
SECONDER:	Warner
AYES:	Hollingsworth, Lawrence, Ward, Warner, Paschall, Wright, Perry, Solomon, Croslin
NAYS:	None
ABSENT:	Haba, Frazier

1) Call to Order and Council Roll Call

Mayor Hollingsworth called the meeting to order at 8:06 p.m.

Present: Mayor Candace Hollingsworth
Ward 4 Council President Edouard Haba
Ward 1 Council Vice President Bart Lawrence
Ward 1 Councilmember Kevin Ward
Ward 2 Councilmember Robert Croslin
Ward 2 Councilmember Shani Warner
Ward 3 Councilmember Patrick Paschall
Ward 3 Councilmember Thomas Wright
Ward 5 Councilmember Joseph A Solomon

Absent: Ward 4 Councilmember Paula Perry
Ward 5 Councilmember Ruth Ann Frazier

Also present were the following City staff members:
City Administrator Tracey E. Nicholson
Assistant City Administrator, Dir. of Community and Economic Development Jim Chandler
City Treasurer Ron Brooks
Director of Human Resources Vivian Snellman
Director of Community Services Jake Rollow
City Clerk Laura Reams
City Attorney E.I. Cornbrooks, IV
Assistant City Clerk Lillie Littleford
Elections Coordinator Nicola Konigkramer

2) Pledge of Allegiance to the Flag

Boy Scout Troop #224 preformed the ceremonial Presentation of the Flags for the first meeting of 2017.

3) Approval of Agenda

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Edouard Haba, W4 (Council Pres.)
SECONDER:	Patrick Paschall, W3
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon
NAYS:	None
ABSENT:	Perry, Frazier

4) Approval of the Minutes

I move that the Mayor and Council approve the Council Meeting Minutes for the following meetings: 1) Council Meeting of October 17, 2016, (2) Council Meeting of November 7, 2016, (3) Council Meeting of November 21, 2016 and (4) Council Meeting of December 5, 2016.

Minutes_cover.pdf
Oct 17 2016 Minutes_FINAL.pdf
Nov 7 Minutes_FINAL.pdf
Nov 21 Minutes_FINAL.pdf

Dec 5 Minutes_FINAL.pdf

Council Vice President Lawrence noted a discrepancy in the November 7th meeting minutes and asked for those minutes to be pulled from the motion, pending corrections from the Clerk's office. Council Vice President Lawrence moved to amend the motion to remove the November 7th minutes, and Councilmember Warner seconded the motion. The motion to amend passed; unanimously.

RESULT:	**APPROVED AS AMENDED [UNANIMOUS]**
MOVER:	Edouard Haba, W4 (Council Pres.)
SECONDER:	Kevin Ward, W1
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon
NAYS:	None
ABSENT:	Perry, Frazier

5) Public Comment

Nate Groenendyk, a Ward 2 resident, addressed the Mayor and Council to thank them for considering the Neighborhood Works Application for Sangfroid Distillery, LLC.

Virginia Garrrett, a Ward 1 resident, addressed the Mayor and Council in support of Hyattsville Ordinance 2017-01, noting that she was in favor of non-U.S. citizen voting and detailing some reasons why she supported the ordinance.

NOTE FOR THE RECORD: The meeting agenda was adjusted to have the Consent agenda prior to the Presentation agenda.

7) Consent Items

7.a Appointments to the Board of Supervisors of Elections
Motion # 107-01-FY17: I move that the Mayor with Council approval, re-appoint Ana (Lisa) Pineda (Ward 2) and Greta Mosher (Ward 1) to the Board of Supervisors of Elections for a term of 4 years to expire on January 11, 2021.

BOE Reappointments_cover.pdf
Ana Lisa Pineda_BOE Application_redacted.pdf
Greta Mosher_BOE Application_redacted.pdf

7.b Appointments to the Planning Committee
Motion # 108-01-FY17: I move that the Mayor and Council re-appoint Andrew Bishop (Ward 4), Jonathan Mueller (Ward 4), Adam Weissmann (Ward 1), Maureen Foster (Ward 2) and Nkosi Yearwood (Ward 2) to the Planning Committee for a term of 2 years to expire on January 9, 2019.

Planning Reappointments_cover.pdf
Andrew Bishop_Planning Committee App_redacted.pdf
Jonathan Mueller_Planning Committee App_redacted.pdf
Nkosi Yearwood_Planning Committee App_redacted.pdf
Adam Weissmann_Planning Committee App_redacted.pdf
Maureen Foster_Planning Committee App_redacted.pdf

7.c Appointment to the Teen Advisory Committee
Motion # 109-01-FY17: I move that the Mayor and Council appoint Rekik Ziku (Ward 3) to the Teen Advisory Committee for a term to expire on June 30, 2018.

TAC appointment_cover.pdf
Rekik Ziku_TAC Application_redacted.pdf

7.d Appointment to the Ethics Commission Committee
Motion # 110-01-FY17: I move that the Mayor and Council appoint Larry Weston (Ward 1) to the Ethics Commission Committee for a term of 3 years to expire on January 9, 2020. I further move that the Mayor and Council revise the recent appointment of Carter Ross to reflect a 3 year term with a new term expiration date of December 31, 2019.

Ethics appointment_cover.pdf
Larry Weston_Ethics Commission App_redacted.pdf

7.e Appointments to the Code Compliance Advisory Committee
Motion # 111-01-FY17: I move that the Mayor and Council re-appoint Paul Koch (Ward 1), Joy M. Jeffries (Ward 1) and Gloria Felix-Thompson (Ward 1) to the Code Compliance Committee for a term of 2 years to expire on January 9, 2019.

Code Reappointments_cover.pdf
Paul Koch_Code Committee App_redacted.pdf
Joy Jeffries_Code Committee App_redacted.pdf
Gloria Felix Thompson_Code Committee App_redacted.pdf

7.f Hyattsville Safe Streets Initiative Memorandum of Understanding
Motion # 112-01-FY17: I move that the Mayor and Council approve the Memorandum of Understanding (MOU) for the City of Hyattsville Safe Streets Coalition. The MOU will remain in effect for the until such time as the Coalition is no longer funded.

Safe Streets MOU_cover.pdf
MOU Draft 4 01.05.17.doc

7.g Police Department Surplus Vehicles
Motion # 113-01-FY17: I recommend that the Mayor and Council declare the following Police Department vehicles surplus property, to be disposed of through public auction at the on-line public site www.propertyroom.com.:
Vehicle # 7 2003 Ford Crown Victoria
Vehicle # 15 2007 Dodge Charger
Vehicle #28 2007 Dodge Charger
Vehicle #51 2002 Chevrolet Impala
Vehicle #59 2002 Chevrolet Impala
Vehicle #60 2000 Ford Crown Victoria
Vehicle #65 2000 Chevrolet Impala

Surplus Vehicles_cover.pdf
Surplus Vehicles 2017.pdf

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Edouard Haba, W4 (Council Pres.)
SECONDER:	Shani Warner, W2
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Solomon
NAYS:	None
ABSENT:	Perry, Frazier

6) Presentations

6.a) 2016 Claus Applause Award Presentation

Mayor Hollingsworth and Events Coordinator Cheri Everhart presented the winners of the 2016 Claus Applause Awards. Photos of the winning homes were displayed during the presentation.

6.b) FY2015 Audit Update

FY-15 Audit Presentation_cover.pdf
2016 Claus Applause Winners.docx
2016 Claus Applause Winners.pdf

Treasurer Brooks provided the Council with an update on the FY-15 audit. He noted that the City was in the final stages but the close out date would be pushed approximately two weeks due to a staffing change at the audit company.

8) Action Items

8.a Neighborhood BusinessWorks - Letter of Support for Sangfroid Distillery, LLC
Motion #114-01-FY17: I move that the Council authorize the Mayor to send a letter to the Maryland Department of Housing & Community Development in support of Sangfroid Distillery, LLC's application for financing through the Neighborhood BusinessWorks program.

Neighborhood BusinessWorks_cover.pdf
NBWFact_Sheet.pdf
Sangfroid - Hyattsville letter.pdf

Assistant City Administrator Chandler provided the Mayor and Council with background information on the request for a letter of support for Sangfroid Distiller, a small business planned to open in Hyattsville in early 2017. Mr. Chandler explained the Neighborhood Design Works program was a small business lending program providing "gap" financing to assist with a variety of items including leaseholder build outs and equipment purchases. He noted Hyattsville businesses were eligible for the program because the City is a State of Maryland designated Sustainable Community. There were no questions from the Council.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Edouard Haba, W4 (Council Pres.)
SECONDER:	Bart Lawrence, W1 (Council VP)
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Solomon
NAYS:	None
ABSENT:	Perry, Frazier

NOTE FOR THE RECORD: The order of the Action agenda was adjusted to allow time for the arrival of the City Attorney.

8.d Code Vehicle Acquisition
Motion # 117-01-FY17: I move that the Mayor and Council authorize the City Administrator to proceed with the acquisition of one (1) 2017 Ford C-Max from Sheehy Ford Gaithersburg, Maryland at a cost not to exceed $27,000.00.

Code Vehicle_cover.pdf
Memo - C-Max Acquisition 2017.docx

CMax Vehicle Quotes.pdf

There was no discussion on this item.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Edouard Haba, W4 (Council Pres.)
SECONDER:	Shani N. Warner, W2
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Solomon
NOES:	None
ABSENT:	Perry, Frazier

8.b Hyattsville Ordinance 2017-01: Revisions to Chapter 8, Elections Code
Motion # 115-01-FY17: I move that the Mayor and Council introduce Hyattsville Ordinance 2017-01, an ordinance whereby the City Council updates chapter 8 of the Code to reflect changes in the charter regarding qualifications to vote and to make explicit the authority of the Board of Supervisors of Elections, to provide for a Supplemental Voting Registry, to add a list of definitions and duties so as to clarify the elections law, to specify minimum times for the polls to be open, to change Absentee voting to Vote-by-Mail, to adjust campaign finance reporting deadlines to reflect early voting dates, to specify certain rules, and regulations and limitations regarding campaign finance, and to outline a complaint procedure for election law violations (FIRST READING).

Chapter 8_cover.pdf
Chapter 8 Elections 1.5.17 PACKET.pdf

Councilmember Paschall noted there were minor modifications to the ordinance since it was last before the Council, including definition of financial institution, an additional definition of the term "foreign national", restrictions for business contributions to campaigns and the addition of a 180-day statute of limitations for campaign violations. Councilmember Solomon thanked the Board of Elections and City Clerk for their work on the ordinance.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Edouard Haba, W4 (Council Pres.)
SECONDER:	Patrick Paschall, W3
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Solomon
NAYS:	None
ABSENT:	Perry, Frazier

8.c Establishing regulations governing the disposal of pet waste
Motion # 116-01-FY17: I move that the Mayor and Council authorize the City Attorney to prepare an ordinance that amends Chapter 65 of the Code of the City of Hyattsville to include an article that establishes the regulations for proper disposal of pet waste and the enforcement and fines for violations thereof.
The draft ordinance shall be provided to the Code Committee prior to its submission to the Mayor and Council for approval. Comments on the draft ordinance shall be submitted to the Mayor and Council via the Committee's staff liaison within 45 days of its submission to the Committee.

Pet Waste_cover.pdf
Model Ordinance - Pet Waste.docx

Mayor Hollinsgworth summarized the last Council discussion on the pet waste ordinance item, noting there had been confusion if the proposed motion was already addressed in the City Code. She said it was staff's recommendation to bring the motion back to the Council. Assistant City Administrator Chandler provided

clarification on the existing provisions in the Code and said he thought it was appropriate to cross reference the existing code in the new ordinance.

Councilmember Wright asked to include a definition of "pet" in the ordinance and to specify if feral cats were included in the definition. Mr. Chandler stated the current definition would not include feral cats. Councilmember Paschall said he did not fully understand why the City needed a new section of the Code. Assistant City Administrator Chandler attempted to provide clarity by stating that Chapter 52 related to habitat of the animal and the penalties in Chapter 52 were not appropriate for pet waste violations. City Administrator noted that the proposal would include a cross reference to the associated sections of the Code. Councilmember Paschall suggested the City re-write Chapter 52 to include all animal related provisions of the law in the same place.

There was a discussion regarding code compliance issues versus animal control issues, the existing penalties in Chapter 52 and the appropriate place to put provisions for pet waste in the City Code. The Council agreed to direct the City Attorney draft legislation for review, by the Code Compliance Advisory Committee and the Council.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Edouard Haba, W4 (Council Pres.)
SECONDER:	Shani Warner, W2
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Solomon
NAYS:	None
ABSENT:	Perry, Frazier

9) Discussion Items

9.a Hyattsville Senior Nutrition Program Partnership
Suggested Action: I move that the Mayor and Council authorize the City Administrator (and/or her designee) to prepare and submit an application to the Prince George's County Department of Family Services, Nutrition Program, to offer locations within the City of Hyattsville as nutrition sites for the Prince George's County Senior Meals Program. I further move to authorize the City Administrator (and/or her designee) to negotiate a memorandum of understanding with Prince George's County to define agreeable terms on participation in the Senior Meals Program as a nutrition site. I further move to authorize the City Administrator (and/or her designee) to add a line item to the FY18 budget to include the cost of any facility renovations required to operate a nutrition site.

Senior Nutrition Program_cover.pdf
Staff_Comments_on_Senior_Nutrition_Program_1-9-2017.docx

Councilmember Solomon summarized the proposal for the Council, including details on the meals provided, individuals eligible for the program and various opportunities offered through the proposed partnership. Councilmember Solomon then opened the floor to his colleagues for questions.

Councilmember Paschall asked if Councilmember Solomon held detailed conversations with the County agency on the proposed partnership and if City staff had been consulted. Councilmember Solomon said he and Community Services Director Rollow held initial conversations with the County and the County was interested in a partnership. Director Rollow said, when the motion was submitted, he reached out to the County to determine their interest in working with the City. He also noted that there were currently two meal sites nearby. Director Rollow said he believed the City's application would be approved by the County, if the Council wished to move forward on the program.

Councilmember Paschall inquired about the fiscal note on the proposal, noting the $50K proposed for a kitchen renovation at Magruder Park. Director Rollow stated the kitchen renovation would only be necessary if the City decided to serve hot meals, which, per County regulations, would require a commercial grade kitchen. Councilmember Paschall said he liked the idea but was concerned about costs.

Councilmember Wright inquired about eligibility requirements for the program. Councilmember Solomon said the program would be open to residents 60 years or older, or with a spouse 60 years or older. He clarified the program was not income based. Councilmember Solomon also noted the proposed cost assumed a certain number of participatory days and that the number of days could be reduced, which would also reduce program costs. Councilmember Wright suggested the program include income eligibility standards.

Councilmember Warner said she liked the idea of the program and thought the City should begin small and possibly expand the program in later years. She suggested an initial investment of approximately $20K and partnerships with local churches.

There was a discussion on details of the partnership with the County, the services offered in neighboring municipalities and the estimate for the kitchen renovation. During the discussion, Council Vice President Lawrence and Councilmember Ward requested additional information to gauge the demand and need for the program in the community. Councilmember Paschall requested information on how the service could impact current Call-a-Bus services and if the City decided to offer a transport only option to nearby nutrition centers, would an additional bus need to be purchased.

Mayor Hollingsworth noted that the initial feedback from Council showed interest in the program and requested Councilmember Solomon further define the proposal, and bring the revised proposal forward for additional discussion. There was a conversation on staff participation in researching the way forward for the program.

9.b Americorps Vista Renewal Application
Suggested Action: I move that the Mayor and Council authorize staff to apply for an additional year of support from the Americorps Vista program.

Vista Renewal_cover.pdf

Director Rollow presented the proposal for the renewal of the City's Americorps Vista program application and summarized the goal and duties of the Vista position. Council President Haba asked how the first year of the program was working out. Director Rollow said the program had made great progress and he would like to see attendance in the parent engagement workshops grow in future years. Council President Haba asked if the Council would support moving the item that evening. Councilmember Solomon asked to see the feedback from the workshops. Director Rollow said nine workshops had been held with topics including health services, nutrition, computer literacy, and immigration rights. He added he could provide Council with a more detailed update or present an update for the public. Councilmember Solomon said he thought a presentation to the public would be helpful.

