

City Council of Hyattsville, Maryland

AGENDA

City Council Regular Meeting

Monday, April 1, 2019

8:00 PM



Council Chambers

Hyattsville Municipal Building

4310 Gallatin Street, 3rd Floor

Hyattsville, MD 20781

(301) 985-5000 www.hyattsville.org

CITY COUNCIL

[Mayor Candace B. Hollingsworth](#)

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

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

[Bart Lawrence, Ward 1](#)

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

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

[Carrianna Suiter, Ward 3](#)

[Thomas Wright, Ward 3](#)

[Joseph Solomon, Ward 5](#)

[Erica Spell, Ward 5](#)

ADMINISTRATION

Tracey E. Nicholson, City Administrator

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

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

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

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

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

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

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

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1. Call to Order and Council Roll Call

2. Pledge of Allegiance to the Flag

3. Approval of Agenda

4. Approval of the Minutes

4.a) Approval of the Minutes

HCC-349-FY19

I move that the Mayor and Council approve the Special Council Meeting Minutes for April 18, 2018.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Minutes Apr 18 2018 FINAL.pdf](#)

5. Public Comment (8:10 p.m. – 8:20 p.m.) Limit 2 minutes per speaker

6. Presentations (8:20 p.m. - 8:55 p.m.)

6.a) City Administrator Update (5 minutes)

HCC-338-FY19

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

6.b) Presentation of the 2019 Election Candidates (5 minutes)

HCC-339-FY19

Lead Sponsor: Board of Supervisors of Elections

Co-Sponsor(s): N/A

[Certification of Election Candidates.pdf](#)

6.c) AARP Recognition for Age-Friendly Action Plan (10 minutes)

HCC-346-FY19

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

6.d) Census 2020 (15 minutes)

HCC-347-FY19

Presentation by Daniel Jones, Partnerships Specialist, US Census Bureau.

Lead Sponsor: Hollingsworth

Co-Sponsor(s): Croslin, Ward

7. Consent Items (8:55 p.m. - 9:00 p.m.)

7.a) Landscape Maintenance Contract

HCC-328-FY19

I move that the Mayor and Council authorize the award of a one (1) year contract, renewable by the City Administrator for up to three (3) additional years to Level Green Landscaping LLC for landscape maintenance at various locations in the City at an annual cost not to exceed \$70,000, upon the review and approval by the City Attorney for legal sufficiency.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

7.b) Surplus of City Fleet Maintenance Vehicle

HCC-329-FY19

I move that the Mayor and Council approve the sale of Fleet Maintenance Vehicle FMV003 from the Department of Public Works at public auction, all proceeds from the sale will be posted to General Fund Revenues.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

7.c) Purchase of Pedestrian Safety Cross Walk System

HCC-330-FY19

I move that the Mayor and Council authorize the expenditure of FY19 Capital Improvement Funds, in an amount not to exceed \$100,000, for the purpose of purchasing pedestrian crosswalk safety systems from Howard Industries, this is a sole source purchase.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[pedestrian-crossing-safety-system-presentation.pdf](#)

7.d) Surplus Police Vehicles

HCC-336-FY19

I move that the Mayor and Council declare the following vehicles surplus due to age, mileage, and condition:

Vehicle # 1: 2005, Chevrolet Impala, VIN # 2G1WF55K759141329

Vehicle # 4: 2005, Chevrolet Impala, VIN # 2G1WF55K859140836

Vehicle # 24: 2004, Chevrolet S10 Blazer, VIN # 1GNDDT13X14K156122

Vehicle # 25: 2005, Chevrolet S10 Blazer, VIN # 1GNDDT13X25K100871

Vehicle # 29: 2008, Dodge Charger, VIN # 2B3KA43G18H134286

Vehicle # 32: 2008, Dodge Charger, VIN # 2B3KA43GX8H134285

Vehicle # 34: 2008, Dodge Charger, VIN # 2B3KA43G08H134280

Vehicle # 35: 2008, Dodge Charger, VIN # 2B3KA43G38H236012

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

7.e) Disbursement of Ward 1 Discretionary Funds

HCC-341-FY19

I move that the Mayor and Council approve the disbursement of \$250 from the Ward 1 discretionary fund to support equipment purchases for Hyattsville Community Yoga.

Lead Sponsor: Ward

Co-Sponsor(s): Lawrence

7.f) Proclamation in honor of National Volunteer Week

HCC-343-FY19

I move that the Mayor and Council proclaim April 7 - 13, 2019 as National Volunteer Week in the City of Hyattsville.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[National Volunteer Week 2019.docx](#)

7.g) Purchase of Police Vehicles and Upfitting

HCC-345-FY19

I move that the Mayor and Council authorize the Police Department to purchase (8) vehicles from Hertricht Fleet Services and up fitting equipment from Global Equipment together in the amount not to exceed \$378,000.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

8. Action Items (9:00 p.m. - 9:30 p.m.)

8.a) Establishing a Complete Count Committee for Census 2020 (10 minutes)

HCC-315-FY19

I move that the Mayor and Council establish a Complete Count Committee for the purposes of increasing participation in the 2020 Census. The committee will identify opportunities to effectively engage residents, particularly in areas of the city identified as "Hard to Count" as indicated in the Hard to Count 2020 map. Members of the committee (up to 15) will be appointed by the Mayor and Council and shall be responsible for organizing all efforts related to this goal with support, as necessary, of City staff. The Mayor shall be an ex-officio member of the Complete Count Committee and will serve as a liaison to City staff via the City Administrator.

I further move that the Mayor and Council allocate \$10,000 in the FY20 budget to support expenses (communications, events, recruitment, etc.) related to this effort.

Lead Sponsor: Hollingsworth

Co-Sponsor(s): Croslin, Ward

8.b) FY20 Budget Amendment: Summer Literacy Program (10 minutes)

HCC-342-FY19

I move that the Mayor and Council appropriate \$3,500 from the carry forth fund balance in the FY20 budget to support the Summer Literacy Program, an initiative of the City of Hyattsville Education Advisory Committee, faculty and students from University of Maryland – College Park, and the Rosa Parks Elementary School PTA.

Lead Sponsor: Ward

Co-Sponsor(s): Hollingsworth, Lawrence

8.c) Community Sustainability Fund (10 minutes)

HCC-41-FY18

I move that the Mayor and Council direct the City Treasurer to establish a Community Sustainability Fund to support projects that advance the goals of the City of Hyattsville's adopted Community Sustainability Plan. Funds shall be deposited into the fund annually based on the following formula:

$$0.6 * (\# \text{ of Units Developed} \times \text{Per Unit Impact Fee Realized})$$

Funds deposited into this fund should be allocated according to the following schedule:

40% Affordable Housing

40% Schools and Public Education

20% Transportation

The Mayor and Council shall authorize all expenses from the fund.

Lead Sponsor: Hollingsworth

Co-Sponsor(s): N/A

9. Discussion Items (9:30 p.m. - 9:45 p.m.)

9.a) Revitalization Tax Credit – Modification (15 minutes)

HCC-42-FY18

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

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

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

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

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

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

Lead Sponsor: Hollingsworth

Co-Sponsor(s): N/A

10. Council Dialogue (9:45 p.m. - 9:55 p.m.)

11. Community Notices and Meetings

11.a) City Calendar

HCC-348-FY19

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Main City Calendar Apr 2-15 2019.pdf](#)

12. Motion to Adjourn



Hyattsville City Council Agenda Item Report

Meeting Date: April 1, 2019
Submitted by: Laura Reams
Submitting Department: City Clerk
Item Type: Legislative
Agenda Section:

SUBJECT

Approval of the Minutes

HCC-349-FY19

Recommendation:

I move that the Mayor and Council approve the Special Council Meeting Minutes for April 18, 2018.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Minutes_Apr 18 2018 FINAL.pdf](#)

Summary Background:

See attached.

Next Steps:

Upon approval, final minutes will be posted on the City's website.

Fiscal Impact:

N/A

City Administrator Comments:

N/A

Community Engagement:

N/A

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance

Legal Review Required?