Motion # 118-01-FY17 I move that the Mayor and Council authorize the City to renew the Americorps Vista Application.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Bart Lawrence, W1 (Council VP)
SECONDER:	Robert Croslin, W2
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Solomon
NAYS:	None
ABSENT:	Perry, Frazier

10) Council Dialogue

The Mayor and Council wished residents a happy new year. Councilmember Warner reminded residents of the upcoming City Council election in May.

11) Community Notices and Meetings

Main City Calendar_Jan 10 - 18 2017.pdf

12) Motion to Adjourn

The meeting adjourned at 9:52 p.m.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Robert Croslin, W2
SECONDER:	Thomas Wright, W3
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Solomon
NOES:	None
ABSENT:	Perry, Frazier

Hyattsville City Council Agenda Item Report

Meeting Date: April 3, 2017
Submitted by: Laura Reams
Submitting Department: City Clerk
Item Type: Legislative
Agenda Section: Motion to Close (7:30 p.m.)

SUBJECT
Motion to Close

Motion #
156-04-FY17

Recommendation:
I move that the Mayor and Council close the Council Meeting of April 3, 2017 in order to discuss personnel matters and to consult with the City Attorney to obtain legal advice pertaining to contract negotiations, to discuss such contract negotiations and to consider the investment of public funds.

This session will be closed under the authority of the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals, (5) to consider the investment of public funds, (7) to consult with counsel to obtain legal advice and (14) to discuss, before a contract is awarded or bids are opened, 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

ATTACHMENTS

Summary Background:
N/A

Next Steps:
N/A

Fiscal Impact:
N/A

City Administrator Comments:
Recommend Approval

Community Engagement:
N/A

Strategic Goals:
N/A

Legal Review Required?
Complete

Hyattsville City Council Agenda Item Report

Meeting Date: April 3, 2017
Submitted by: Laura Reams
Submitting Department: City Clerk
Item Type: Presentation
Agenda Section: Presentations (8:15 p.m. – 8:50 p.m.)

SUBJECT
Certification of 2017 Election Candidates (5 minutes)

Motion #
Presentation Only

Recommendation:

Sponsor(s):
Board of Supervisors of Elections

ATTACHMENTS
2017 Certificate of Candidates for Election.pdf

Summary Background:
Ms. Greta Mosher, Chair of the Board of Supervisors of Elections will present the list of certified candidates for office for the May 2, 2017 City Election.

Next Steps:
Early Voting will be held at Magruder Park Recreation Center on Saturday, April 22 from 9 AM to 5 PM and Saturday, April 29 from 11 AM to 7 PM.

Election Day is Tuesday, May 2, 2017. Polls will be open from 7 AM to 8 PM.

For more information visit: www.hyattsville.org/elections

Fiscal Impact:
N/A

City Administrator Comments:
N/A

Community Engagement:
N/A

Strategic Goals:
Goal 1 - Ensure Transparent & Accessible Governance
Action: 1.1 Provide information and opportunities for resident participation in civic endeavors

Legal Review Required?
N/A

March 31, 2017

In accordance with Article 4, Section C4-8(A) of the Hyattsville City Charter, IT IS HEREBY CERTIFIED that the following listed persons have filed for the Office of Council Member for Wards One, Two, Three, Four, and Five, for the terms indicated:

BOARD OF ELECTIONS
electionboard@hyattsville.org
(301) 985-5001

Greta Mosher, Chair

Ann Frankle

Bessie McLean

Lisa Pineda

Andrea Ross

OFFICE OF THE CITY CLERK
cityclerk@hyattsville.org
(301) 985-5009

Laura Reams, City Clerk

Lillie Littleford, Asst. City Clerk

Nicola Konigkramer, Elections Coordinator

WARD ONE COUNCIL MEMBER – FOUR YEAR TERM:

- Bart Lawrence
- Ian Herron
- Talib Karim

WARD TWO COUNCIL MEMBER – FOUR YEAR TERM:

- Robert Croslin

WARD THREE COUNCIL MEMBER – FOUR YEAR TERM:

- Carrianna Suiter
- Vinni Anandham
- Ayanna D. Shivers

WARD FOUR COUNCIL MEMBER – FOUR YEAR TERM:

- Edouard Haba
- Shirley Bender

WARD FIVE COUNCIL MEMBER – FOUR YEAR TERM:

- Erica Spell
- Ben Zeitler
- Derrika Durant

THIS IS TO FURTHER CERTIFY that the foregoing is a full and complete list of all persons filing for elected office and that said persons have filed for the City of Hyattsville Election on Tuesday, May 2, 2017, in accordance with all applicable provisions of the Hyattsville City Charter.

Greta Mosher
Chair

cc: City of Hyattsville Board of Supervisors of Elections

Hyattsville City Council Agenda Item Report

Meeting Date: April 3, 2017
Submitted by: Ron Brooks
Submitting Department: Finance
Item Type: Audit
Agenda Section: Presentations (8:15 p.m. – 8:50 p.m.)

SUBJECT
FY-2015 Audit Update (5 minutes)

Motion #
Presentation Only

Recommendation:

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS

Summary Background:
We are hoping to close out the "Partner Review" process as quickly as possible . The auditors are still considering restating information in the Financial Highlights and Government Activities sections of the audit. We hope to finalize this stage and get closeout documents within weeks. We will then pick up the pace on the FY-2016 audit.

Next Steps:
Complete the "Partner Review" stage, finalize the draft, get closeout documents and final reports to Council.

Fiscal Impact:
Late audit filings can result in the loss of various State Grants and loss of revenues from State Highway Funds.

City Administrator Comments:
See summary background above.

Community Engagement:
N/A

Strategic Goals:
Goal 1 - Ensure Transparent & Accessible Governance.

Legal Review Required?
N/A

Hyattsville City Council Agenda Item Report

Meeting Date: April 3, 2017
Submitted by: Jim Chandler
Submitting Department: Community & Economic Development
Item Type: Presentation
Agenda Section: Presentations (8:15 p.m. – 8:50 p.m.)

SUBJECT
ATHA Maryland Milestones Annual Update (10 minutes)

Motion #
Presentation Only

Recommendation:

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS

Memo - ATHA Maryland Milestones.docx

ATHA Visitors Guide.pdf

ATHA Family Activities.pdf

Summary Background:
On Monday, April 3, 2017, Aaron Marcavitch, Executive Director of ATHA Maryland Milestones will provide the City Council with his annual ATHA communities update, summarizing the organization's FY2017 accomplishments and an overview of its scheduled FY2018 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/

Next Steps:
N/A

Fiscal Impact:
N/A

City Administrator Comments:
Presentation Only

Community Engagement:
N/A

Strategic Goals:
Goal 4: Foster Excellence in all City Operations

Action 4.4 – Solicit and support collaborative partnerships that enhance City services to broaden the range of resources and services provided to City residents

Legal Review Required?
N/A

City of Hyattsville

Memo

To: Mayor and Council

CC: Tracey Nicholson, City Administrator

From: Jim Chandler, Assistant City Administrator, Director, Com. & Econ. Development

Date: March 29, 2017

Re: Annual ATHA Maryland Milestones Update

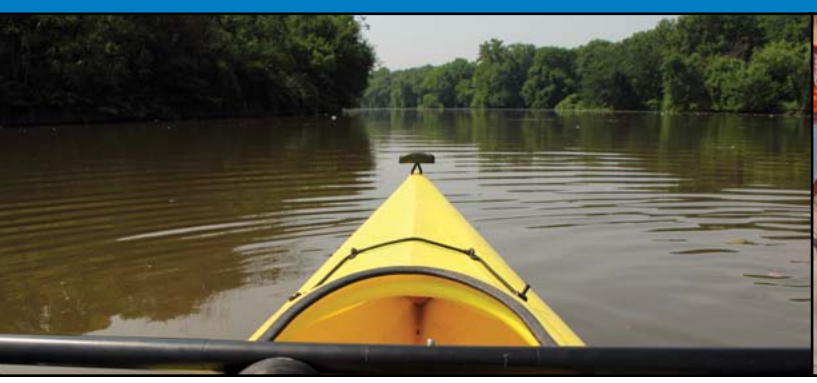
On Monday, April 3, 2017, Aaron Marcavitch, Executive Director of ATHA Maryland Milestones will provide the City Council with his annual ATHA communities update, summarizing the organization's FY2017 accomplishments and an overview of its scheduled FY2018 efforts.

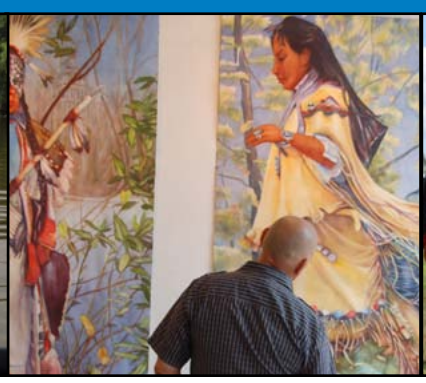
Included in this packet is the ATHA Visitors Guide and listing of family focused activities within ATHA.

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

MARYLAND MILESTONES

ANACOSTIA TRAILS HERITAGE AREA





EXPLORE OUR BACKYARD!

Come explore and find out where America's "milestone moments" happened. From the history of flight to the birth of modern communications; to the development of innovative agricultural research known around the world; to the crossroads of cultures – explore the history, culture and natural resources of our unique region!

Farmers markets, shopping and dining, art galleries, festivals, dancing, music, theater and much more are all just moments away from milestones in United States history and are close to camping, kayaking, biking and outdoor adventures.

Aviation history grew up here – from hot air balloons to trips to the moon. Historic towns and neighborhoods blend the old and the new with shopping and dining options just steps away from historic homes and quiet tree lined streets.

From biking to community art, walking tours to hiking, and camping to theater performances there are dozens of opportunities to have fun here in the Heritage Area and along our Heritage Routes!

If getting outside is your idea of fun, you can experience the pleasure of the outdoors moments away from the hustle and bustle of downtown Washington DC on our rivers and trails where you can bike, kayak, and play!

Perhaps an exciting moment in history is your idea of fun - if so, experience the history of the Battle of Bladensburg, a major battle in the War of 1812.

From historic architecture to farmers markets, this region is a bounty of unique and special sites, activities, and sharable moments. Take one of our special Heritage Routes to explore more!

A unique element of the Anacostia Trails Heritage Area is our focus on arts and culture. Home to the Gateway Arts and Entertainment District, the region includes Montpelier Arts Center, theaters in Laurel, Greenbelt and College Park, and the Publick Playhouse. Visual artists, glassblowers, dance and theater are all part of our cultural fabric. Greenbelt is home to one of the last 1930s single screen movie theaters. The University of Maryland's Clarice Smith Performing Arts Center is a world class center for art, music and theater.

Of course, if a day of festivals and fun is your style, this region is for you too! Greenbelt's Labor Day festival is a regional tradition, while the University of Maryland's Maryland Day attracts over 100,000 visitors each year! The Riverdale Park Arts Fest, the Hispanic Festival in Adelphi, the Open Studio Tour in the Gateways Arts District and our many community days are just a few reasons to come and spend the day or a weekend.

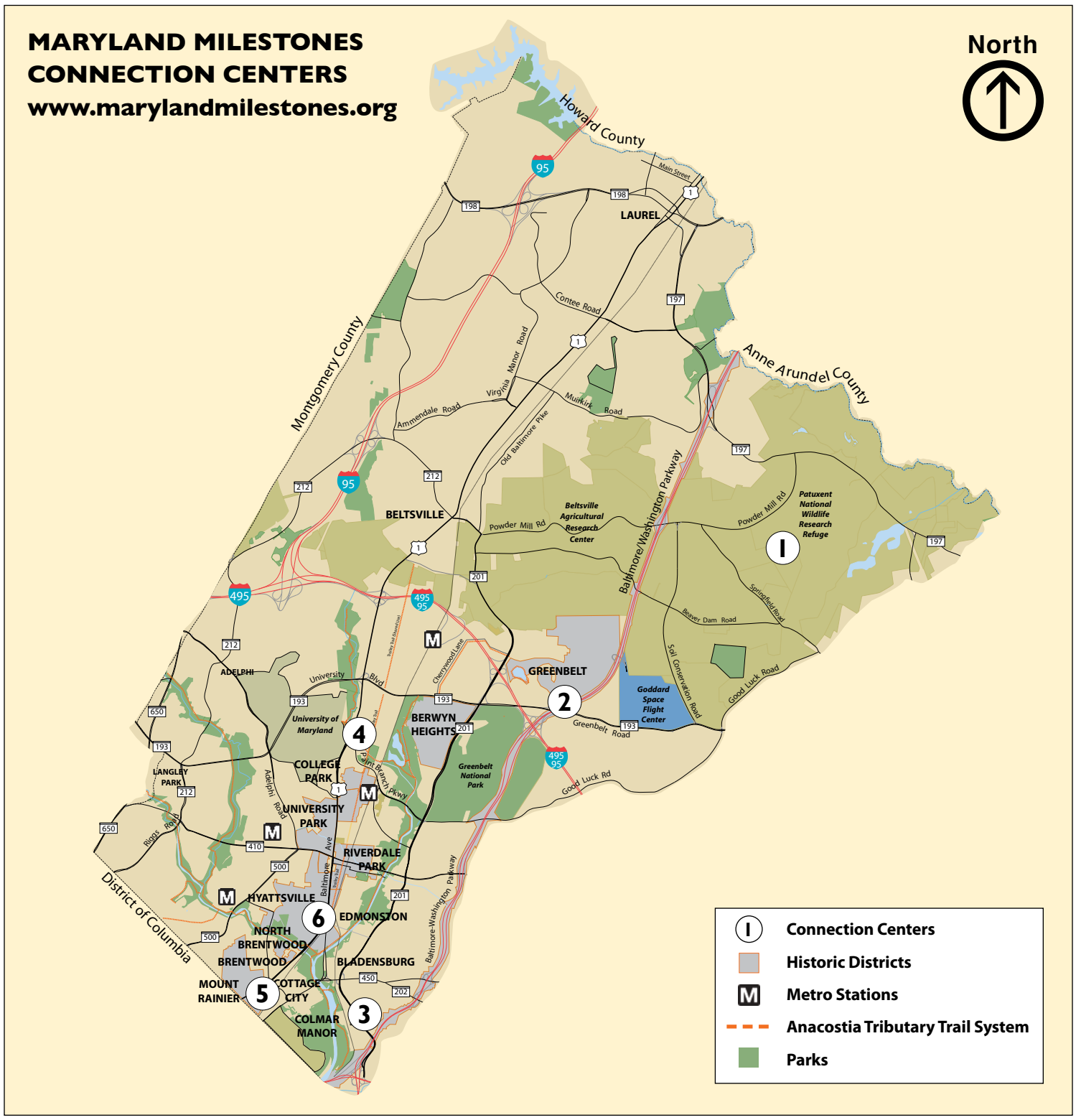
HERITAGE ROUTES

The following Heritage Routes are driving and walking tours which connect multiple sites and themes. Maps and brochures for each route are available at Maryland Milestones Visitors Center and also at www.marylandmilestones.org.

- **Battle of Bladensburg and the War of 1812**
- **Cultural Crossroads Heritage Route**
- **Farms & Fields: Agriculture Heritage Route**
- **Festivals & Farmers Markets Heritage Route**
- **From Hot Air Balloons to Steps on the Moon**
- **Linking the Nation: Transportation & Communication**
- **Painting the Town: Arts & Humanities Heritage Route**
- **The Nation's Main Street: Exploring Communities**
- **Urban Outdoor Adventures Heritage Route**

MARYLAND MILESTONES

ANACOSTIA TRAILS HERITAGE AREA



1 National Wildlife Visitors Center
10901 Scarlet Tanager Loop, Laurel, MD
Operating Hours: Daily, 9-4:30
301-497-5887, www.fws.org/northeast/patuxent

2 Greenbelt Community Center
15 Crescent Road, Greenbelt, MD
Operating Hours: M-Sa, 9-10p, Sun, 9-7p
301-474-9744;, www.greenbeltmd.gov

3 Bladensburg Waterfront Park
4601 Annapolis Road, Bladensburg, MD
Operating Hours: Daily, 8:30-5
301-779-0371, www.pgparks.com
(*Battle of Bladensburg Visitors Center: Daily 10-4)*

4 University of Maryland Visitors Center
1201 Turner Hall, College Park, MD
Operating Hours: M-F, 8-5; Sat, 9-3
800.422.5867, visitorcenter@umd.edu

5 Joe's Movement Emporium
3309 Bunker Hill Road, Mount Rainier, MD
Operating Hours: Tue-Sun, 10-4p
301-699-1819; www.joesmovement.org

6 Maryland Milestones Visitors Center
(Information Center & General Offices)
4310 Gallatin Street, Hyattsville MD
301-887-0777, info@marylandmilestones.org

Photos:
Kayak - Mr T in D.C.; Painting & Battle - S.L. Rogers; Greenbelt Farmer's Market - A. Marcavitch; Bikes - MD Governors Office; Community Art - World Arts Focus; Riversdale - Maryland-National Capitol Park and Planning Commission

MARYLAND HERITAGE AREA
Maryland Heritage Areas Authority

This project has been financed in part with State Funds from the Maryland Heritage Areas Authority, an instrumentality of the State of Maryland. However, the contents and opinions do not necessarily reflect the views or policies of the Maryland Heritage Areas Authority.

Prince Georges county MARYLAND

Looking for something to do with the family this weekend?

Port Towns

- Boat rides at Bladensburg Waterfront Park
- Special events at Waterfront Park – including music and War of 1812 commemorations
- Playground and Caboose at Waterfront Park
- Rent a canoe, kayak or rowboat at Waterfront Park

http://www.pgparks.com/Things_To_Do/Nature/Bladensburg_Waterfront_Park.htm

- Publick Playhouse in Cheverly

http://arts.pgparks.com/Page19179.aspx

- Walk the Battle of Bladensburg Battle Route Walking tour

http://www.battleofbladensburg1812.org

- See the view from the top of Fort Lincoln Cemetery and see the inside of the Little Chapel

http://www.fort-lincoln.com/location/about/facility.html

- Start your bike trip on the Anacostia Tributary Trails System – throughout Heritage Area

http://www.pgparks.com/Your_Parks/Trails.htm

Gateway Towns

- Train watching from Franklins or Hyattsville Arts District (EYA)

- Rollingcrest-Chilum Splash pool (indoor slides and playarea)

http://www.pgparks.com/Things_To_Do/Sports/Aquatics/Rollingcrest-Chillum_Splash_Pool.htm

- Mt Rainier nature center programs

http://www.pgparks.com/Things_To_Do/Nature/Mount_Rainier_Nature_Recreation_Center.htm

- Lane Manor Splash Park

http://www.pgparks.com/Things_To_Do/Sports/Aquatics/Lane_Manor_Splash_Park.htm

- Hamilton Splash Park

http://www.pgparks.com/Things_To_Do/Sports/Aquatics/Hamilton_Splash_Park.htm

- Franklin's Restaurant & Store (Lots of toys!)
- Kids eat free at Elevation Burger on Sundays
- Hispanic Festival at Lane Manor Park (September)

Special thanks to Greenbelt Mama's and Papa's Group for helping generate some of these ideas!

Park Towns

- College Park Aviation Museum

http://www.collegeparkaviationmuseum.com/home.htm

- Greenbelt's artful afternoons
- Greenbelt Aquatic Center

http://www.greenbeltmd.gov/recreation/index.htm

- College Park Arts Exchange

http://www.cpae.org/

- A trip to the University of Maryland "Dairy" for ice cream
- Walk the arboretum walking tour of the University of Maryland
- A trip to a baseball game at the University of Maryland

http://www.cvs.umd.edu/visitors/

- Disc Golf at Paint Branch Parkway

http://www.pgparks.com/Things_To_Do/Sports/Disc_Golf.htm

- Fishing or Birding at Lake Artemesia (and watch the metro)

http://www.pgparks.com/Things_To_Do/Nature/Lake_Artemesia.htm

- Watch the cows at the Beltsville Agricultural Research Center

http://www.ars.usda.gov/PandP/docs.htm?docid=9051

- Learn to Golf with simulators and putting greens at Paint Branch Golf Complex

http://www.pgparks.com/Things_To_Do/Sports/Golf/Paint_Branch_Golf_Complex.htm

- Riverdale Historic House museum kids programs

http://www.pgparks.com/Things_To_Do/History/Riversdale_House_Museum.htm

- Hikes at Greenbelt P:ark (including overnight camping)

http://www.nps.gov/gree/index.htm

- Goddard Space Flight Visitor Center (cool planetary shaped movie screen inside)

http://www.nasa.gov/centers/goddard/visitor/home/index.html

- Linson Pool & Wells Skating Rink

http://www.pgparks.com/Things_To_Do/Sports/Ice_Skating/Herbert_Wells_Ice_Rink.htm

- Ikea Smalland

Special thanks to Greenbelt Mama's and Papa's Group for helping generate some of these ideas!

- Bowling at AMF Center, Route 1

Laurel & North

- Montpelier Mansion kids programs
http://www.pgparks.com/Things_To_Do/History/Montpelier_Mansion.htm

- Dinosaur Park
http://www.pgparks.com/Things_To_Do/Nature/Dinosaur_Park.htm

- Laurel Historical Museum
http://www.laurelhistory.org/

- Walk down to Patuxent River on Riverwalk (wade into the river on hot days)
http://www.cityoflaurel.org/facilities/riverfront-park

- Laurel Municipal Swimming Pool (on site of the Laurel Mill)
http://www.cityoflaurel.org/facilities/laurel-municipal-swimming-pool

- Granville Gude Park & Lakehouse – paddle boat rentals, trails, play areas
http://www.cityoflaurel.org/facilities/granville-gude-park-lakehouse

- Stephen Turney Recreation Complex – mini-golf course, batting cages, golf driving range
http://www.cityoflaurel.org/facilities/stephen-p-turney-recreation-complex

- Patuxent Wildlife Refuge – trails and visitors center
http://www.fws.gov/northeast/patuxent/vcdefault.html

- Fairland Sports & Aquatics Complex with Boundless Playground and Kids Club
http://www.pgparks.com/Things_To_Do/Sports/Fairland_Sports_and_Aquatics_Complex.htm

- Ice Skating & Curling at the Gardens
http://www.pgparks.com/Things_To_Do/Sports/Ice_Skating/The_Gardens_Ice_House.htm

- Fishing at Rocky Gorge
http://www.wsscwater.com/home/jsp/content/wrup.faces

- Behenke's Garden Center, Route 1 – various kids activities

All Over!

- Large range of farmers markets can be fun – Tuesday in Hyattsville/Queens Chapel; Thursday for Riverdale Park and Beltsville/USDA; Saturday for College Park; and Sunday for Greenbelt and Mount Rainier.

Special thanks to Greenbelt Mama's and Papa's Group for helping generate some of these ideas!

Hyattsville City Council Agenda Item Report

Meeting Date: April 3, 2017
Submitted by: Jim Chandler
Submitting Department: Community & Economic Development
Item Type: Presentation
Agenda Section: Presentations (8:15 p.m. – 8:50 p.m.)

SUBJECT
Prince George's County DPW&T Capital Bikeshare Program (15 minutes)

Motion #
Presentation Only

Recommendation:

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS

Memo - Prince Georges DPWT - CaBi Presentation.docx

Hyattsville City Council_4-3_17.pptx

Summary Background:
The purpose of this memorandum is to provide the City Council with a summary of Prince George's County Department of Public Works & Transportation (DPW&T) efforts to implement Capital Bikeshare (CaBi) in Prince George's County in FY2018.

On Monday, April 3, 2017, Karyn McAlister, Bicycle and Pedestrian Program Manager for DPW&T will provide the City Council with a presentation of the Capital Bikeshare program, including:

- ATHA Bikeshare Study
- Overview of CaBi System
- Capital & Operating Funding
- Phasing Methodology
- Phase I Schedule (FY2018)
- Site Evaluations

Next Steps:
General areas for bikeshare stations within the City of Hyattsville were identified in the ATHA feasibility study, however citing specifications and land ownership considerations will determine the exact location of stations within the City. City staff will brief the Council in Fall 2017 on specific recommended locations prior to the locations being finalized for Spring 2018 installation.

Fiscal Impact:
N/A

City Administrator Comments:
N/A

Community Engagement:
The community's interest in bringing bikesharing opportunities to the City have been well documented during the City's 'Speak Up' community planning sessions and are reflected in the City's adopted Legislative Priorities.

Strategic Goals:
Goal 2: Ensure the Long-Term Economic Viability of the City
Action 2.3 – Promote and invest in opportunities for alternative transportation methods to support multi-modal connectivity throughout the City.

Goal 4: Foster Excellence in all City Operations
Action 4.4 – Solicit and support collaborative partnerships that enhance City services to broaden the range of resources and services provided to City residents

Legal Review Required?
N/A

City of Hyattsville

Memo

To: Mayor and Council

CC: Tracey Nicholson, City Administrator

From: Jim Chandler, Assistant City Administrator, Director, Com. & Econ. Development

Date: March 29, 2017

Re: Prince George's County Capital Bikeshare Program

The purpose of this memorandum is to provide the City Council with a summary of Prince George's County Department of Public Works & Transportation (DPW&T) efforts to implement Capital Bikeshare (CaBi) in Prince George's County in FY2018.

On Monday, April 3, 2017, Karyn McAlister, Bicycle and Pedestrian Program Manager for DPW&T will provide the City Council with a presentation of the Capital Bikeshare program, including:

- ATHA Bikeshare Study
- Overview of CaBi System
- Capital & Operating Funding
- Phasing Methodology
- Phase I Schedule (FY2018)
- Site Evaluations

CAPITAL BIKESHARE
PRINCE GEORGE'S COUNTY

Rushern L. Baker, III
County Executive

Darrell B. Mobley
Director

Study Area

NCPPC commissioned ly

Toole Design Group selected as consultant

dy Area ~36 square es

Communities along Baltimore Avenue adjacent to DC and Montgomery County

National Harbor

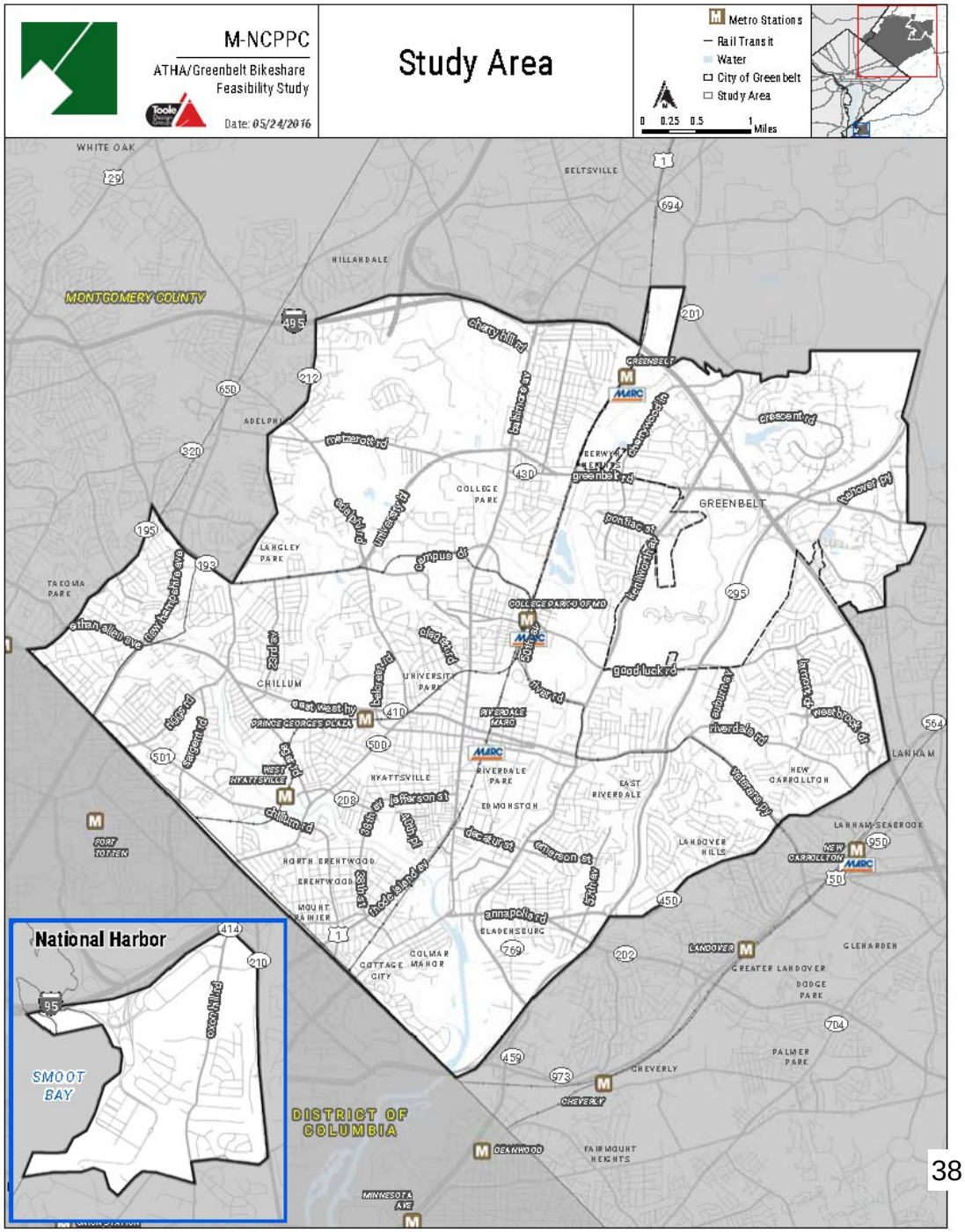
City of Greenbelt

Langley Park

A area and National bor

Regional trail and transit connections

Connectivity to existing bike share systems



Regional Population Densities

	Land Area (sq. mi.)	Population	Density (pop. /sq. mi.)
ATHA Study Area	35.5	213,501	6,016
National Harbor	1.4	6,355	4,453
Rockville, MD	13.5	65,937	4,880
Washington, D.C.	61	658,893	10,792
Alexandria, VA	15.0	150,575	10,018

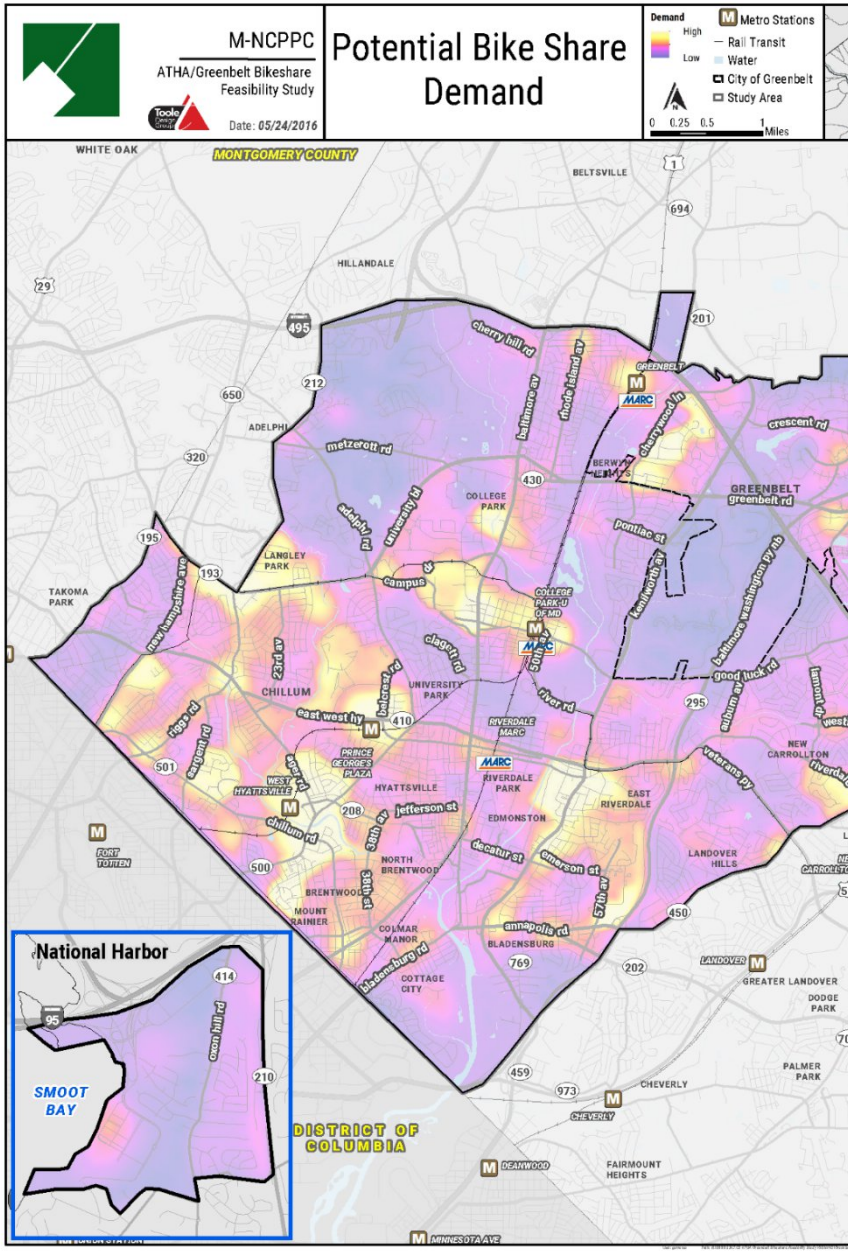
Planning Assumptions

- Prince George's County Department of Public Works and Transportation as partner
- Regional connectivity is a priority
- mBike launch and potential for 'blended' implementation
- County-level success vs municipal needs