N/A



SPECIAL MEETING OF THE CITY COUNCIL, HYATTSVILLE MD

APRIL 18, 2018

Present: Candace Hollingsworth, Mayor
Edouard Haba, W4 (Council President)
Kevin Ward, W1 (Council Vice President)
Bart Lawrence, W1
Robert Croslin, W2
Shani Warner, W2
Carrianna Suiter, W3, arrived at 8:07 p.m.
Thomas Wright, W3
Paula Perry, W4 (left at 10:45 p.m.)
Joseph A Solomon, W5
Erica Spell, W5

Absent: None

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
Police Chief Douglas Holland
Police Captain Amal Awad
City Clerk Laura Reams
Assistant City Clerk Lillie Littleford

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

Mayor Hollingsworth called the meeting to order at 8:03 p.m.

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

3) **Approval of the Agenda**

Mayor Hollingsworth amended the agenda to add Motion #: HCC-305-FY18 Disbursement of Ward 1 Discretionary Funds to the Consent Agenda.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Perry
AYES:	Hollingsworth, Haba, Ward, Lawrence, Croslin, Warner, Wright, Perry, Solomon, Spell
NAYS:	None
ABSENT:	Suiter

4) **Public Comment (8:10 p.m. - 8:20 p.m.) Limit 2 minutes per speaker**

Mr. Marshall, a Ward 2 resident, addressed the Mayor and Council in support of the proposed Teen Club initiative. Mr. Marshall urged Council to end support for the UM Shuttle program and stated that it was a costly program that did not gain applicants despite increased outreach efforts.

Gloria Felix-Thompson, a Ward 1 resident, announced the upcoming 39th Historic House Tour.



SPECIAL MEETING OF THE CITY COUNCIL, HYATTSVILLE MD

APRIL 18, 2018

5) Consent Items (8:20 p.m. – 8:25 p.m.)

5.a) Disbursement of Ward 1 Discretionary Funds

HCC-305-FY18

I move that the Mayor and Council approve the disbursement of an amount not to exceed \$200 from the Ward 1 Discretionary Funds to the Hyattsville Middle School for the purchase of a temporary roller-skating rink for the May 5, 2018 HMS Family Day.

Lead Sponsor: Ward

Co-Sponsor(s): Lawrence

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

6) Discussion Items (8:25 p.m. - 9:35 p.m.)

6.a Hyatt Park Placemaking Project Final Concept Design (15 minutes)

HCC-297-FY18

Discussion Only

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Cover Page](#)

[Memo - Public Placemaking - Hyatt Park Concepts - 4.16.18.docx](#)

[Hyatt Park Presentation_Updated 4.18.pdf](#)

Assistant Administrator Chandler introduced the Hyatt Park Placemaking Project and provided a brief project timeline. Assistant Administrator Chandler noted the Park design had flexible programming with functional, artistic lighting initiatives. Assistant Administrator Chandler noted a “scramble” seating and play element as well as shifting of the stage area to increase space for play. Assistant Administrator Chandler further explained the connectivity of pathways in relation to Hamilton Street and confirmed ADA compliance. Assistant Administrator Chandler stated that staff would meet with the Maryland-National Capital Park and Planning Commission (M-NCPPC) to ensure City programming requirements, particularly lighting. Assistant Administrator Chandler added that a water fountain and an outlet for the Community Garden were included. Assistant Administrator Chandler said that the City would obtain permits and break ground later that year, with landscaping beginning in 2019. Assistant Administrator Chandler closed with the item returning to Council for acceptance of the plan the following month.

Councilmember Warner asked about barriers to Hamilton Street and Assistant Administrator Chandler described an art element that would serve as both a community effort and a barrier. Assistant Administrator Chandler added further safety measures, noting that the concept of the park had layers to prevent children from leaving the site and that the electrical would be on the peripheral. Councilmember Warner asked where mulch would be delivered for the Community Garden and Assistant Administrator Chandler confirmed that an area near the “scramble” would remain unprogrammed to allow street access.

Councilmember Croslin stated support for the plan and asked questions regarding the barrier. Assistant Administrator Chandler clarified that the barrier would be an art installation rather than a fence and stated that the landscape plan would include native shrubbery as well as a pervious flexible surface. Councilmember Croslin asked if there was a longer-lasting, chemical-free option for the wood posts.



SPECIAL MEETING OF THE CITY COUNCIL, HYATTSVILLE MD

APRIL 18, 2018

Director Riddle stated that the wood product was aesthetically favorable, and Assistant Administrator Chandler clarified that the wood posts would not be used for play. Director Riddle added that the logs for seating would come from trees that had been saved from the site.

Councilmember Spell expressed support for the plan and said the natural elements complimented the Community Garden. Councilmember Spell asked if the decorative pickets would be produced by Neighborhood Design Center (NDC) and Assistant Administrator Chandler stated there had been conversations to include schools for that aspect of the park.

Councilmember Suiter supported the interactive musical elements and asked if the pervious flexible surface of the stage area could be used for seating. Assistant Administrator Chandler noted that there would be permanent fixed seating and Councilmember Suiter asked that the seating be ADA accessible.

Councilmember Wright offered accolades and confirmed that bathrooms would not be included in the plan. Assistant Administrator Chandler stated that bathroom facilities would not be included initially but would be determined as a permanent fixture or temporary seasonal application. Councilmember Wright asked if the plan would return to the Planning Committee and Assistant Administrator Chandler said the plan was posted on Speak Up, HVL.

Councilmember Solomon asked for elaboration on the proposed Friday night concerts. Assistant Administrator Chandler clarified that the plan intended to identify amenities the City may need in the future to provide an infrastructure for more programming.

6.b) City Administrator FY19 Budget Recap (10 minutes)

HCC-304-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

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Administrator Nicholson presented the FY19 Budget Recap and stated that staff would continue to provide a brief overview of departmental budgets. Administrator Nicholson reminded Council of the programs for which the body had provided direction in the previous meetings. Administrator Nicholson noted salary increases, discretionary funding increases, continued support for sponsorships, and Committee initiatives in the Mayor and Council Budget. Administrator Nicholson stated that the Administration, Clerk, Legal, and IT Budgets had supplies, training, and merit increases. Administrator Nicholson highlighted an increase in legal funding due to the increase in contracts. Administrator Nicholson continued that the Enterprise Resource Planning (ERP) system would be integrated that year in addition to an upgraded phone system. Administrator Nicholson listed continued efforts for the procurement manual, employer of choice program, internships, and an evaluation for a pay for performance program.

Administrator Nicholson stated funding within the Community and Economic Development budget for residential parking, the commercial corridor revitalization fund, the Hyatt Park Placemaking project, the circulator study, Wi-Fi-hotspots, and bike infrastructure. Administrator Nicholson presented initiatives within the Department of Public Works including implementation of LED lighting, the National Fitness Center, Clean and Safe Team, and the Magruder Park Reimagination. Administrator Nicholson moved on to the Police Budget, stating that the City was working on the design for the new facility. Administrator Nicholson added that the City was expecting grant funding for the Safe Streets Initiative and noted replacements of equipment and vehicles.

6.c) FY19 Budget Presentation and Discussion: Department of Community Services (20 minutes)

HCC-289-FY18



SPECIAL MEETING OF THE CITY COUNCIL, HYATTSVILLE MD

APRIL 18, 2018

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

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[Budget Document of FY2019 Budget Document_Comm Svcs.pdf](#)

Director Rollow began the presentation for the proposed FY19 Community Services Budget. Director Rollow noted the need for additional staff due to the increased communications projects, as well as program highlights of expanded social media presence, the community survey, and LED signs. Director Rollow continued that the Meals on Wheels and Immigrant Parent Workshop programs had begun and the blueprint for the Mentorship Program had been created.

Director Rollow highlighted partnerships with the Health, Wellness, and Recreation Advisory Committee and the Education Advisory Committee for the Welcome Guide, Speaker Series, Age Friendly Initiative, Summer Reading Program, Educational Enrichment Grants, and the Board of Education Candidate Forum. He reiterated that the afterschool program would be launched in the fall and would be cost neutral to the City. Director Rollow added that the department had intentions to increase funding and sponsorships for programming that required management and legal services. Director Rollow noted that the City's website was eligible for a free redesign and that SeeClickFix, a resident request portal, would be integrated with the Enterprise Resource Planning (ERP) system.