Demand Assessment

st Potential Demand
unt Rainier
st Hyattsville
nce George's Plaza area
erdale Park
gley Park
lege Park
eenbelt
tional Harbor*

ents high bike share demand because of its connectivity
Alexandria and high number of tourists

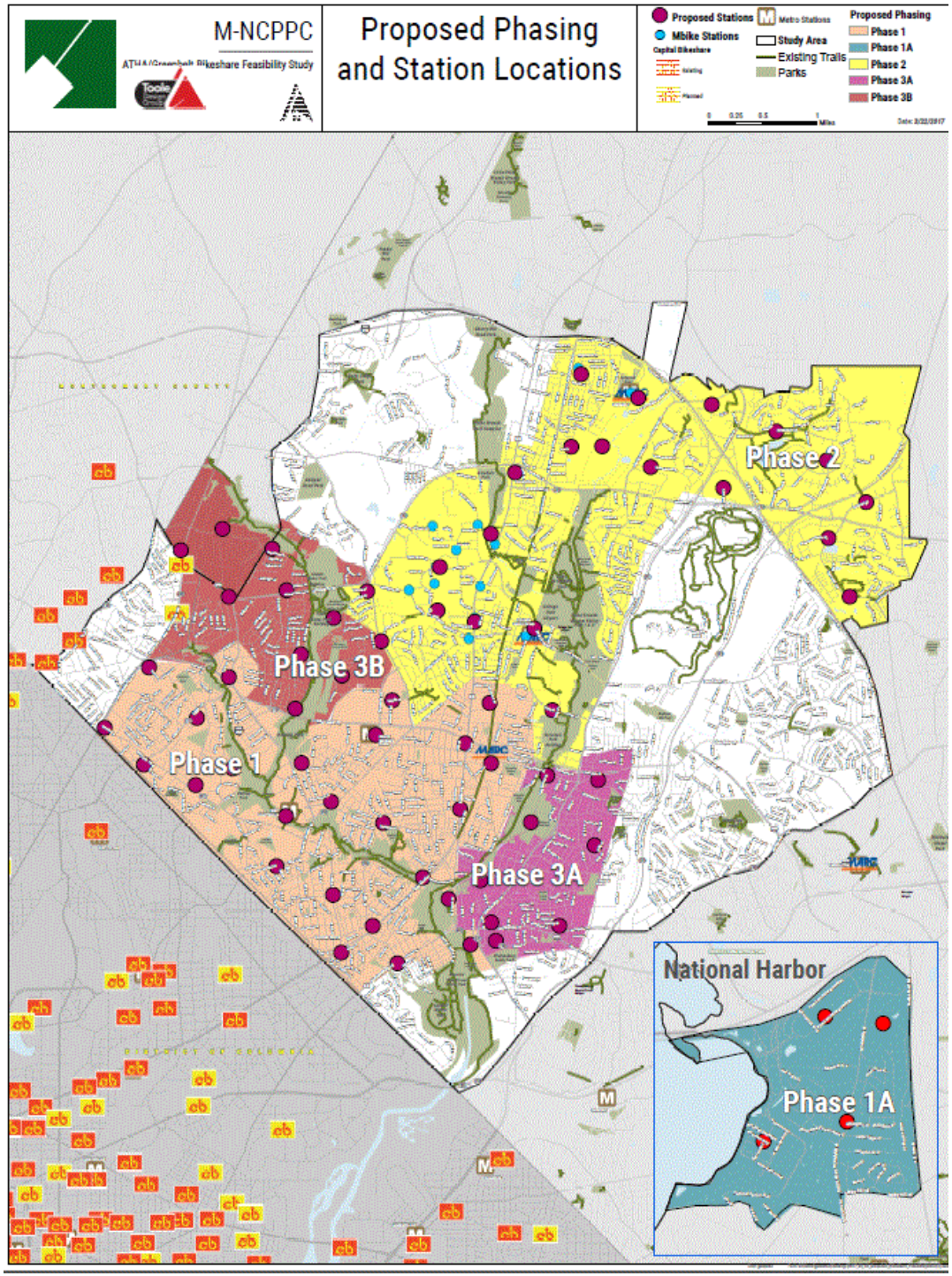


pposed Phasing

67 stations
670 bikes

ses can shift in order
ending on interest,
ling and opportunity.

ses may include additional
ons depending on need &
ling



Proposed Phasing Plan

Phase	Stations	Bikes	Density (stations / sq. mi.)
Phase 1	25	250	5.4
Phase 1A	4	40	5.3
Phase 2	20	200	5.3
Phase 3A	8	80	5.7
Phase 3B	10	100	5.1
TOTAL	67	670	5.4 (average)
Montgomery County	67	468	4.9
District of Columbia	240	2,295	
Alexandria	31	257	7.2
Arlington	88	617	6.5
Fairfax	22	157	

Capital Bikeshare Stations – 8D

SIDEWALK STATION

ON-STREET STATION

Station Features

ycles – Public Bike System Company Urban Solut

nic" Bicycle

mano Nexus 3-speeds

dle Brakes

rdy Luggage Carrier - Fits average briefcase urse)

ting System -10,000-hour lifespan; lights on for 90 seconds when the bike stops)

ented Locking Device - Proven anti-theft em

nfortable Seat – Theft proof with a marked e for height adjustment

in Protector and Rear Wheel Tire Cover – tects riders' clothes

Operations & Maintenance - Motivate

ur rebalancing

le maintenance

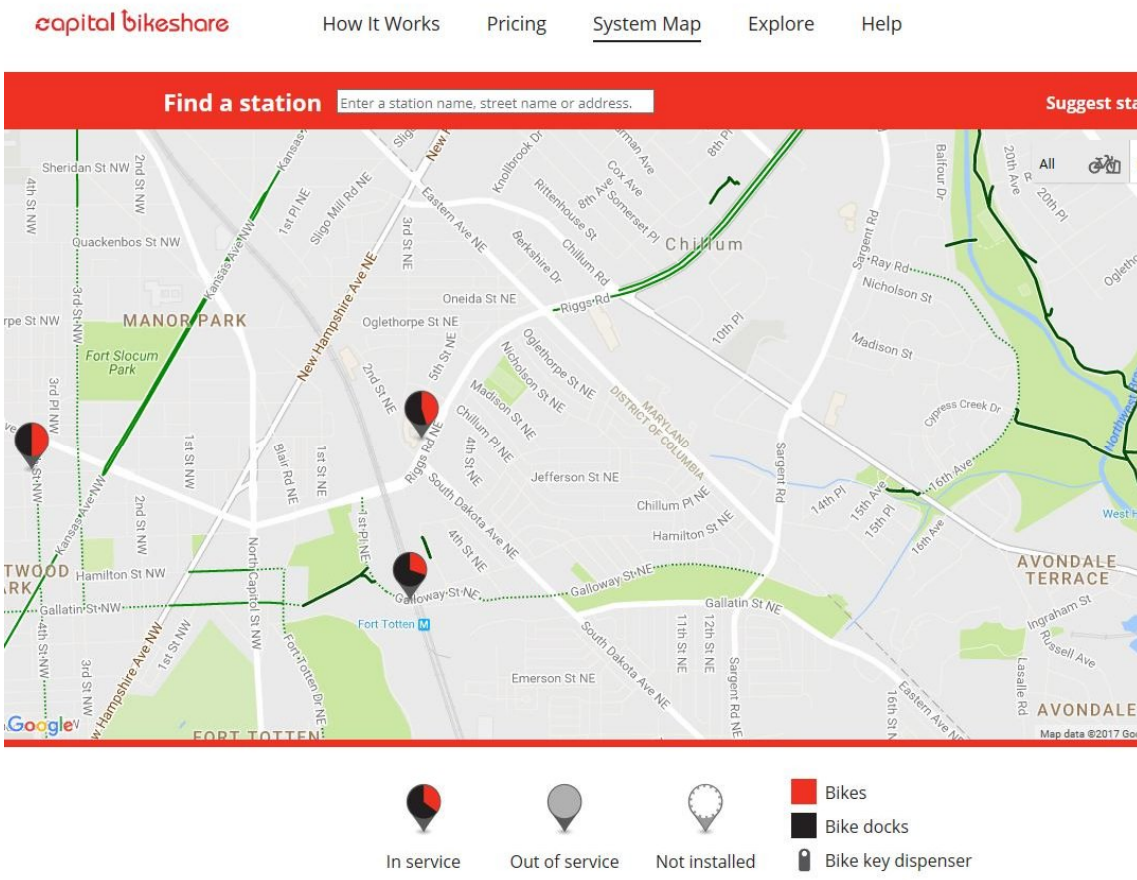
on and 4’ access zone cleaning

tain station software and
end software

site Hosting and maintenance
//www.capitalbikeshare.com/

tain 24-hour/365 days customer
enter (English and Spanish)

reporting and customer surveys



rketing - Destination Sales & Marketing Group (DS&M

Design – Station maps, free 24-hour coupons, bulk
ship certificates, new member Kits, corporate Member
, map frame ad panels, and bike decals.

sletter – Maintain member lists and arrange the
er in Mail Chimp.

edia – Manage social media and promotional messages.
s via Facebook, Twitter, and Instagram advertising

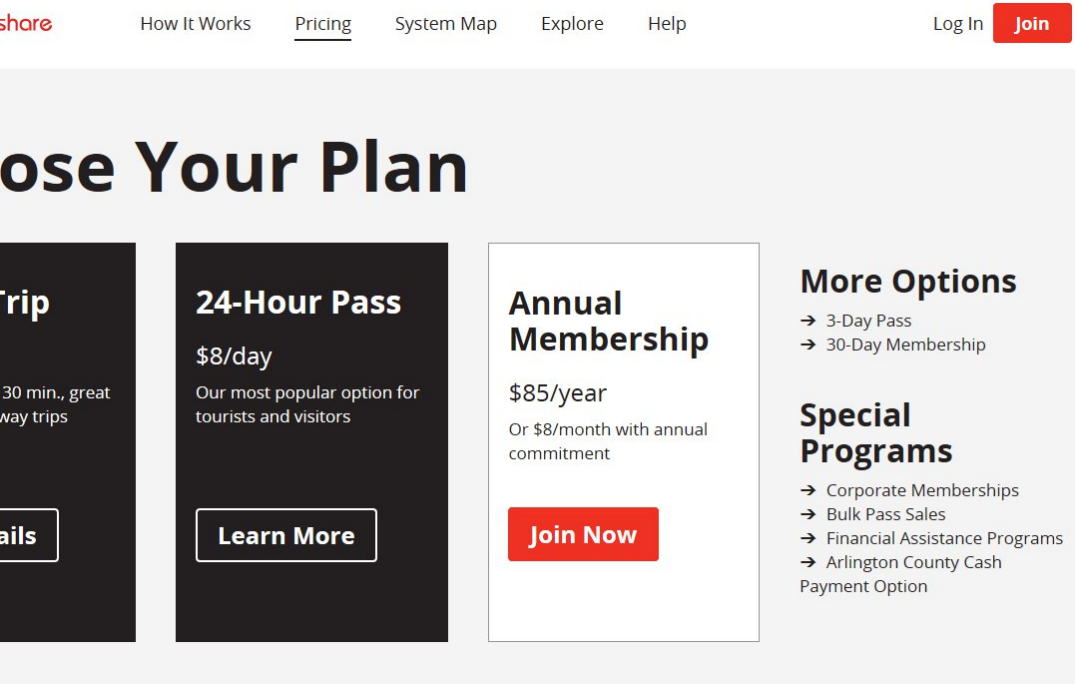
rketing – Send out renewal emails to persons with
ships that are expiring. Send out e-blasts promoting

d Email Communications – Answer daily inquiries
partnerships, solicitations, marketing, media,
ng, and events.

anagement – Provide logos and graphics

Benefits – Manage the member benefits page of the
site.

Memberships and User Fees



Usage Fees

Each Single Trip is good for one trip up to 30 minutes. If you keep a bike out for 3 minutes or longer, usage fees apply.

RIDE LENGTH	USAGE FEE
0-29 minutes	Included
30-59 minutes	$2
60-89 minutes	+ $4
90+ minutes	+ $8 per each additional 30 minutes

To avoid usage fees, keep your Single Trip to under 30 minutes.

All Phases (67 Stations/670 Bikes)

	Year 1	Year 2	Year 3	Year 4	Year 5	TOTAL
Equipment						
Stations	25	29	49	49	67	67
Bikes	250	290	490	490	670	670
Docks	425	493	833	833	1139	1139
Membership						
Annual members	567	634	1,225	1,444	1,778	
Casual users	20,000	21,280	40,000	44,000	51,800	
Annual member rides	15,125	25,065	43,00	56,500	70,000	
Casual user rides	44,000	47,000	86,000	97,00	114,00	
Trips / Bike / Day	0.6	0.7	0.7	0.7	0.7	
Percent Rides Casual Users	74%	65%	67%	63%	62%	66%
Percent Rides Annual Members	26%	35%	33%	37%	38%	34%
Capital Purchase	$1,500,000	$240,000	$1,200,000	-	$1,080,000	$4,020,000
Installation	$87,000	$14,000	$70,000	-	$63,000	$234,000
System Startup	$100,500	-	-	-	-	$100,500
Total Capital and Startup Costs	$1,687,500	$254,000	$1,270,000	-	$1,143,000	$4,354,500
Total System Revenues	$329,000	$355,000	$657,000	$745,000	$882,000	$2,968,000
Total Bike Share Operating Costs	$627,000	$698,000	$1,304,000	$1,508,000	$1,822,000	$5,959,000
Total Operating Shortfall	($298,000)	($343,000)	($647,000)	($763,000)	($940,000)	($2,991,000)
Farebox Recovery	52%	51%	50%	49%	48%	50%

ALL PHASES (67 stations/670 bikes)

Capital and Installation

Fund with →

FY'18 Budget, grants, and/or P3

Operations and Maintenance

Fund with →

Farebox Recovery

Sponsorship & Advertising

FOR MORE INFORMATION

Bike Share Feasibility Study

http://www.pgplanning.org/About-Planning/Our_Divisions/Countywide_Planning/Transportation_Planning/Trail_Planning.htm

Karyn McAlister, AICP

kcmcalister@co.pg.md.us

(301) 883-5687

Hyattsville City Council Agenda Item Report

Meeting Date: April 3, 2017
Submitted by: Jake Rollow
Submitting Department: Community Services
Item Type: Proclamation
Agenda Section: Consent Items (8:50 p.m. - 8:55 p.m.)

SUBJECT
Arbor Day Proclamation

Motion #
157-04-FY18

Recommendation:
I move that the Mayor and Council proclaim April 5th Arbor Day in the City of Hyattsville.

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS
Arbor Day Proclamation 2017.docx

Summary Background:
Arbor Day in Maryland is April 5, 2017. (It is the last Friday of the month elsewhere in the Country.)

Next Steps:
Proclaim April 5 Arbor Day

Fiscal Impact:
NA

City Administrator Comments:
Recommend Support

Community Engagement:
The community is invited to the Arbor Day / Earth Day celebration on April 22, 2:30-4:00 p.m. at the Emerson Park Food Forest at 4515 Emerson Street.

Strategic Goals:
Promote a safe and vibrant community.

Legal Review Required?
NA

Proclamation in Recognition of Arbor Day April 5, 2017

Whereas, Arbor Day is dedicated to the planting of trees in our community, in order to support our environment and bolster our quality of life; and

Whereas, the City of Hyattsville has been recognized as a Tree City USA by the Arbor Day Foundation for decades; and

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

Whereas, this year the City will host a joint celebration of Arbor Day and Earth Day on April 22, from 2:30 p.m. to 4:00 p.m. at the Emerson Park Food Forest, at 4515 Emerson Street, and all are invited to help spread mulch and carry out plantings of a pecan tree and more;

Therefore, we proclaim April 5 Arbor Day in Hyattsville, and celebrate the trees that make our City beautiful and sustainable.

_____

Candace B. Hollingsworth, Mayor April 3, 2017

Hyattsville City Council Agenda Item Report

Meeting Date: April 3, 2017
Submitted by: Jim Chandler
Submitting Department: Community & Economic Development
Item Type: Planning & Development
Agenda Section: Consent Items (8:50 p.m. - 8:55 p.m.)

SUBJECT
County Zoning Variance Request V-20-17: 4915 42nd Place, Hyattsville

Motion #
158-04-FY17

Recommendation:
I move that the Council authorize the Mayor to send a letter of support to the Prince George's County Board of Zoning Appeals, per the City of Hyattsville's Zoning Variance Policy, in support V-20-17, a request for a waiver of the front yard depth requirement of 25-feet allowing a variance of a 10.5-feet front yard depth.

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS

Memo - V-20-17 4915 42nd Place.pdf

City of Hyattsville Zoning Variance Policy Statement and Variance Process 10 3 11.pdf

Summary Background:
The applicant, owner of 4915 42nd Place, has applied to the Prince George's County Board of Zoning Appeals to renovate an existing covered porch. The porch is an existing structure and the specific variance is to validate the legal non-conforming conditions. The specific request is for a waiver of the front yard depth requirement of 25-feet, allowing for a 10.5- front yard depth.

Next Steps:
The City will prepare and issue a letter of support notifying the Board of Zoning Appeals of its position.

Fiscal Impact:
N/A

City Administrator Comments:
Recommend support. This item has been placed on the 'Consent Agenda' as the request is consistent with the City of Hyattsville's Variance Policy.

Community Engagement:
N/A

Strategic Goals:
Goal 1: Ensure Transparent and Accessible Governance
Action 1.1 – Provide opportunities for resident participation in civic engagement

Legal Review Required?
N/A

City of Hyattsville

Memo

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

From: Chris Giunta, Code & Parking Compliance Manager

Date: 3/24/17

Re: 4915 42nd Pl. Zoning Variance Request V-20-17

The purpose of this memorandum is to provide the Director of Community & Economic Development with a briefing on the Zoning Variance request V-20-17 at 4915 42nd Pl.

Justin Brock, 4915 42nd Pl. Zoning Exception Request

The homeowner, Justin Brock, has applied for a zoning variance with the County to renovate an existing covered porch located at 4915 42nd Pl. Hyattsville, MD 20781. The porch is an existing condition of the home and the specific variance request lies in simply validating the pre-existing non-conforming front yard depth.

The specific request is for a waiver of the front yard depth requirement of 25 feet; a variance of 10.5 feet front yard depth is requested.

Recommendation:
The Office of Code Compliance recommends support of the variance as it is merely a validation of the existing, legal non-conforming front yard depth.

THE PRINCE GEORGE'S COUNTY GOVERNMENT

BOARD OF ZONING APPEALS BOARD OF ADMINISTRATIVE APPEALS
COUNTY ADMINISTRATION BUILDING, UPPER MARLBORO, MARYLAND 20772
TELEPHONE (301) 952-3220

NOTICE OF HEARING

Date: March 7, 2017

Petitioner: Justin Brock

Appeal No.: V-20-17

Hearing Date: WEDNESDAY, MARCH 22, 2017, AT 6:00 P.M. **EVENING**

Place: Zoning Hearing Room #2190
County Administration Building, Upper Marlboro, Md.

Appeal has been made to this Board for permission to validate and renovate an existing covered front porch on the premises known as Lot 34, Block C1, Re-subdivision of George B. Furmans Addition Subdivision, being 4915 42nd Place, Hyattsville, Prince George's County, Maryland, contrary to the requirements of the Zoning Ordinance.

The specific violation resides in the fact that Zoning Ordinance Section 27-442(e)(Table IV) prescribes that each lot shall have a front yard at least 25 feet in depth. A variance of 10.5 feet front yard depth is requested.

Public hearing on this Appeal is set for the time and place above stated. **Petitioner, or counsel representing Petitioner, should be present at the hearing. A Petitioner which is a corporation, limited liability company, or other business entity *MUST* be represented by counsel, licensed to practice in the State of Maryland, at any hearing before the Board. Any non-attorney representative present at the hearing on behalf of the Petitioner (or any other person or entity) shall not be permitted to advocate.**

Adjoining property owners, who are owners of premises either contiguous to or opposite the property involved, are notified of this hearing in order that they may express their views if they so desire. However, their presence is not required unless they have testimony to offer the Board.

If inclement weather exists on hearing date, please contact the office to ascertain if hearing is still scheduled.

BOARD OF ZONING APPEALS

By: Barbara J. Stone
Barbara J. Stone
Acting Administrator

cc: Petitioner
Adjoining Property Owners
Park and Planning Commission
City of Hyattsville

EXH. # 14
V-20-17

(USE BLACK INK ONLY)

PLEASE READ INSTRUCTION SHEET BEFORE FILLING OUT APPLICATION

Filing Fee Paid: $ 200.00
CK/M.O. # 108
By: Kyleen Hashim
4915 42nd Pl
Hyattsville 20781
Sign Posting Fee Paid: $ 30.00
CK/M.O. # 109
By: Kyleen Hashim

APPEAL NO. V-20-17
(OFFICE USE ONLY)

TO: **BOARD OF ZONING APPEALS FOR PRINCE GEORGE'S COUNTY, MARYLAND**
County Administration Building, Room 2173
14741 Governor Oden Bowie Drive
Upper Marlboro, Maryland 20772
(301) 952-3220

RECEIVED
FEB 28 2017
BOARD OF APPEALS

APPLICATION FOR A VARIANCE FROM STRICT APPLICATION OF THE ZONING ORDINANCE

(If variance is being applied for due to receipt of a Violation Notice, a copy of the notice is required.)

Owner(s) of Property Justin Brock
(AS SHOWN ON DEED)

Address of Owner(s) 4915 42nd Pl

City Hyattsville State MD Zip Code 20781

Telephone Number (home) 870-421-5017 (cell) 870-421-5017 (work) 202-402-4348

E-mail address: JustinTimothyBrock@gmail.com

Applicant/attorney/engineer/contractor's name, address and telephone number if different from above: (circle one)
N/A

Has the property in question ever been subject to a previous Board, County Council or Zoning Hearing Examiner action? NO Is the property subject to any action by the Planning Board? No (not that we are aware of)

If so, give Case No.(s)/Decision Date(s) N/A

A copy of the Type 2 Tree Conservation Plan or a Letter of Exemption will be required at the time of grading permit issuance if a grading permit is required

For assistance in completing 1-5 below, see corresponding paragraphs 1-5 on *Instructions to Applicants*, which is designed to help you fill out this form. **SUBMITTED SITE PLANS/PLATS MUST BE DRAWN TO SCALE BY A CERTIFIED ENGINEER, SURVEYOR OR ARCHITECT (WITH OFFICIAL SEAL OR STATE OF MARYLAND REGISTRATION NUMBER SHOWN ON THE SITE PLAN/PLAT) AND SHOW ALL STRUCTURES (MUST INCLUDE ALL DIMENSIONS AND NUMBER OF STORIES).**

1. Location of Property involved: a) Street Address 4915 42nd Pl

City Hyattsville Property Zone R-55

b) Lot(s) 34 Block C1 Parcel

Subdivision (name) Resubdivision of George B. Furmans

If the property is located within a recorded subdivision, a copy of the subdivision plat is required. If in a cluster subdivision, a copy of the cluster's modifications is also required. (Subdivision plats are available at the Planning Information Services, M-NCPPC, Lower Level, County Administration Building, (301) 952-3208)

Name(s) & Address(es) of Homeowners/Citizens/Civic and/or Community Association(s): N/A

c) Municipality (City/Town) Name Hyattsville

(Rev. 1/13)

EXH. # 1
V-20-17

(Continued on Reverse Side)

2. Why is a variance required? (i.e., what will be/has been constructed on the property?)
To obtain permit to reconstruct existing covered front (9.5' x 26.4') porch that is structurally deficient.
Property is a craftsman style bungalow from 1920s, where roof overhangs + is supported by porch columns

3. Zoning Ordinance Section(s) from which variance(s) is/are requested:
PG County Zoning Ordinance Section 27-242

4. Variance(s) requested:
Zoning setbacks require 25 feet. Existing porch is setback 18 feet and porch supports roof, so porch cannot be setback to 25 feet.

PRINT NAMES AND MAILING ADDRESSES OF ALL ADJOINING PROPERTY OWNERS
(on both sides, behind and across streets - including vacant property)
(DO NOT COLLECT SIGNATURES PLEASE!)

5. NAME	ADDRESS
Marti McClintock	4917 42nd Pl, Hyattsville 20781
Nathaniel Kelso	4913 42nd Pl, Hyattsville 20781
Olga Mata	4910 42nd Pl, Hyattsville 20781
Kimberly Lester	4912 42nd Pl, Hyattsville 20781
Sean Zadig	4914 42nd Pl, Hyattsville 20781
Josephi Mariandla Youhouse	4918 43rd Ave, Hyattsville 20781
Kyle Yancey	4922 43rd Ave, Hyattsville 20781

Signature of Owner/Attorney

Do you need the services of a foreign language interpreter at your hearing? (Additional $30 fee required)
Yes ____ No ✓ Foreign Language: _____

IMPORTANT: Failure to provide complete and accurate information on this application may delay or jeopardize consideration of the request. Applications on which all required information is not furnished will be returned for completion before processing. Filing fees must be made payable to Prince George's County and sign posting fees must be made payable to M-NCPPC. Approval of a variance is not a guarantee that further review will not be necessary by other governmental authorities. For further information regarding Board of Zoning Appeals policies and procedures, see Sections 27-229 through 27-234 of the County Zoning Ordinance and/or the Board's website at www.princegeorgescountymd.gov.

To whom it may concern,

As an addendum to the original form we submitted, below is the following information:

- The dimensions to the front porch are 6.4' x 26.4' (L x W). Please see the attachment labeled "Existing Porch Plan" for an illustration and additional information.
- The porch is a covered porch (not enclosed).
- There are no shields or garages in our backyard (only the house).
- I am the owner of the home, located at 4915 42nd Place.

Thank you,

3-1-2017

Justin Brock

4915 42nd Place

Hyattsville, MD

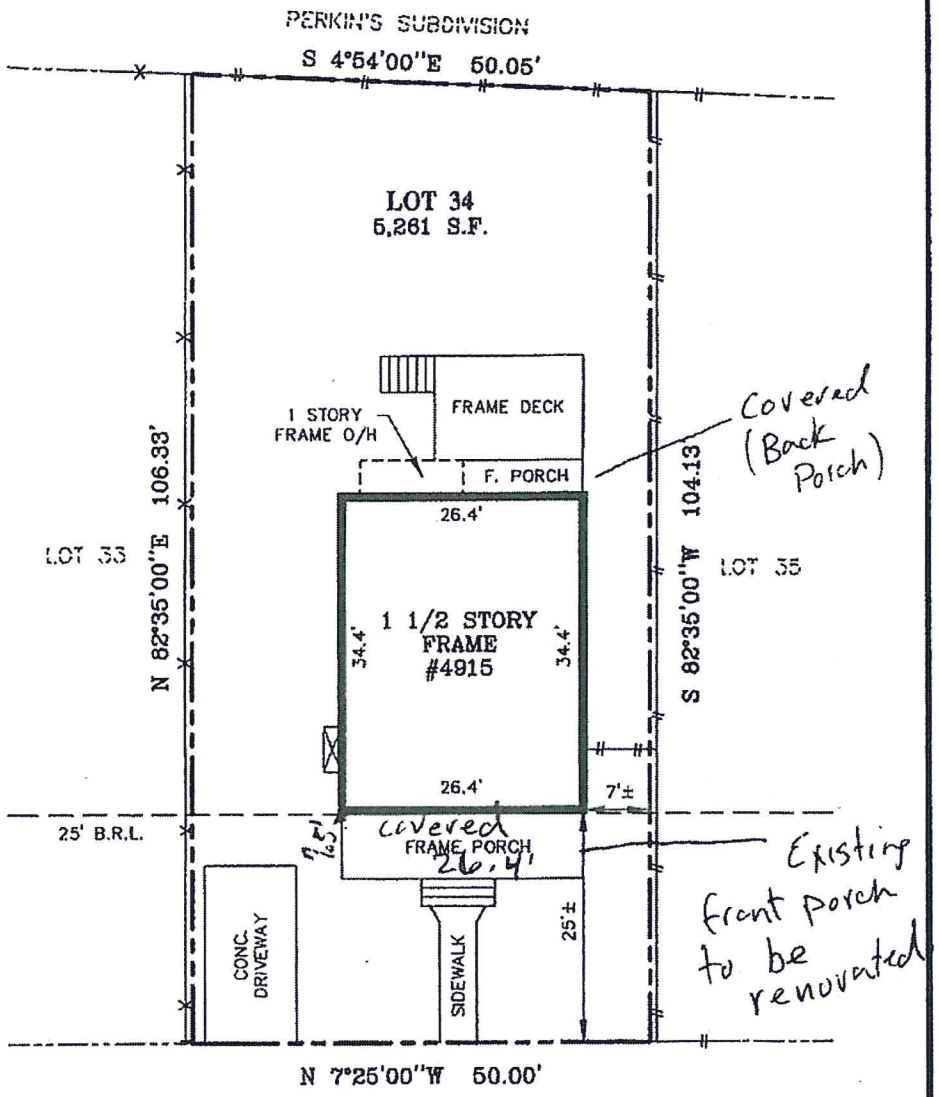
20781

CONSUMER INFORMATION NOTES:

1. This plan is a benefit to a consumer insofar as it is required by a lender or a title insurance company or its agent in connection with contemplated transfer, financing or re-financing.
2. This plan is not to be relied upon for the establishment or location of fences, garages, buildings, or other existing or future improvements.
3. This plan does not provide for the accurate identification of property boundary lines, but such identification may not be required for the transfer of title or securing financing or re-financing.
4. Building line and/or Flood Zone information is taken from available sources and is subject to interpretation of originator.
5. No Title Report furnished.

Notes:

1. Flood zone "C" per H.U.D. panel No. 0026C.
2. Setback distances as shown to the principal structure from property lines are approximate. The level of accuracy for this drawing should be taken to be no greater than plus or minus 3 feet. Fences, if shown, have been located by approximate methods.
3. No property corners found.



STATE OF MARYLAND
JEFFREY A. FOSTER
REG. NO. 587
PROPERTY LINE SURVEYOR

EXH. # 2
V-20-17

LOCATION DRAWING
LOT 34, BLOCK C 1
RESUBDIVISION OF
GEORGE B. FURMANS
ADDITION TO
HYATTSVILLE
PRINCE GEORGE'S COUNTY, MARYLAND

SURVEYOR'S CERTIFICATE	REFERENCES		
"THE INFORMATION SHOWN HEREON HAS BEEN BASED UPON THE RESULTS OF A FIELD INSPECTION PURSUANT TO THE DEED OR PLAT OF RECORD. EXISTING STRUCTURES SHOWN HAVE BEEN FIELD LOCATED BASED UPON MEASUREMENTS FROM PROPERTY MARKERS FOUND OR FROM EVIDENCE OF LINES OF APPARENT OCCUPATION."	PLAT BK. 3	SNIDER & ASSOCIATES LAND SURVEYORS	
Jeffrey A. Foster	PLAT NO. 33	20270 Goldenrod Lane, Suite 110 Germantown, Maryland 20876 301/948-5100 Fax 301/948-1286	
MARYLAND PROPERTY LINE SURVEYOR REG. NO. 587	LIBER	DATE OF LOCATIONS	SCALE: 1" = 20'
	FOLIO	WALL CHECK:	DRAWN BY: E.H.
		HSE. LOC.: 8-23-12	JOB NO.: 08-03602

City of Hyattsville Zoning Variance Policy Statement and Variance Process –

The Mayor and Council adopted the following City of Hyattsville Policy and Process for Zoning Variance Requests: City of Hyattsville Zoning Variance Policy Statement:

The City of Hyattsville affirms the role of the Prince George's County Planning Board zoning authority and "the purposes, intent, standards and design criteria set forth in the Zoning Ordinance and appropriate County policies."