Director Rollow continued to highlight partnerships, stating that the Americorps Vista Volunteer position would be filled to expand and formalize the Immigrant Parent Workshop. He noted conversations regarding partnerships for resource provider services for the City and neighboring areas. Director Rollow said the department was increasing video production, noting the added position in FY18. Director Rollow summarized the continuation of various other departmental programs and noted funding offsets.

Councilmember Spell asked for clarification on the See, Click, Fix software. Director Rollow provided details and noted that it would be implemented later in the year. Councilmember Spell asked for additional details on the proposed outreach position. Director Rollow and City Administrator Nicholson provided information on the various duties and the need for the position. Council Vice President Ward inquired on the website redesign. Director Rollow explained that the City's website provider offered a redesign every few years as part of the City's contract.

5.d FY19 Budget Initiative: Hyattsville Teen & Young Adult Center (15 minutes)

I move that the Mayor and Council allocate \$550,000 for the purposes of continuing teen and young adult programming at Magruder Park and establishing a Teen & Young Adult Center in the City of Hyattsville at University Town Center.

HCC-144-FY18

Lead Sponsor: Hollingsworth

Co-Sponsor(s): Croslin, Ward, Suiter

[Cover Page](#)

[Teen Center Memo.pdf](#)

Mayor Hollingsworth introduced the proposal for a Teen and Young Adult Center. She stated that after the last Council discussion four (4) Councilmembers met to see if they could reconcile the two (2) Teen programming proposals. She said the initial motion had been revised, highlighting the differences and noting that programming would take place in two locations: Magruder Park on Friday evenings and University Town Center Mondays through Thursdays from 3-9 p.m. Mayor Hollingsworth said Community Services would take the lead on programming and have a strong partnership with the Police Department. Mayor Hollingsworth also noted that staff was pursuing a grant for up to \$400K for the Teen Center.



SPECIAL MEETING OF THE CITY COUNCIL, HYATTSVILLE MD

APRIL 18, 2018

Councilmember Warner expressed enthusiasm for the proposal but also noted the high demand on staff. Director Rollow described the operational structure if the City were to obtain a grant and if it did not. Councilmember Solomon said he shared Councilmember Warner's concern with staffing and expressed concern on the implementation timeline due to the multiple capital projects the City was working on. Director Riddle noted the addition of an Assistant Project Manager to help with capital projects. Regarding staff capacity, Director Rollow acknowledged that the program could not operate as envisioned without adding staff. There was a discussion on the grant timeline and costs that could be covered by grant funds.

Councilmember Wright asked for clarification that the existing program, run by the Police Department would not be closed. Director Rollow said the program would continue with additional support from the Department of Community Services and the two (2) programs would be linked together. There was a brief discussion regarding miscommunication on the dual programs.

Council also discussed the proposed teen center location at University Town Center and possible partnership with the library. Council President Haba noted concern with the lease of space for the Teen Center and wondered what would happen to the program at the end of the proposed five-year lease. He suggested the Council explore options for a permanent home owned by the City. Mayor Hollingsworth noted the proposed five-year lease was at a reduced rate and the City would have time during the length of the lease to determine a permanent location. City Administrator Nicholson said she would explore all location options.

Councilmember Spell clarified that if the grant were approved, the intent was to run both teen programs daily, five days a week. Director Rollow confirmed and explained that if the grant was approved the City would provide transportation as well. Councilmember Warner asked how the teen club may impact the existing youth programming at Magruder Park. Sgt. Johnson explained that she typically arrived early to set up for the Teen Club and was often assisted by Teen Club members.

Councilmember Solomon asked several questions on the status of the City's general fund and if the City would be at a deficit with the addition of the new programs. Treasurer Brooks responded that while the City was in good shape financially, the addition of new program may put the City at a deficit of \$1.5M. He noted that recently revenues had come in higher than anticipated and expenditures had been lower.

NOTE FOR THE RECORD: Councilmember Perry left at 10:05 p.m.

Mayor Hollingsworth took a straw poll to gauge the body's interest in supporting the budget priority. The budget priority was informally adopted by the body with a 9-2 vote.

6.e) FY19 Budget Open Discussion (15 minutes)

HCC-283-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

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Councilmember Lawrence asked if the budget line item for increased size of fleet maintenance included police vehicles. Director Riddle clarified that the number of police vehicles was measured every few months.

Councilmember Lawrence confirmed details on the traffic safety officer.

Councilmember Wright asked why contracted services had increased for Elections. Clerk Reams noted that the City was entering an election year and the costs were associated with an equipment vendor and voting implementation.



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Councilmember Wright inquired on the usage rate for the paid employee family medical leave. Director Snellman responded that the program had been funding appropriately and the program had been used by almost 100 employees. She noted the program had positively impacted employee morale.

Councilmember Solomon asked if the call box on Oliver Street could be repaired. City Administrator said she would let the Council know and provided information on the use of call boxes and CCTV cameras.

7) **Council Dialogue (9:35 p.m. - 9:45 p.m.)**

Mayor Hollingsworth expressed pride for the City's progress on addressing issues holistically. Councilmember Spell thanked staff for their time spent on providing information and responding to questions. Councilmembers Wright and Ward echoed accolades to staff. Council President Haba clarified his support for certain initiatives, keeping in mind the fiscal standing of the City. Councilmember Warner noted the upcoming Annual Soapbox Derby. Councilmember Suiter highlighted the hours for the upcoming HY-Swap and ways residents could participate.

8) **Community Notices and Meetings**

9) **Motion to Adjourn**

The meeting adjourned at 10:45 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ward
SECONDER:	Lawrence
AYES:	Hollingsworth, Haba, Ward, Lawrence
NAYS:	None
ABSENT:	Perry



Hyattsville City Council Agenda Item Report

Meeting Date: April 1, 2019
Submitted by: Laura Reams
Submitting Department: Administration
Item Type: Report
Agenda Section:

SUBJECT

City Administrator Update (5 minutes)

HCC-338-FY19

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

City Administrator Douglas will provide an update on various items.

Next Steps:

N/A

Fiscal Impact:

N/A

City Administrator Comments:

Presentation Only

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 1, 2019
Submitted by: Laura Reams
Submitting Department: City Clerk
Item Type: Presentation
Agenda Section:

SUBJECT

Presentation of the 2019 Election Candidates (5 minutes)

HCC-339-FY19

Recommendation:

Sponsor(s):

Board of Supervisors of Elections

Co-Sponsor(s):

N/A

ATTACHMENTS

[Certification of Election Candidates.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 7, 2019 City Election.

Next Steps:

Early Voting will be held at Magruder Park Recreation Center on Saturday, April 27 from 11 AM to 7 PM and Saturday, May 4 from 9:00 AM - 7:00 PM.

Additionally, the Board of Elections will host Pop-Up (Mobile) Polling on Wednesday, May 1st. Pop-up Polling will be held in three (3) City locations (morning, afternoon, and evening) for two (2) hours at each location, offering voting in convenient places that are not usually set-up as traditional polling places.

Election Day is Tuesday, May 7, 2019. 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:

Presentation

Community Engagement:

N/A

Strategic Goals:

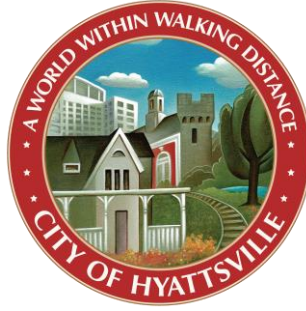
Goal 1 - Ensure Transparent & Accessible Governance

Action: 1.1 Provide information and opportunities for resident participation in civic endeavors

Legal Review Required?