The City of Hyattsville affirms the current zoning policy within the City limits and as a matter of policy does not support zoning variances as a normal business practice.

The City's support of a zoning variance ordinarily be granted only after the Mayor and City Council acknowledge that the granting of a variance:

1. remedies a unique situation that zoning did not anticipate;
2. remedies that which creates a significant hardship on the property-owner that can be documented and clearly demonstrated;
3. will result in benefits to the residents and improve the quality of the environment of the City.

Citizens requesting such support shall submit:

1. current plat of site with all existing conditions;
2. photos of all existing site conditions;
3. scale plans and elevations of existing conditions and proposed changes
4. narrative description of the proposed changes, specifics of the zoning variance requirements and an explanation of how the zoning variance request responds to:
    a. a unique situation that zoning did not anticipate;
    b. a significant hardship on the property owner
    c. benefits to the residents and improve the environment of the City

The City shall as a matter of policy provide letters of support for residents to document a "non conforming lot" as part of the normal permitting process for projects complying with all other aspects of zoning regulations, unless the matter at hand is the certification of a non-conforming use on a non-conforming lot. The standard for the support of the certification of a non-conforming use on a non-conforming lot would revert to the instant aforementioned requirements for City support of a zoning variance.

The City will not support variance requests for additional lot coverage when the intention of the request is to add off-street parking on the lot, except in extraordinary circumstances

City of Hyattsville Zoning Variance Process

Requests for zoning variances shall be processed by the Office of Code Enforcement and reviewed by the staff for technical issues. The Office of Code Enforcement shall determine if the request complies with all of the requirements of City of Hyattsville Zoning Variance Policy or to document a "non conforming lot". The Supervisor shall then issue a report for the City Administrator citing one of the following "Actions":

A. The request for the City's support of the zoning variance does not comply with City's policy, Do Not Recommend Approval
B. The request for the City's support of the zoning variance does comply with City's policy, Recommend Approval - Zoning Variance
C. The request for the City's support of the zoning variance does comply with City's policy for "non conforming lots", Recommend Approval - Non Conforming Lot

The City Administrator shall review the Office of Code Enforcement Supervisor's Report and determine which of the following actions is applicable and execute accordingly:

A. Do Not Recommend Approval - The City Administrator shall draft a letter detailing the City's opposition for the proposed request for a zoning variance for the Mayor's consideration and signature. The City letter opposing the proposed request for a zoning variance shall be placed on the Consent Items Agenda for approval by the City Council.
B. Recommend Approval - Zoning Variance - The City Administrator shall forward the Office of Code Enforcement Supervisor's Report for the proposed request for a zoning variance to the (Planning Committee for review and comment along with any other City staff comments) the Mayor and City Council for action.
C. Recommend Approval - Non Conforming Lot - The City Administrator shall draft a letter detailing the City's support for the proposed request for a zoning variance for a "non conforming lot" to the Mayor for his review and signature. The City letter supporting the proposed request for a zoning variance shall be placed on the Consent Items Agenda for approval by the City Council.

Adopted by the Mayor and Council on February 13, 2006
Amended by the Mayor and Council on October 3, 2011

Hyattsville City Council Agenda Item Report

Meeting Date: April 3, 2017
Submitted by: Laura Reams
Submitting Department: Legislative
Item Type: Ordinance
Agenda Section: Action Items (8:55 p.m. – 9:15 p.m.)

SUBJECT
Hyattsville Ordinance 2017-02, An Ordinance whereby the City Council establishes itself as a Sanctuary City and establishes that the City of Hyattsville does not intervene in federal immigration matters. (10 minutes)

Motion #
159-04-FY17

Recommendation:
I move that the Mayor and Council introduce Hyattsville Ordinance 2017-02, an Ordinance whereby the City Council establishes itself as a Sanctuary City and establishes that the City of Hyattsville does not intervene in federal immigration matters (FIRST READING).

Sponsor(s):
Paschall, Hollingsworth, Wright, Warner, Ward, Solomon, Lawrence, Haba, Croslin

ATTACHMENTS
HO 2017-02 Non-intervention Ordinance to Mayor and Council 3.28.17_FINAL.pdf

Summary Background:
President Trump has signed an Executive Order targeting local jurisdictions that refuse to expend local resources enforcing federal immigration laws with a threat that localities who refuse to comply with 8 U.S.C. 1373 will be ineligible for most federal funding. President Trump has also called for the creation of a Muslim Registry, which would unconstitutionally target residents in the United States, citizens and non-citizens alike, based on their religious belief.

The City of Hyattsville has a longstanding history of non-engagement in immigration issues - our Police Department has a longstanding practice of not inquiring about a person's immigration status, and when an officer becomes aware that a person is undocumented, our practice is not to proactively report that person's immigration status to federal authorities. Further, the City's current practice is not to expend City resources checking people against federal databases to inquire about whether the person is lawfully present.

These policies are key to public trust in our government, and especially police, institutions. Hyattsville has established a community-based policing model whereby officers are part of the fabric of our community. To utilize local law enforcement to target minority populations in Hyattsville for federal immigration enforcement would undermine our City's efforts to ensure public trust in our local law enforcement agencies.

This Ordinance will establish Hyattsville as a Sanctuary City, codifying the longstanding practices of the City of Hyattsville and clarifying that City staff and agents may not expend City resources, including staff time, on federal immigration enforcement activity. Moreover, this ordinance would prohibit the City from entering into a funding arrangement with the federal government that would deputize local law enforcement with federal immigration powers, or otherwise work to act as a local Deportation Force for the federal government. By refusing to enter into funding arrangements with the federal government regarding federal immigration enforcement and by prohibiting the use of City resources toward this endeavor, this Ordinance would prevent local taxpayer dollars from being used

for federal immigration enforcement. This Ordinance would allow for local law enforcement to release detainees to immigration enforcement authorities only if they produce an active criminal warrant for the person's arrest. This Ordinance will also prohibit the City from participating in any sort of registry of residents based on a protected class such as religion or race.

The motion was submitted on January 26, 2017 and a Public Hearing was held on March 6, 2017. The City Attorney has completed legal review of the motion and drafted the ordinance per Council input. The Ordinance was discussed by the Mayor and Council on March 20, 2017.

Next Steps:
Once passed, Staff will be required to undertake a review of existing forms to remove inquires about immigration status, if any such forms request that information (unless the inquiry about immigration status is required by state or federal law).

Fiscal Impact:
TBD

City Administrator Comments:
The staff has reviewed the proposed ordinance and has no operational concerns.

Community Engagement:
A Public Hearing was held on March 6, 2017 and a forum for questions is available on the City's Speak Up website.

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

Legal Review Required?
Legal Review Complete

CITY OF HYATTSVILLE
ORDINANCE 2017-02

An Ordinance whereby the City Council establishes itself as a Sanctuary City and establishes that the City of Hyattsville does not intervene in federal immigration matters.

WHEREAS, the government of the United States of America has the exclusive authority to enact laws with respect to how foreign-born persons are granted entrance into the United States and determining who among them may stay; and

WHEREAS, the government of the United States of America has put in place a robust statutory and regulatory scheme regarding immigration; and

WHEREAS, the City of Hyattsville has the authority to enact laws which are not preempted by or in conflict with federal law or State law provided such authority has been granted to it by the state; and

WHEREAS, Maryland Annotated Code, Local Government Article, Section 5-202 grants to municipal corporations of the State of Maryland, including the City of Hyattsville, the power to preserve peace and good order and protect the health, comfort, and convenience of their residents and to enact laws regarding same; and

WHEREAS, it is the sense of the Mayor and Council that it is not a proper utilization of the City of Hyattsville's resources to enforce federal immigration laws; and

WHEREAS, City of Hyattsville law enforcement officers are not trained in immigration enforcement; and

WHEREAS, public safety is enhanced when members of the community cooperate with City law enforcement officers in the investigation of crimes to which such members of the community are victims or witnesses; and

WHEREAS, it is the sense of the Mayor and Council that the Hyattsville community is strengthened by the City providing benefits, services, and opportunities to individuals regardless of their citizenship or immigration status to the extent permitted by law; and

WHEREAS, it is the Mayor and Council's intent to maintain trust between members of the community and the City while ensuring public safety goals are met.

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Hyattsville in regular session assembled that Chapter 61 of the City of Hyattsville Code is enacted as follows:

§ 61-1 Non-intervention with Respect to Citizenship and Immigration.

A. No official or employee may inquire into an individual's citizenship or immigration status.

B. If an official or employee learns of an individual's citizenship or immigration status, the official or employee may not act based solely on the individual's citizenship or immigration status.

C. No official or employee may utilize or allow to be utilized City resources to support federal civil immigration enforcement operations or activities.

§ 61-2 Immigration Enforcement is a Federal Responsibility.

A. No official or employee may detain or arrest an individual based solely on known or suspected violations of federal civil immigration law.

B. No official or employee may utilize any individual's citizenship or immigration status as an interrogation tool or tactic. No official or employee may communicate to a suspect, detainee, or arrestee that any individual's ability to remain within the United States of America may be in jeopardy. Nothing herein shall be construed as barring an official or employee from providing information regarding an individual's citizenship or immigration status to that same individual.

C. No official or employee may enter into an agreement under 8 U.S.C. § 1357(g) or any other federal law that permits state or local governmental entities to enforce federal immigration laws.

D. No provision in this Chapter shall be construed as prohibiting the City of Hyattsville Police Department from:

1. Investigating, detaining, or arresting violators of the criminal law; or

2. Assisting any law enforcement agency with investigations or arrests relating to criminal activity and suspected criminal activity other than violations of the civil immigration and nationality laws of the United States of America; or

3. Complying with the provisions of 8 U.S.C. § 1373.

§ 61-3 City Benefits.

A. No official or employee shall condition the provision of City benefits, opportunities, or services on a person's citizenship or immigration status unless required to do so by federal law, state law, this Code, or court order.

B. No official or employee shall condition the provision of City benefits, opportunities, or services based solely on the ability of the applicant to provide a driver's license or identification card issued by the State of Maryland unless required to do so by federal law, state law, this Code, or court order.

DRAFT

C. Unless otherwise required by law, the City shall accept identifications issued by social service organizations as sufficient proof of identification for the purposes of providing City benefits, opportunities, or services.

D. The City of Hyattsville shall not retain information related to an individual's citizenship or immigration status. The City Administrator shall promptly conduct a review of all applications, questionnaires, and interview forms utilized for the provision of City benefits, opportunities, or services. Any information sought regarding citizenship or immigration status, other than those required by federal law, state law, this Code, or court order, shall be removed.

E. No provision in this Chapter shall be construed as preventing any official or employee from complying with 8 U.S.C. § 1644.

§ 61-4 Discrimination and Unconstitutional Registries Prohibited.

A. No official or employee shall discriminate against any person on the basis of citizenship, nationality, or immigration status.

B. No official or employee shall participate in any federal registration program that requires registration of individuals on the basis of age, race, color, creed, religion, national origin, ancestry, disability, marital status, sex, sexual orientation, gender identity, physical characteristic, citizenship, nationality, or immigration status. If any official or employee becomes aware of any requirement that the City participate in any such program, the official or employee shall notify the City Administrator immediately. The City Administrator shall inform the Mayor and Council of the requirement and direct that the City Attorney review the requirement and advise the Mayor and Council as to the legality of the requirement.

§ 61-5 Reporting Requirements.

The City Administrator shall report to the Mayor and Council the number of requests received by the City from the federal government regarding any matter covered by this ordinance. The report shall be made every six months and include the nature of the request or requests and the nature of any response. The City Administrator shall respond to a request by the Mayor or a Councilmember regarding a specific incident covered by this ordinance within two business days of the request.

§ 61-6 Preemption or Conflicts.

A. No provision of this Chapter shall apply whenever the provision conflicts with federal law, state law, this Code, or court order.

B. This Chapter does not prohibit disclosure of information regarding citizenship or immigration status if the disclosure is:

1. Required or authorized by federal law, state law, this Code, or court order; or

2. Authorized in writing by the subject of the information.

C. Nothing herein shall be construed as applying to the City of Hyattsville's requirements for eligibility for employment and/or employee benefits.

§ 61-7 Construction.

The provisions of this Chapter shall be construed so as to be effective to the extent that they do not conflict with federal law, state law, this Code, or any Court order.

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 20 days from the date of its adoption;

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 3, 2017.

ADOPTED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on _____, 2017.

Adopted: _____

Attest: _____ _____

Laura Reams, City Clerk Candace B. Hollingsworth, Mayor

[ ] indicate deletions
_____/**BOLD**/CAPS indicate additions
Asterisks * * * Indicate matter retained in existing law but omitted herein

DRAFT

Hyattsville City Council Agenda Item Report

Meeting Date: April 3, 2017
Submitted by: Jim Chandler
Submitting Department: Community & Economic Development
Item Type: Resolution
Agenda Section: Action Items (8:55 p.m. – 9:15 p.m.)

SUBJECT
Resolution 2017-01: Maryland DHCD Sustainable Communities Designation (10 minutes)

Motion #
160-04-FY17

Recommendation:
I move that the Mayor and Council introduce and adopt Hyattsville Resolution 2017-01, a Resolution of the Mayor and City Council of the City of Hyattsville, Maryland, for the purpose of designating the City of Hyattsville as a Sustainable Community, pursuant to the attached Sustainable Community map (and Sustainable Community Plan, as further described in the Sustainable Community Application, for approval either directly by the Department of Housing and Community Development of the State of Maryland or through the Smart Growth Subcabinet of the State of Maryland. (FIRST READING AND ADOPTION)

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS

Memo - Maryland DHCD Sustainable Communities Designation.docx

Resolution 2017-01 Sustainable Communities - Hyattsville.doc

Sustainable Community Designated Area_03302017.pdf

Summary Background:
On October 26, 2011, the City of Hyattsville was designated as a Sustainable Community by the State of Maryland Department of Housing & Community Development. The City's designation has expired and therefore it is necessary to apply for recertification. Designations are expected to take place in June/July 2017.

Next Steps:
Staff is scheduled to submit the updated application to Maryland DHCD on April 7, 2017 and will submit the 'Sustainability Plan' after it is adopted by the Hyattsville City Council.

Fiscal Impact:
N/A

City Administrator Comments:
Recommend Support

Community Engagement:
The City of Hyattsville hosted multiple 'Speak Up' community planning sessions in September and November 2016 and will be hosting additional sessions on April 22nd and April 25th, 2017.

Strategic Goals:
Goal 1: Ensure Transparent and Accessible Governance
Action 1.1 – Provide opportunities for resident participation in civic engagement

Legal Review Required?
The City Attorney has reviewed and approved Resolution 2017-01.

City of Hyattsville

Memo

To: Mayor and Council

CC: Tracey Nicholson, City Administrator

From: Jim Chandler, Assistant City Administrator, Director, Com. & Econ. Development

Date: March 29, 2017

Re: Maryland DHCD Sustainable Communities Designation

The intent of this memorandum is to provide the City Council with background regarding the State of Maryland DHCD Sustainable Communities designation and recertification process.

Maryland DHCD Sustainable Communities

The Sustainable Communities Act of 2010 established a shared geographic designation to promote efficient use of scarce State resources based on local sustainability and revitalization strategies. The Sustainable Communities program consolidated resources for historic preservation, housing and economic development under a single designation with an emphasis on infrastructure improvements, multimodal transportation and "green" development. The legislation established the Governor's Smart Growth Subcabinet as the body charged with final approval of Sustainable Communities designations.

The Maryland Department of Housing and Community Development's Sustainable Communities Program is a place-based designation offering a comprehensive package of resources that support holistic strategies for community development, revitalization and sustainability. Led by the department, Sustainable Communities has provided local governments with a framework for promoting environmentally, economically and socially responsible growth and development in existing older communities.

To better support comprehensive strategies for development and revitalization, various state agencies have contributed to the creation of a revitalization toolbox. The toolbox is a reflection of how various agencies are prioritizing investment in Maryland's Sustainable Communities.
The Sustainable Community designation is a threshold requirement for certain department's programs, such as, Community Legacy, Neighborhood BusinessWorks, and Strategic Demolition and Smart Growth Impact Fund.

City of Hyattsville
On October 26, 2011, the City of Hyattsville was designated as a Sustainable Community by the State of Maryland Department of Housing & Community Development. The City's designation has expired and therefore it is necessary to apply for recertification. Staff is scheduled to submit the updated application to Maryland DHCD on April 7, 2017 and will submit the 'Sustainability Plan' after it is adopted by the Hyattsville City Council. Designations are expected to take place in June/July 2017.

- All Sustainable Communities Area applications must meet the following requirements:
- Sustainable Community boundaries must be entirely within a Priority Funding Area and should be indicative of a targeted approach;
- A local government resolution in support of the boundary designation and Plan must accompany the application;
- The proposed Sustainable Community should be within or near a town center or transportation center, and have a need for financing assistance for small businesses, nonprofit organizations or microenterprises;
- The proposed Plan must be consistent with other existing community or comprehensive plans.

The SC Area boundary submitted for this recertification cycle is identical to the City of Hyattsville's municipal boundary as was previously approved by Maryland DHCD. The City's sustainability strategy addresses commercial, residential and parklands, making it necessary to include all geographical locations throughout the municipality's legal boundary.

The attached resolution is included for consideration by the City Council.

RESOLUTION 2017-01

A Resolution of the City of Hyattsville, Maryland to designate the City of Hyattsville as a Sustainable Community, pursuant to the attached Sustainable Community map (and Sustainable Community Plan (the "Plan"), as further described in the Sustainable Community Application (the "Application"), for approval either directly by the Department of Housing and Community Development (the "Department") of the State of Maryland or through the Smart Growth Subcabinet of the State of Maryland.

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

WHEREAS, the City of Hyattsville proposes to (i) designate the area of incorporated limits in the City of Hyattsville, as outlined on the attached map (the "**Area**"), as a Sustainable Community and to (ii) adopt the Plan, as further described in the Application, for the purposes of contributing to the reinvestment and revitalization in the Area; and

WHEREAS, the Area is located within a priority funding area under Section 5-7B-02 of the Smart Growth Act; and

WHEREAS, the applicable law and the Community Legacy Program regulations require a local government to submit an application to the Department in order to become a designated Sustainable Community, and to adopt a satisfactory Sustainable Community Plan in order to be eligible to receive financial assistance under the Community Legacy Program;

NOW, THEREFORE BE IT RESOLVED that the City of Hyattsville hereby (i) endorses the designation of the Area as a Sustainable Community; and (ii) adopts the Sustainable Community Plan described in the Application.

BE IT FURTHER RESOLVED that the chief elected executive official is hereby requested to endorse this Resolution, indicating his or her approval by signature hereof; and

BE IT FURTHER RESOLVED that the following persons are hereby authorized to execute documents and take any action necessary to carry out the intent of these Resolutions;

Name	Office/Title	Signature
Tracey E. Nicholson	City Administrator	_____
James Chandler	Assistant City Administrator	_____
_____	_____	_____

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 for consideration by the Smart Growth Sub-Cabinet.

READ AND PASSED THIS 3rd day of April, 2017.

I hereby certify that Resolution Number 2017-01 is true and correct and duly adopted by the Mayor and Council of the City of Hyattsville, Maryland

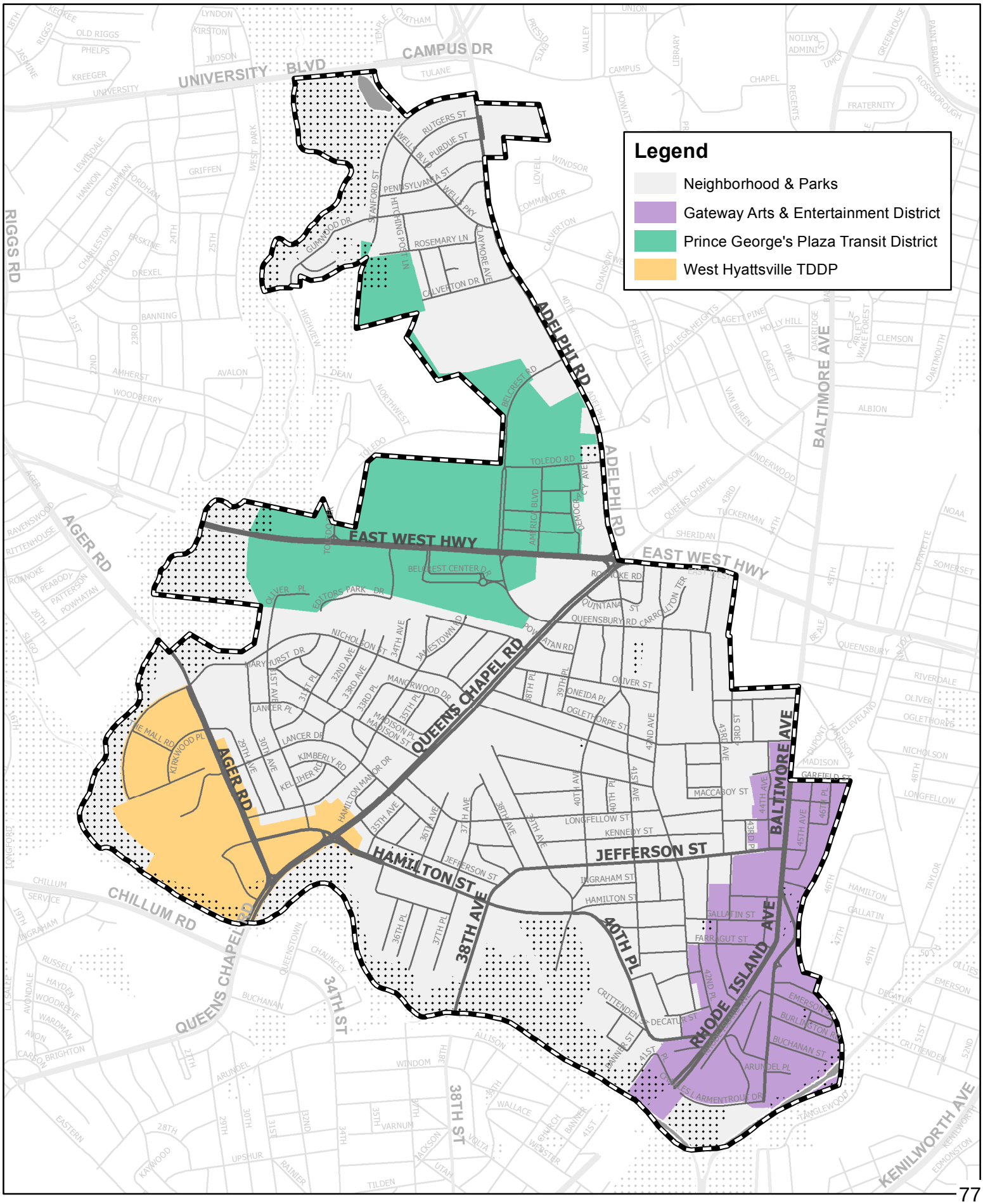
ATTEST/WITNESS: City of Hyattsville, Maryland

By: _____
Laura Reams
Clerk, City of Hyattsville

APPROVED City of Hyattsville, Maryland

By: _____
Candace B. Hollingsworth
Mayor, City of Hyattsville

Date: April 3, 2017



City of Hyattsville

Sustainable Community Designated Area

This map displays City of Hyattsville's Sustainable Community Designated Area.

Data Source: Hyattsville Community & Economic Development Department.

Author: SF
Date: March 29, 2017

Hyattsville City Council Agenda Item Report

Meeting Date: April 3, 2017
Submitted by: Jake Rollow
Submitting Department: Community Services
Item Type: Legislative
Agenda Section: Discussion Items (9:15 p.m. – 9:55 p.m.)

SUBJECT
Electronic Sign Purchase (10 minutes)

Motion #
Discussion, Scheduled for Action/Consent on 4/17

Recommendation:

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS
Electronic Sign Background_2017-04-03.docx

Summary Background:
The FY17 Capital Improvement Budget includes $50,000 to purchase two electronic signs for messaging and to promote City activities and events. The staff is ready to proceed with the purchase of two 6-ft wide, 3ft tall, 16 millimeter LED high resolution and highly durable signs that can display text and color photos. They will have an internal modem to allow messages to be changed remotely and a timer feature which will allow messages to dim or turn off in the evenings or overnight. The signs will be placed at Centennial Park and the front of 3505 Hamilton Street. These locations are City owned properties with easy access to electricity and high volume traffic for visibility. The Ager Road location will be revisited once the planned upgrades and roadwork is completed.

Next Steps:
Pending Council feedback, place item on action/consent.

Fiscal Impact:
$50,000

City Administrator Comments:
Recommend Approval

Community Engagement:
These signs will improve the City's ability to engage the community.

Strategic Goals:
Goal 1 - Ensure transparent and accessible governance.

Legal Review Required?
NA

City of Hyattsville

Memo

To: Mayor and Council

From: Jake Rollow, Community Services Director

CC: Tracey Nicholson, City Administrator

Date: April 3, 2017

Re: Electronic Sign Purchase and Placement

Overview

The Community Services Department seeks approval from the Mayor and Council to purchase two electronic signs to promote City activities and events. The FY17 Capital Budget included $50,000 for the signs.

Sign Specs

Each of the signs will be 6-feet wide and 3-feet tall, and feature 16 millimeter LED panels for a high resolution. The resolution makes the signs capable of displaying text as well as full-color photos. The signs are also highly durable, able to withstand being hit with a baseball bat without damage, according to dealers we have spoken to. They will each have an internal modem, so that changing the messages can be done remotely, and display many messages stored on an external server. Finally, the signs can be set on timers to dim or turn off in the evenings or overnight.

Locations

One of the signs will be placed at Centennial Park in a new mount, and the other sign will be placed in front of 3505 Hamilton Street, in the existing mount. These locations are both City owned, easy to access with

electricity, and witness to significant traffic. Initially, we sought to place a sign on Ager Road, but in the coming years there is substantial construction slated for the road and adjacent sidewalks and greenspace. However, once this work is completed, the sign placed at 3505 Hamilton could be moved to Ager Road, or an additional sign could be purchased for Ager Road.

Hyattsville City Council Agenda Item Report

Meeting Date: April 3, 2017
Submitted by: Jim Chandler
Submitting Department: Community & Economic Development
Item Type: Report
Agenda Section: Discussion Items (9:15 p.m. – 9:55 p.m.)

SUBJECT
Residential Parking Zone Committee (30 minutes)

Motion #
Discussion

Recommendation:

Sponsor(s):
At the Request of the City Administrator

ATTACHMENTS

Memo_-_Residential_Parking_Zone_-_Staff_Review.docx

RPZ Committee Recommendations - March 2017.pdf

Residential Parking Committee Recommendations 9.29.16.pdf

Summary Background:
On January 19, 2016, the Mayor and Council created and appointed members to the Residential Parking Zone Ad Hoc Committee.

The Committee presented their adopted recommendations to the Mayor and City Council on Monday, October 17, 2016. There were two specific areas that the Council directed staff to further evaluate and make recommendations on implementation and impact. Specifically:

1. The Recommendation for elimination of the 2-hour grace period;
2. Address and account for the parking needs of businesses in residential neighborhoods with permit parking zones.

The attached memorandum includes a spreadsheet that details the Committee recommendations with the Staff's recommendations and budgetary impact as/if applicable.

Next Steps:
It will be necessary for the City Council to approve and authorize the City Attorney to draft an ordinance modifying Chapter 114 - Article IV to reflect the various positions adopted by the Council.

Fiscal Impact:
Fiscal Impacts are noted on the attached spreadsheet.

City Administrator Comments:
See attached recommendations

Community Engagement:
The Residential Parking Zone Ad Hoc Committee meetings consisted of volunteer residents appointed by the City Council and the minutes of each meeting were provided to the City Clerk.

Strategic Goals:
Goal 1: Ensure Transparent and Accessible Governance
Action 1.1 – Provide opportunities for resident participation in civic engagement

Legal Review Required?
N/A

Memo

To: Mayor and City Council

CC: Tracey Nicholson, City Administrator
Chris Giunta, Manager of Code & Parking Compliance

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

Date: March 30, 2017

Re: Residential Parking Zone Recommendations

On January 19, 2016, the Mayor and Council appointed members to the Residential Parking Zone (RPZ) Ad Hoc Committee. The Committee was created by the City Council with the following directive:

> "The Residential Parking Zone Ad Hoc Committee was established to review and make recommendations on City policies related to the City's residential parking zone program. The Mayor and Council shall strive to include at least one member on the committee from each Ward of the City. The committee shall conduct a review of the City's current residential parking zone program, exploring gaps in service, needs, and best practices, with the intent of developing a set of recommendations for modifying the program in order to better serve parking needs in neighborhoods throughout the City. The committee shall make its recommendations to the Council within 120 days of its inception, after which the committee's charter shall end."

The Committee's adopted recommendations were presented to the Mayor and City Council on Monday, October 17, 2016. A complete copy of the adopted recommendations is attached to this memorandum.

Over the past several months, City Staff has evaluated the operational and fiscal impacts of the Committee's recommendations. Attached to this memorandum is a spreadsheet that details each individual Committee recommendation with Staff's recommendations for addressing each issue and the investment necessary to execute each individual item.

There were two specific areas that the Council directed staff to further evaluate and make recommendations on implementation and impact. Specifically:

1. Recommendation for elimination of the 2-hour grace period;
2. Address and account for the parking needs of businesses in residential neighborhoods with permit parking zones.

Grace Period

Staff has continued to assess the impacts of the existing grace period and the lifting of the grace period in part or entirely. Staff continues to support the need for a reduction in the grace period, however Staff is not supportive of complete elimination of the grace period. Staff is recommending that existing Residential Parking Zones be categorized into two distinct categories:

1. High Volume RPZ's: Zone's in which the vehicle volume primarily is the result of higher density, lack of off-street parking. (15-minute grace period)

2. Commuter/Commerce RPZ's: Zone's in which the vehicle volume has peaks at certain times, but generally has the capacity to absorb additional on-street parking demand. (30-minute grace period)

Staff is confident that we have the ability to effectively respond to both the 15 and 30 minute intervals from when the vehicle is chaulked to when it is eligible to receive a parking citation.

Commercial Uses

There are several permit parking zones within the City where businesses are mixed with private residences. Some City residents owning and operating these businesses may have executed building purchase or lease documents based on relaxed enforcement of permit parking requirements at the time of execution. Guest parking permits can be problematic for the clients of these business owners. The Committee recommends that such business owners be allowed to review with Parking Compliance personnel an option for a number of temporary parking passes for their customers based on a set of approved criteria that will include the number of available parking spaces on their street as determined by Parking Compliance personnel, or other appropriate means such as parking meters.

Staff would like the Council to consider the following options/alternatives when considering commercial properties located within a designated Residential Parking Zone:

Option 1: Eliminate commercially zoned properties from existing RPZ's and do not permit future RPZ applications to include commercially zoned properties. The 4300 Block of Hamilton Street includes a RPZ on the south side of the street (Residential) and street meters on the north side of the street (Commercial).

Option 2: Create designated areas within RPZ's in which the RPZ rules are lifted for a set period of time. For new requests, the designated area should be identified when the RPZ is established. For existing zones, businesses should submit a petition requiring the same criteria of demonstrated support.

Option 3: Utilize a combination of parking meters and/or zoned pay-by-phone. The meters and pay-by-phone would be enforced during specific hours and would default to the RPZ during all other hours.