N/A

Candace B. Hollingsworth
Mayor



Tracey E. Douglas
City Administrator

March 29, 2019

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 Mayor and Council Member for Wards One, Two, Three, Four, and Five, for the terms indicated:

MAYOR – FOUR YEAR TERM:

- Candace Hollingsworth
- Angela Kenny

WARD ONE COUNCIL MEMBER – FOUR YEAR TERM:

- Lukas Halim
- Kevin Ward

WARD TWO COUNCIL MEMBER – FOUR YEAR TERM:

- Robert Poisson
- Danny Schaible
- Emily Strab

WARD THREE COUNCIL MEMBER – FOUR YEAR TERM:

- Matthew Fraterman
- Ben Simasek

WARD FOUR COUNCIL MEMBER – FOUR YEAR TERM:

- Jonathan Mueller
- Daniel Peabody

WARD FIVE COUNCIL MEMBER – FOUR YEAR TERM:

- Sophie M. Gorman Oriani
- Joseph Solomon

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 7, 2019, 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 1, 2019
Submitted by: Jake Rollow
Submitting Department: Community Services
Item Type: Presentation
Agenda Section:

SUBJECT

AARP Recognition for Age-Friendly Action Plan (10 minutes)

HCC-346-FY19

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

AARP's State Director Hank Greenberg will present Hyattsville with a plaque certifying Hyattsville's acceptance as a member of the AARP Network of Age-Friendly Communities and recognize the City for creating a three-year Age Friendly Action Plan.

Next Steps:

Pursue the items in the action plan.

Fiscal Impact:

NA

City Administrator Comments:

Recommend Support

Community Engagement:

The community drafted the Action Plan.

Strategic Goals:

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

Legal Review Required?

N/A



Hyattsville City Council Agenda Item Report

Meeting Date: April 1, 2019
Submitted by: Candace Hollingsworth, Mayor
Submitting Department: Legislative
Item Type: Presentation
Agenda Section:

SUBJECT

Census 2020 (15 minutes)

HCC-347-FY19

Recommendation:

Presentation by Daniel Jones, Partnerships Specialist, US Census Bureau.

Sponsor(s):

Hollingsworth

Co-Sponsor(s):

Croslin, Ward

ATTACHMENTS

Summary Background:

The Hyattsville City Council is contemplating creating a Complete Count Committee to support efforts to ensure that as many residents as possible are counted in the 2020 Census. Mr. Jones will be providing a presentation on Census Bureau's efforts and ways that municipal partners can be most effective.

Next Steps:

N/A

Fiscal Impact:

N/A

City Administrator Comments:

For Presentation

Community Engagement:

TBD

Strategic Goals:

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

Legal Review Required?

N/A



Hyattsville City Council Agenda Item Report

Meeting Date: April 1, 2019
Submitted by: Lesley Riddle
Submitting Department: Public Works
Item Type: Contract
Agenda Section:

SUBJECT

Landscape Maintenance Contract

HCC-328-FY19

Recommendation:

I move that the Mayor and Council authorize the award of a one (1) year contract, renewable by the City Administrator for up to three (3) additional years to Level Green Landscaping LLC for landscape maintenance at various locations in the City at an annual cost not to exceed \$70,000, upon the review and approval by the City Attorney for legal sufficiency.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

The City of Hyattsville relies on an outside contractor to perform a portion of the landscaping services in the parks and green spaces throughout the City. The current contract has a three year extension.

The Contractor shall furnish all labor, equipment, tools, services, skills, etc., required to maintain the landscape in an attractive condition throughout the contract period. Maintenance of landscape areas shall include but not be limited to mowing, edging, pruning, fertilizing, watering and cleanup. The intent is to maintain a superior appearance of the properties and the Contractor shall maintain such appearance.

Staff recommends that we contract with the incumbent contractor Level Green Landscaping LLC for a one (1) year contract not to exceed \$70,000.00, this will include landscape maintenance at 38th Avenue Park, with a (3) three contract extension years. Level Green Landscaping offered the best price and best overall value. As the incumbent, they also possesses the knowledge, skills and ability to fully execute the requirements of the scope of work.

Next Steps:

With Council approval, staff will execute a contract for legal review and approval.

Fiscal Impact:

The funding for this contract is in the DPW Parks Division budget.

City Administrator Comments:

Recommend Approval

Community Engagement:

N/A

Strategic Goals:

Goal 4 – Foster Excellence in all City Operations

Legal Review Required?

Pending



Hyattsville City Council Agenda Item Report

Meeting Date: April 1, 2019
Submitted by: Lesley Riddle
Submitting Department: Public Works
Item Type: Budget
Agenda Section:

SUBJECT

Surplus of City Fleet Maintenance Vehicle

HCC-329-FY19

Recommendation:

I move that the Mayor and Council approve the sale of Fleet Maintenance Vehicle FMV003 from the Department of Public Works at public auction, all proceeds from the sale will be posted to General Fund Revenues.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

The Departments of Public Works requests to surplus Vehicle Maintenance Vehicle FMV003, due to age and reliability. The vehicle will be disposed of and offered for sale at auction.

Next Steps:

With Council approval all items will be offered at auction.

Fiscal Impact:

Proceeds from this auction will be presented to the Finance Department

City Administrator Comments:

Recommend Approval

Community Engagement:

None

Strategic Goals:

Goal 4 – Foster Excellence in all City Operations

Legal Review Required?

N/A



Hyattsville City Council Agenda Item Report

Meeting Date: April 1, 2019
Submitted by: Lesley Riddle
Submitting Department: Public Works
Item Type: Purchase
Agenda Section:

SUBJECT

Purchase of Pedestrian Safety Cross Walk System

HCC-330-FY19

Recommendation:

I move that the Mayor and Council authorize the expenditure of FY19 Capital Improvement Funds, in an amount not to exceed \$100,000, for the purpose of purchasing pedestrian crosswalk safety systems from Howard Industries, this is a sole source purchase.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[pedestrian-crossing-safety-system-presentation.pdf](#)

Summary Background:

The FY19 budget included funds to execute a Citywide traffic study that focused specifically on pedestrian safety. In response to the findings of the study, we have identified several crosswalks that will need additional signalization to provide a safe means for pedestrian egress.

DPW staff was tasked with researching the most recent technologies that could provide a visible and viable crosswalk for our City. We reviewed the offerings of several top manufacturers of pedestrian safety crosswalk systems and found that Howard Industries had a new system that we felt could provide the optimum visibility and safety for our existing crosswalks.

Currently, Howard Industries is the only manufacture/seller of this type of pedestrian crosswalk system in the United States, this will be considered a sole-source purchase.

Next Steps:

With Council approval staff will facilitate the purchase of the pedestrian crosswalk systems.

Fiscal Impact:

CIP Streets Budget \$100,000

City Administrator Comments:

Recommend Approval

Community Engagement:

Community engagement will be determined as staff agrees on placement of the pedestrian safety systems.

Strategic Goals:

Goal 3 – Promote a Safe and Vibrant Community

Legal Review Required?

Pending

In a World Full of Distractions,
Our Pedestrian Crossing Signs
Keep Pedestrians Safe!