Residential Parking Zone Ad Hoc Committee Recommendations			
Recommendation	**Committee Recommendation Comments**	**Staff Comments (Updated as of March 2017)**	**Budgetary Impacts**
Void All Current Permits	The current parking permit system is ineffective and inefficient. All existing parking permits should become void on a scheduled date (set by the City), and residents in parking permit zones should be required to register for new permits by a specific date to avoid fines.	**Staff generally concurs with the Committee, though any revamp of the program would require a phasing by zone groups over a 3-4 month period.**	Not Applicable
Change the parking permit system to two-year renewal	Parking permits with no termination date are ineffective in a burgeoning City such as Hyattsville. Parking permits should be issued with two year renewal requirements.	**Staff generally concurs with the Committee. Costs are reflected in the FY2018 Proposed Budget CED - Parking.**	**$15,000**
Eliminate allowance of two hour grace period before issuing parking tickets to parkers without residential parking permits in established permit zones	The use by Parking Compliance personnel of a two hour grace period before ticketing parked cars without parking permits in permit zones is a legacy practice from the Hyattsville Police Department. This is contrary to effective parking enforcement, wasteful of the City's resources in personnel time spent travelling to and from the locations to mark vehicle tires prior to ticketing, and impacts the ability of residents to park near their residences. As the two hour grace period is purely complimentary and does not exist in any regulatory language, the Committee recommends the use of this grace period be immediately eliminated	**Staff has continued to assess the impacts of the existing grace period and the lifting of the grace period in part or entirely. Staff continues to support the need for a reduction in the grace period, however Staff is not supportive of complete elimination of the grace period. Staff is recommending that existing Residential Parking Zones be categorized into two distinct categories:** **1. High Volume RPZ's: Zone's in which the vehicle volume primarily is the result of higher density, lack of off-street parking. (15-minute grace period)** **2. Commuter/Commerce RPZ's: Zone's in which the vehicle volume has peaks at certain times, but generally has the capacity to absorb additional on-street parking demand. (30-minute grace period)** **Staff is confident that we have the ability to effectively respond to both the 15 and 30 minute intervals from when the vehicle is chaulked to when it is eligible to receive a parking citation.**	$4,000
Use the following metrics when issuing permits in parking permit zones:	A. Within a designated residential parking permit zone, the overall number of permits issued by the City should be determined by Parking Compliance based on the total amount of available street parking, minus a 10 percent buffer for guest parking. In this way, the total number of permits issued to residents would vary based on the availability of parking spaces on their street. Each Hyattsville home in parking permit zones should be issued no more than two parking permits for on-street parking. B. The Parking Compliance staff should take the number of available off-street parking spaces (such as driveways and garages) into consideration when granting parking permits. Where street parking is limited, residents with off-street parking should be issued fewer permits. c. Parking permits should only be issued to Maryland registered vehicles, with the exceptions including but not limited to active duty military personnel and students. d. Additional permits may be granted based on special considerations such as onsite caregivers and others as may be determined by Parking Compliance staff.	**Staff concurs with the Committee's recommendations to limit the total quantity of permits to the physical limitations of the streets. The distribution criteria for properties within each RPZ would need to be established and may need to be modified from time-to-time.** **Staff is generally agreeable to the Committee's proposal to reduce from each individual household based on the existence of a driveway, though due to various lengths of both cars and specific driveways an established reduction of a single permit may be more reasonable for administrative purposes.**	Budgetary impacts will be a function of quanity of new permits issued.
Homeowners of rental properties should be required to collect all parking permits from their tenants upon termination of a lease.	Failure to do so should result in a limitation on, or elimination of, permits issued to future residents.	**Staff has continued to review this recommendation and concluded that it will be more effective to restrict parking permits for licensed rental properties to a one-year renewal schedule. Parking permit applications for rental properties would be reviewed at time of the Residential Rental Renewal.**	

Establish a clear policy for guest permits.	Issued guest parking permits should be easily identified, and every permit should have an expiration date. One-day permit sets should be issued to residents at the time residential parking permits are issued to a resident. There should be a policy for short term and long term guest parking determined by the Parking Compliance separate from "party" or "event" permits.	**It is feasible to include in a 'Guest Permit' booklet one to two Guest Permits that are valid for a four (4) or five (5) day period of time. Additional short-term parking permits would be treated as a Special Permit request based on established administrative criteria. Costs are reflected in the FY2018 Proposed Budget CED - Parking.**	$3,000 - $4,000 per issuance cycle.
Address and account for the parking needs of businesses owned and operated by Hyattsville residents in residential neighborhoods with permit parking zones.	There are several permit parking zones within the City where businesses are mixed with private residences. Some City residents owning and operating these businesses may have executed building purchase or lease documents based on relaxed enforcement of permit parking requirements at the time of execution. Guest parking permits can be problematic for the clients of these business owners. The Committee recommends that such business owners be allowed to review with Parking Compliance personnel an option for a number of temporary parking passes for their customers based on the number of available parking spaces on their street as determined by Parking Compliance personnel, or other appropriate means such as parking meters.	**Staff would like the Council to consider the following options/alternatives when considering commercial properties located within a designated Residential Parking Zone:** **<u>Option 1:</u> Eliminate commercially zoned properties from existing RPZ's and do not permit future RPZ applications to include commercially zoned properties. The 4300 Block of Hamilton Street includes a RPZ on the south side of the street (Residential) and street meters on the north side of the street (Commercial).** **<u>Option 2:</u> Create designated areas within RPZ's in which the RPZ rules are lifted for a set period of time. The designated area should be identified when the RPZ is established or petitioned separately within exisiting zones using the same criteria of demonstrated support.** **<u>Option 3:</u> Utilize a combination of parking meters and or zoned pay-by-phone within designated areas of a RPZ. The meters and pay-by-phone would be enforced during specific hours and would default to the RPZ during all other hours.**	Budgetary impacts will need to be evaluated on a case-by-case basis.
Improve confusing permit parking signage	Parking permit zone signage is inconsistent relative to format, content, and display. The Committee recommends the following to ensure fair and effective enforcement: (a) improve the overall consistency of permit parking signage by color coding each zone, making certain that all signs have the zone number displayed; (b) clearly post the ordinance information; and (c) clearly display the applicable hours of enforcement.	**In coordination with the Department of Public Works, Staff has assesed the current residential parking signage inventory and is projecting a replacement cost of $60,000, which is reflected in the proposed FY2018 Capital Improvement Plan (CIP)**	**$60,00 total cost**
Modernize parking enforcement with effective technology and additional Parking Compliance personnel.	The Committee researched the current state of enforcement and opportunities to improve enforcement effectiveness in parking permit zones. To ensure fair, speedy and effective enforcement in these zones, the Committee recommends that the City budget for the purchase of license plate readers for use by Parking Compliance personnel, and additional Parking Compliance personnel.	**Staff has assessed the costs of Automated License Plate Reader (ALPR) technology at $16,000 per unt, which is reflected in the proposed FY2018 Capital Improvement Plan (CIP). Based on the performance of the ALPR, Staff will consider the acquisition of additional units in the FY2019 budget.**	**$16,000 per unt**
The City should publicize to City residents the process available for addressing parking concerns.	The City's residents would benefit from preparation and distribution of helpful information on how residents can address parking concerns on their streets; how to ask for and obtain new permit parking zones; how to obtain guest passes; and how the City enforces parking in permitted areas. The Committee recommends that the City Council authorize the Parking Compliance Department to prepare and distribute this information.	**A local "Parking" guide will be produced as part of the City's FY2018 budget and will include both residential parking and metered parking information. The guide will include a summary of all rules and regulations regarding parking. Costs are reflected in the FY2018 Proposed Budget CED - Parking.**	**$5,000**
Convert narrow two-way streets to one-way streets, using a one-way pairing rationale.	Based on safety concerns for residents, the City should study and convert some two-way streets to one-way streets based on the width of the streets as determined by an expert. This would allow for additional parking availability to residents.	The City recently utilized this approach to resolve a residential parking demand issue on 4000 block of Gallatin Street. A comprehensive transportation management study is underway and is assessing the feasibility and impacts of this recommendation.	Associated improvements would need to be scheduled for the FY2019 Capital Budget.

The City should create more public parking lots.	Additional parking solutions should be evaluated by the City near religious institutions, schools, and businesses with limited parking availability. Special parking accommodations could be made in nearby public and private parking areas to handle overflow parking during special events or scheduled services without affecting parking availability to residents near their homes.	The City has actively pursued the activation of City-owned property for use of public parking facilities.	Budgetary impacts will need to be evaluated on a case-by-case basis.
Residential streets without the benefit of sidewalks pose safety risks for pedestrians and should be considered for sidewalk installation.		The City's Sidewalk Policy addresses the Committee's comment.	Budgetary impacts will need to be evaluated on a case-by-case basis.

CITY OF HYATTSVILLE

RESIDENTIAL PARKING AD HOC COMMITTEE

RECOMMENDATIONS TO CITY COUNCIL

September 29, 2016

Ad Hoc Committee Members:

Catherine Barron Chair, Ward 1	Andrew Bishop Member, Ward 4	Irma Echeverria Member, Ward 5
Marquisha Powell Vice Chair, Ward 1	Chris Slezak Member, Ward	Joe Youhouse, Member, Ward 1
Brian Minter Secretary, Ward 2		

Summary:

The City Council's directive to the Residential Parking Ad Hoc Committee was to review and make recommendations on City policies related to the City's residential parking zone program; to review the City's current program by exploring gaps in service, needs, and best practices; and to develop recommendations for modifying the program in order to better serve parking needs in neighborhoods throughout the City.

The Committee convened its first meeting on April 26, 2016, and reviewed background materials on the current parking zone policies, procedures and enforcement thereof. Each Committee member selected one or more parking permit zones and agreed to visit those areas, talk to residents in those zones, and report to the Committee at the subsequent meeting in May. From that review and all subsequent Committee meetings, which were attended by interested City residents, it became clear to the Committee that: (a) the City of Hyattsville is becoming a "go to" location attracting new businesses and residents; (b) some of the premises upon which prior City regulations and policies were devised may no longer apply to our burgeoning City; and (c) one of the more important aspects to attracting businesses and residents is reasonable and accessible street parking.

After five months of review, the Committee recommends the following to the City Council, with the expectation that affirmative action on the recommendations can result in: (a) a harmonious plan for managing the existing parking permit zones while increasing parking capacity in the City; (b) education of residents and businesses on the City's parking capacity and compliance procedures; (c) new processes to help residents and businesses manage their expectations regarding parking availability; and (d) a focus on options available to the City as alternatives to additional permit parking zones.

Should the City Council choose to proceed with any or all of the below recommendations, the Committee recommends three months advance notice and outreach to City residents.

Recommendations:

The Committee recommends the following to the City Council:

1. **Void all current permits**. The current parking permit system is ineffective and inefficient. All existing parking permits should become void on a scheduled date (set by the City), and residents in parking permit zones should be required to register for new permits by a specific date to avoid fines.

2. **Change the parking permit system to two year renewal**. Parking permits with no termination date are ineffective in a burgeoning City such as Hyattsville. Parking permits should be issued with two year renewal requirements.

3. **Eliminate allowance of two hour grace period before issuing parking tickets to parkers without residential parking permits in established permit zones**. The use by Parking Compliance personnel of a two hour grace period before ticketing parked cars without parking permits in permit zones is a legacy practice from the Hyattsville Police Department. This is contrary to effective parking enforcement, wasteful of the City's resources in personnel time spent travelling to and from the locations to mark vehicle tires prior to ticketing, and impacts the ability of residents to park near their residences. As the two hour grace period is purely complimentary and does not exist in any regulatory language, the Committee recommends the use of this grace period be immediately eliminated.

4. **Use the following metrics when issuing permits in parking permit zones:**

   a. Within a designated residential parking permit zone, the overall number of permits issued by the City should be determined by the Parking Compliance Department based on the total amount of available street parking, minus a 10 percent buffer for guest parking. In this way, the total number of permits issued to residents would vary based on the availability of parking spaces on their street. Each Hyattsville home in parking permit zones should be issued no more than two parking permits for on-street parking.

   b. The Parking Compliance staff should take the number of available off-street parking spaces (such as driveways and garages) into consideration when granting parking permits. Where street parking is limited, residents with off-street parking should be issued fewer permits.

   c. Parking permits should only be issued to Maryland registered vehicles, with the exceptions including but not limited to active duty military personnel and students.

   d. Additional permits may be granted based on special considerations such as onsite caregivers and others as may be determined by Parking Compliance staff.

5. **Homeowners of rental properties should be required to collect all parking permits from their tenants upon termination of a lease**. Failure to do so should result in a limitation on, or elimination of, permits issued to future residents.

6. **Establish a clear policy for guest permits**. Issued guest parking permits should be easily identified, and every permit should have an expiration date. One-day permit sets should be issued to residents at the time residential parking permits are issued to a resident. There should be a policy for short term and long term guest parking determined by the Parking Compliance Department separate from "party" or "event" permits.

7. **Address and account for the parking needs of businesses owned and operated by Hyattsville residents in residential neighborhoods with permit parking zones**. There are several permit parking zones within the City where businesses are mixed with private residences. Some City residents owning and operating these businesses may have executed building purchase or lease documents based on relaxed enforcement of permit parking requirements at the time of execution. Guest parking permits can be problematic for the clients of these business owners. The Committee recommends that such business owners be allowed to review with Parking Compliance personnel an option for a number of temporary parking passes for their customers based on the number of available parking spaces on their street as determined by Parking Compliance personnel, or other appropriate means such as parking meters.

8. **Improve confusing permit parking signage**. Parking permit zone signage is inconsistent relative to format, content, and display. The Committee recommends the following to ensure fair and effective enforcement: (a) improve the overall consistency of permit parking signage by color coding each zone, making certain that all signs have the zone number displayed; (b) clearly post the ordinance information; and (c) clearly display the applicable hours of enforcement.

9. **Modernize parking enforcement with effective technology and additional Parking Compliance personnel**. The Committee researched the current state of enforcement and opportunities to improve enforcement effectiveness in parking permit zones. To ensure fair, speedy and effective enforcement in these zones, the Committee recommends that the City budget for the purchase of license plate readers for use by Parking Compliance personnel, and additional Parking Compliance personnel.

10. **The City should publicize to City residents the process available for addressing parking concerns.** The City's residents would benefit from preparation and distribution of helpful information on how residents can address parking concerns on their streets; how to ask for and obtain new permit parking zones; how to obtain guest passes; and how the City enforces parking in permitted areas. The Committee recommends that the City Council authorize the Parking Compliance Department to prepare and distribute this information.

Additional Recommendations:

1. **Convert narrow two-way streets to one-way streets, using a one-way pairing rationale.** Based on safety concerns for residents, the City should study and convert some two-way streets to one-way streets based on the width of the streets as determined by an expert. This would allow for additional parking availability to residents.

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

City Calendar: April 4 – 12, 2017

Call-A-Bus Trips:

- April 4th, 11:00 AM - 1:00 PM**:** Shoppers & Price Rite
- April 6th, 11:00 AM - 1:00 PM: Safeway & Aldi's
- April 10th, 11:00 AM - 1:00 PM: Giant
- April 11th, 11:00 AM – 1:00 PM: Shoppers & Price Rite

Bus pick up at Friendship Arms and by appointment for community residents. Participants must register by 2:00 PM the day before by calling (301) 985-5000.

Board of Supervisors of Elections Meetings

- April 4th, 4:00 PM @ City Municipal Building, 3rd Floor
- April 11th, 4:00 PM @ City Municipal Building, 3rd Floor

Ethics Commission Meeting
April 4, 2017, 7:00 PM - 9:00 PM @ City Municipal Building, 2nd Floor

Safe Streets Initiative Advisory Board Meeting
April 5, 2017, 10:30 AM - 12:00 PM @ City Municipal Building, 2nd Floor

Police & Public Safety Citizens' Advisory Committee Meeting
April 5, 2017, 7:30 PM - 8:30 PM @ City Municipal Building, 2nd Floor

Spring Community Yard Sale
April 7 - 9, 2017, 9:00 AM – 5:00 PM City-wide

Mary Prangley Bulk Trash Pickup Day
Please place your bulk trash curbside on Friday evening for pickup on the morning of Saturday, April 8.

Great Magruder Park Egg Hunt & Pancake Breakfast
April 8, 2017, 9:00 AM - 11:30 AM @ Magruder Park

HY-SWAP
April 8, 12:00 PM – 5:00 PM @ City Municipal Building. Come for free baby clothes, toys, gear and more.

Council Budget Work Session
April 12, 2017, 8:00 PM - 10:00 PM @ 3rd Floor Council Chambers