PED-STRIAN CROSSING SAFETY SYSTEM

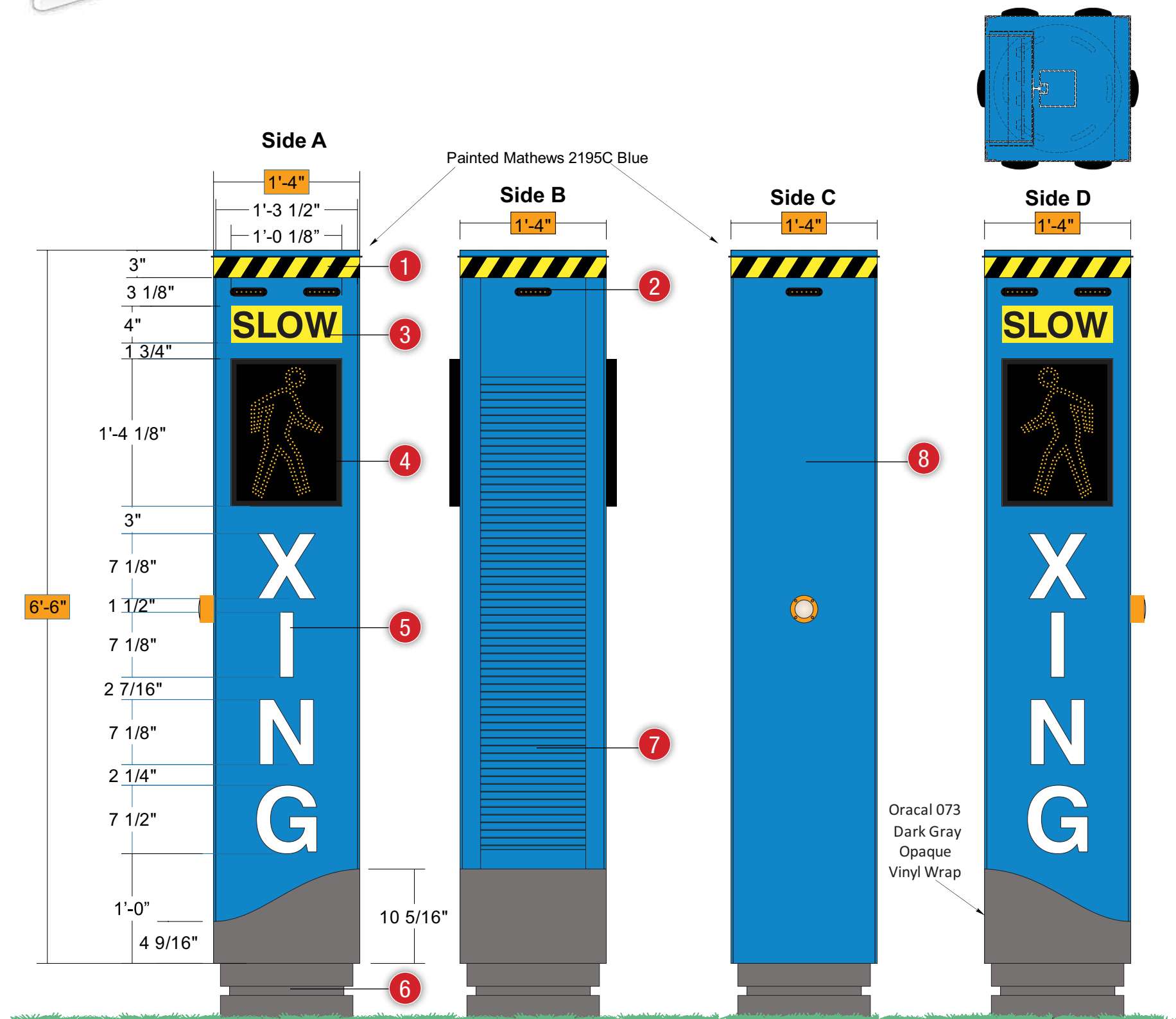


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Advertising Options	15-16
Control Options.....	TBD



Pedestrian Crossing Safety System Patent Pending



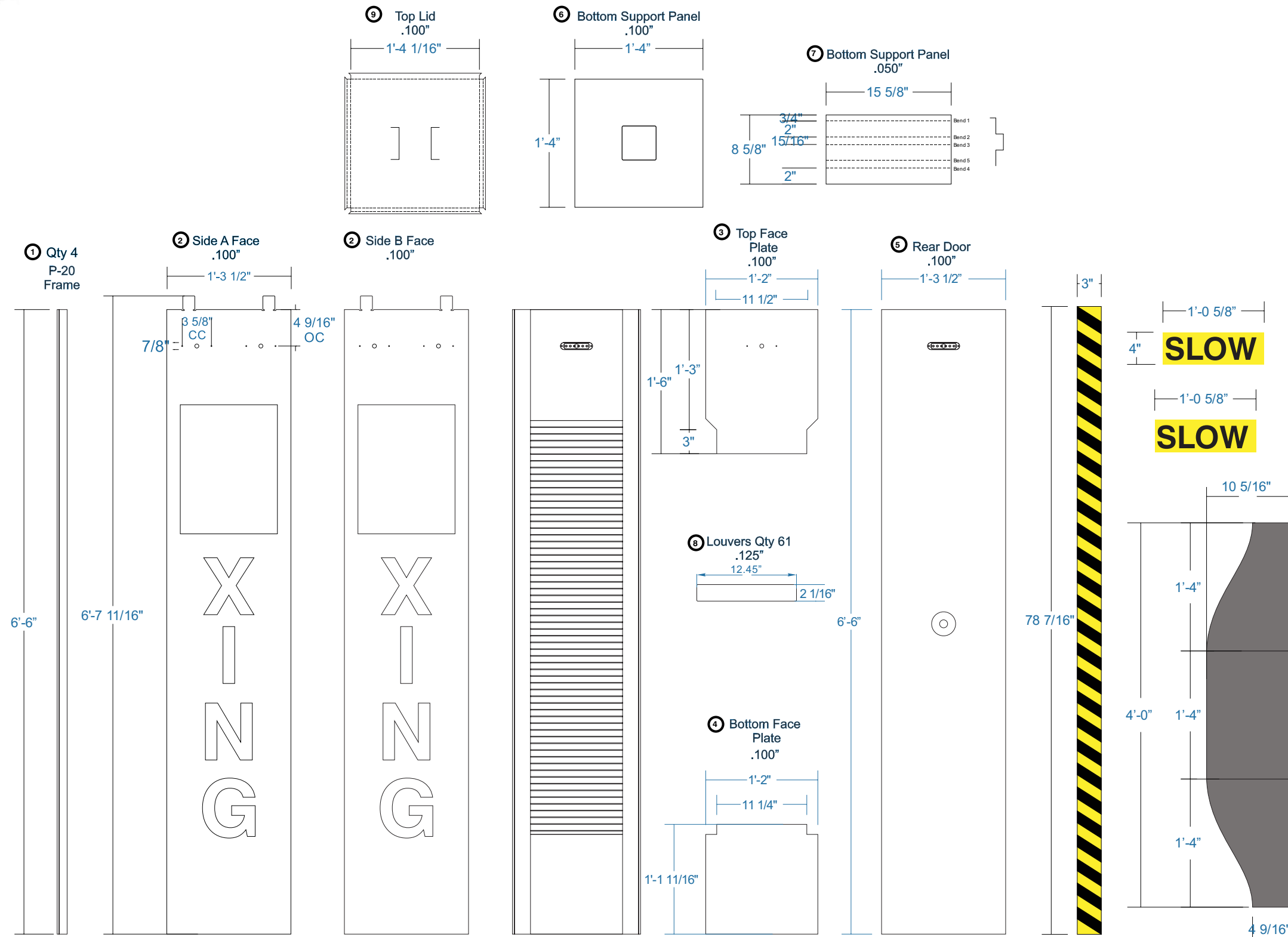
PCSS Overview Features

- 1 Reflective vinyl caution graphic
- 2 Flashing Strobe LED Units
- 3 Reflective vinyl "SLOW" graphic (message optional)
- 4 Outdoor black-out LED direct-view amber wide angle flashing pedestrian symbol
- 5 7 inch LED illuminated "XING" copy
- 6 Adjustable aluminum base
- 7 Louvered panel disperses ultra-bright, pure-white LED illuminated light beam that projects over 12 feet
- 8 Side C — Optional branding/wayfinding/advertising graphics application area (optional control placement)

Standard Unit 120/277 Vac, Less than 2 AMPS*
*Subject to Change



Pedestrian Crossing Safety System Patent Pending



1-Flex-14 Sign System Double-Sided with Stonemasonry

Overall Dimensions are Highlighted

- ① Qty 4 P-20 Frame: 78" x 1 1/4"
- ② (2) Side A and B Panel 6'-7 11/16" x 15 1/2"
- ③ (1) Top Face Plate 18" x 14"
- ④ (1) Bottom Face Plate 1'-1 11/16" x 14"
- ⑤ (1) Rear Door Panel 78" x 15 1/2"
- ⑥ (1) Bottom Support Panel 16" x 16"
- ⑦ (4) Bottom Skirt Panels 15 5/8" x 8 5/8"
- ⑧ (61) Louvers 12 1/2" x 2 1/16"

- ### Graphics
- ①A 78 7/16" x 3" Inkjet solvent Caution Strip on reflective
 - ②A 1'-5/8" & 4" Inkjet solvent print Slow on reflective
 - ③A 48" x 10 15/16" Grey Accent Oracal 073 Dark Gray Opaque Vinyl

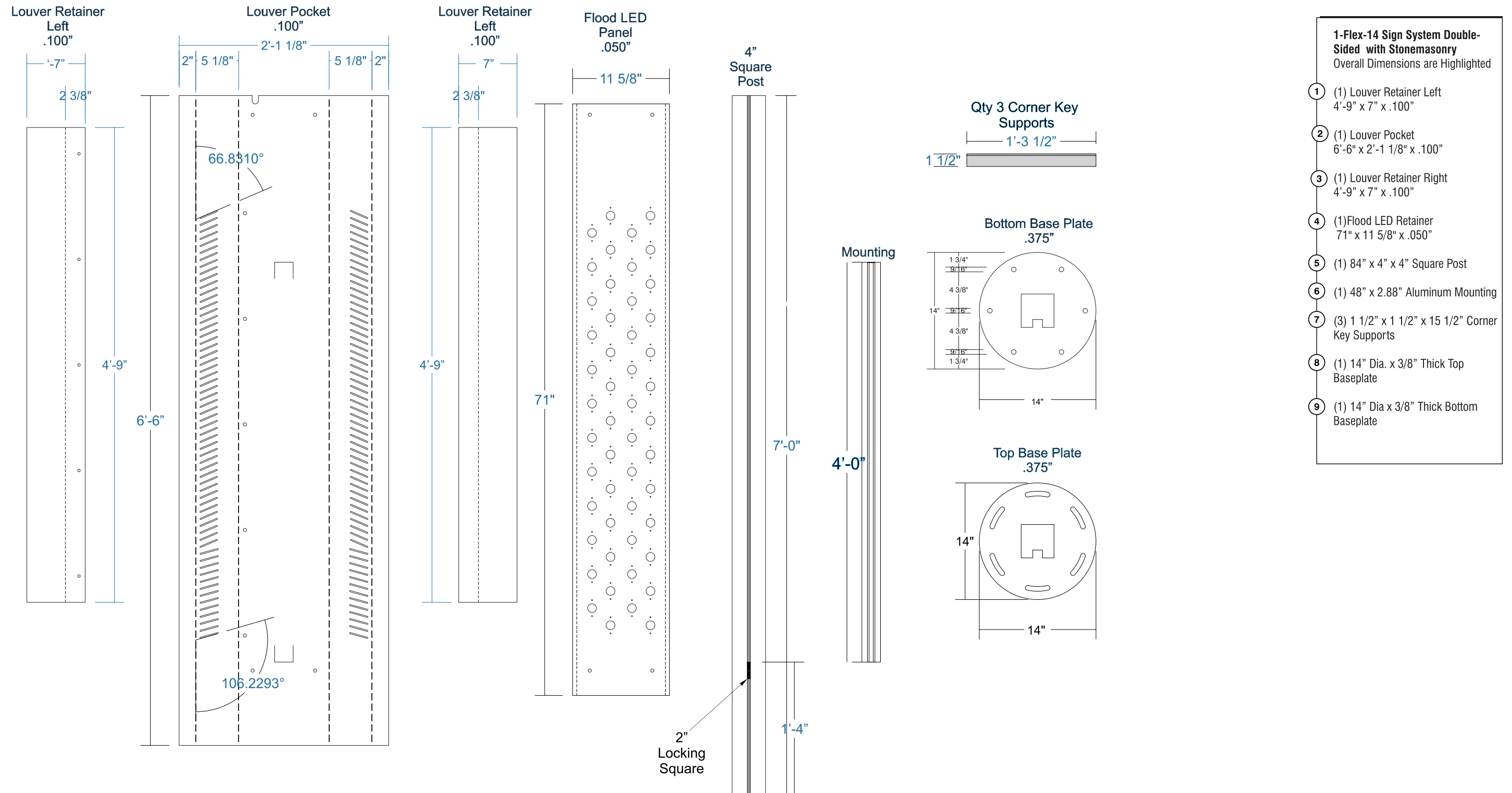
- ### Color Palette
- PMS # 2195 Blue, Satin Finish
 - PMS # 2334 Grey, Satin Finish

LED Illuminated

- ④ Mounting Foundation & Fastner Hardware **By Others**

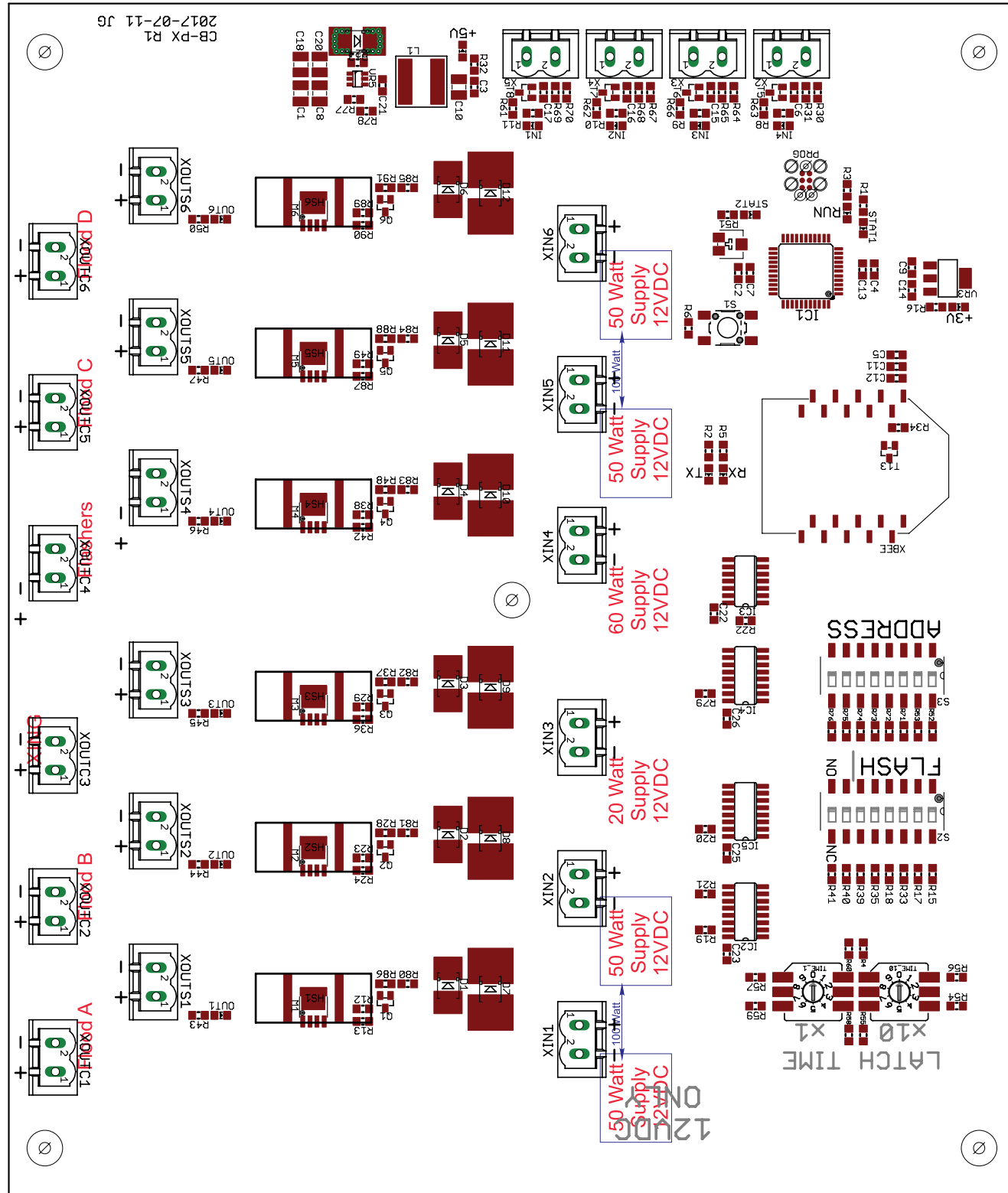


Pedestrian Crossing Safety System Patent Pending

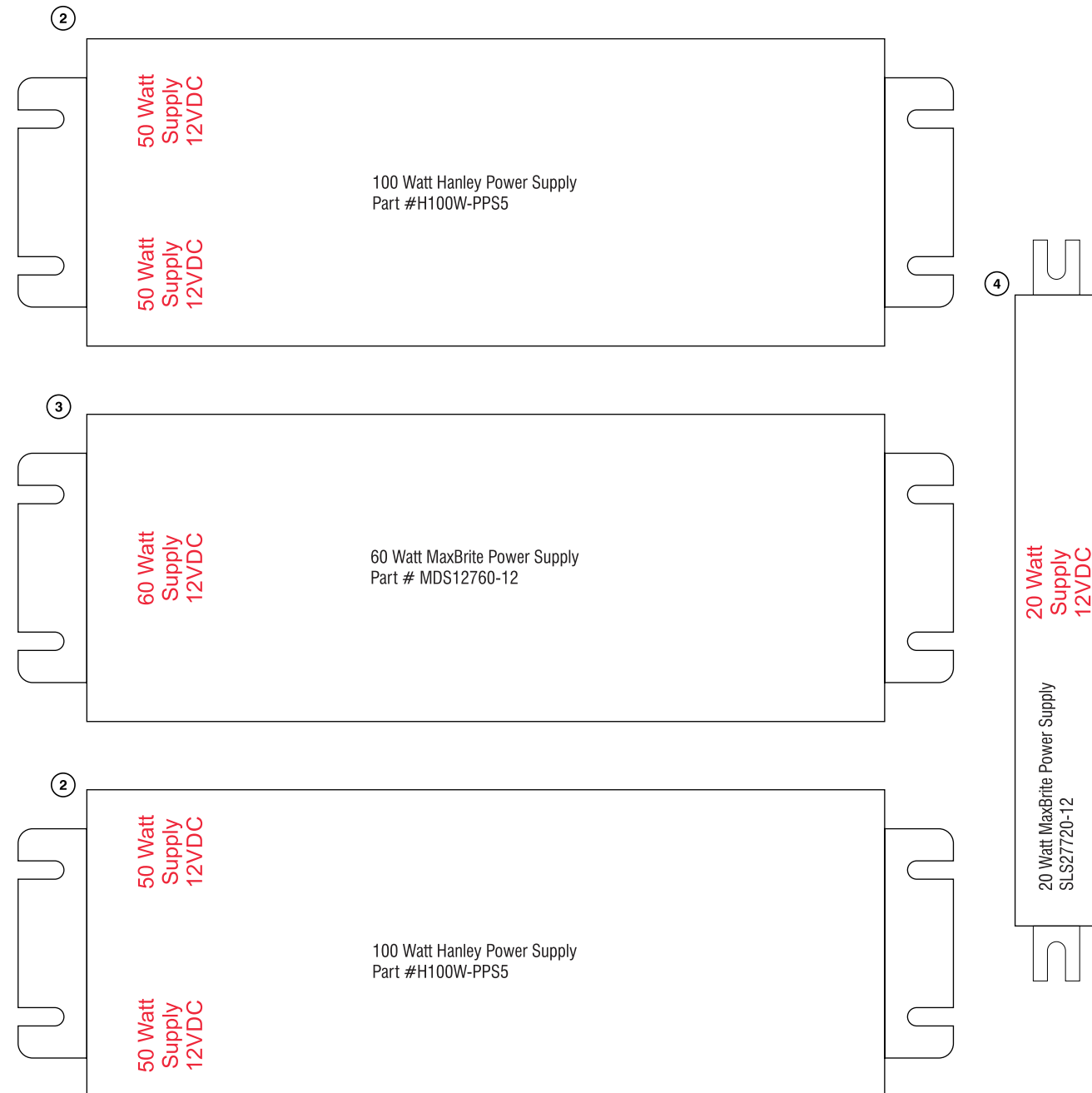




Pedestrian Crossing Safety System Patent Pending



1



1-Flex-14 Sign System Double-Sided with Stonemasonry Overall Dimensions are Highlighted

- 1 CB-PX R1
2017-07-11 Control Board
w/Wireless Capability
- 2 (2) 100 Watt Hanley Power Supply
Part #H100W-PPS5
- 3 (1) 60 Watt MaxBrite Power Supply
Part # MDS12760-12
- 4 (1) 20 Watt MaxBrite Power Supply
SLS27720-12
- 5 (6) Surface Mount Super-LED Light
Heads
Part # MCRNSA *See pg 5
- 6 NEMA 3 Electrical Enclosure
10" x 10" x 4"
Model# RSC101004RC
*See pg 5

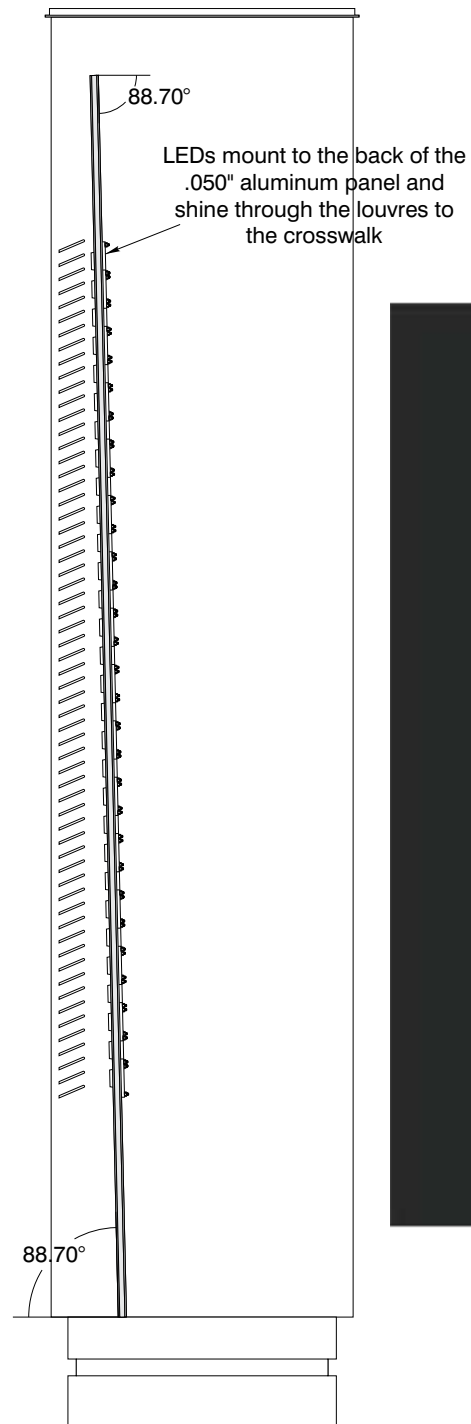


Pedestrian Crossing Safety System Patent Pending

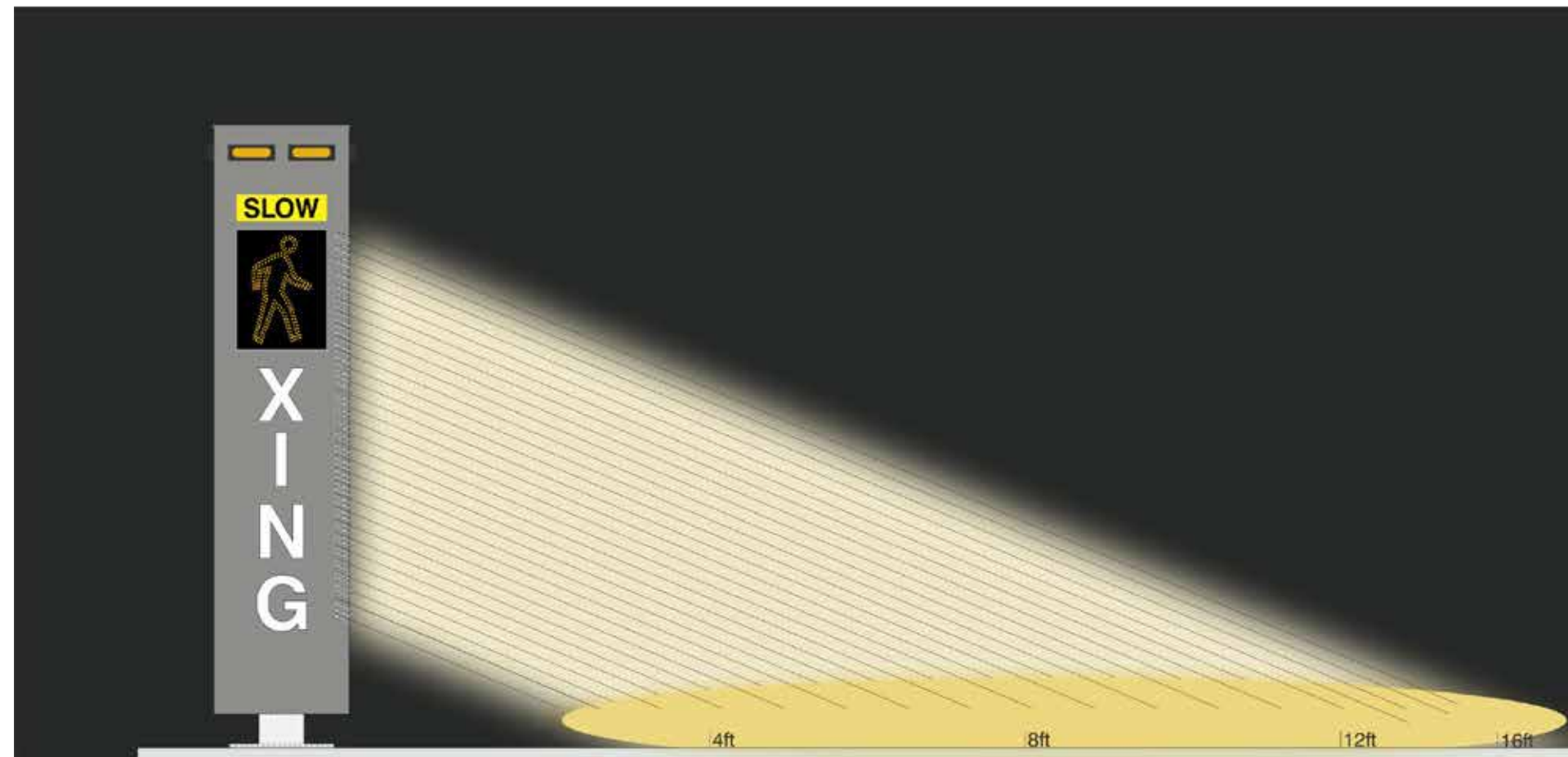




Pedestrian Crossing Safety System Patent Pending



Simulate Lighted Area of Crosswalk





PCSS Additional Enhancements

Branding | Wayfinding | Regulatory | Advertising
———— **Opportunities** ————



BRANDING Enhancement Opportunities

- Choose from our 75,000+ paint color library or request a custom brand specific match
- Solvent inkjet printed graphics can furnish custom logos and/or signature marks

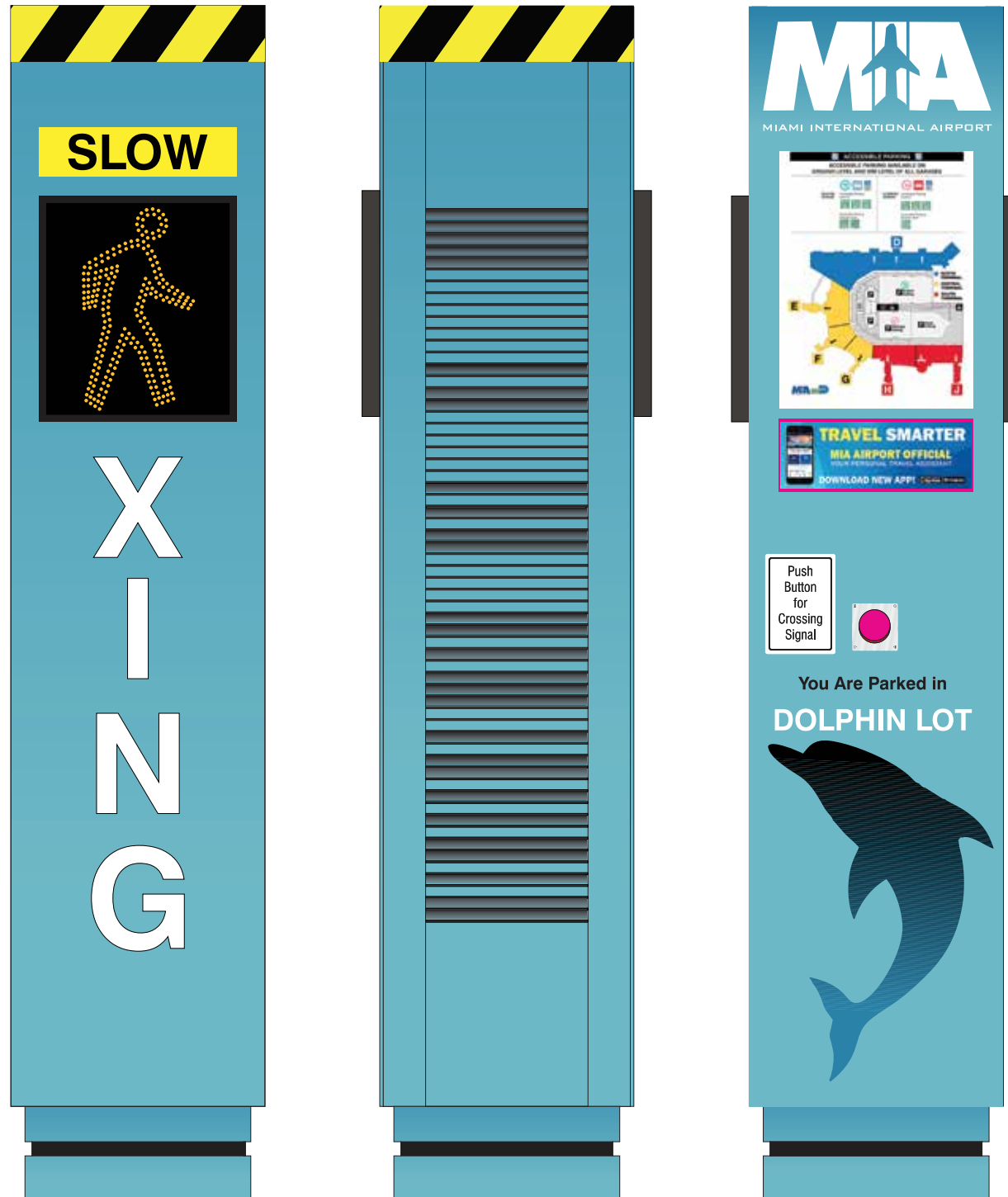


Pedestrian Crossing Safety System Patent Pending





Pedestrian Crossing Safety System Patent Pending

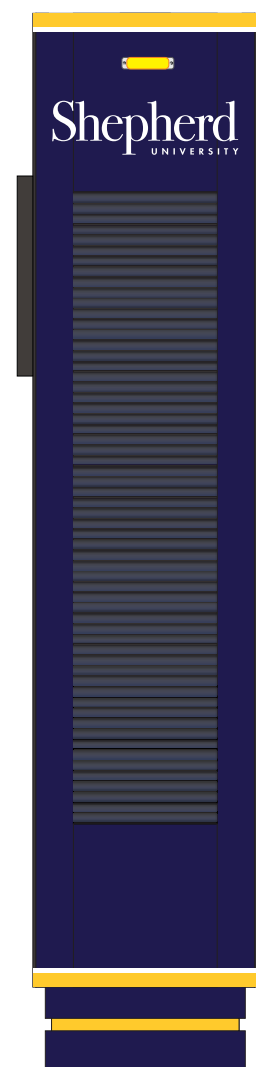
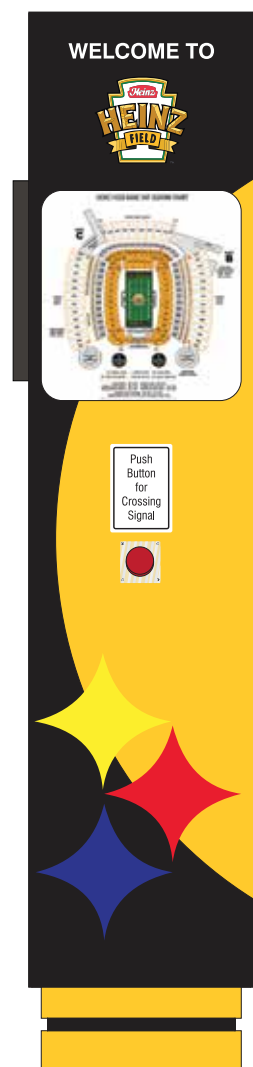
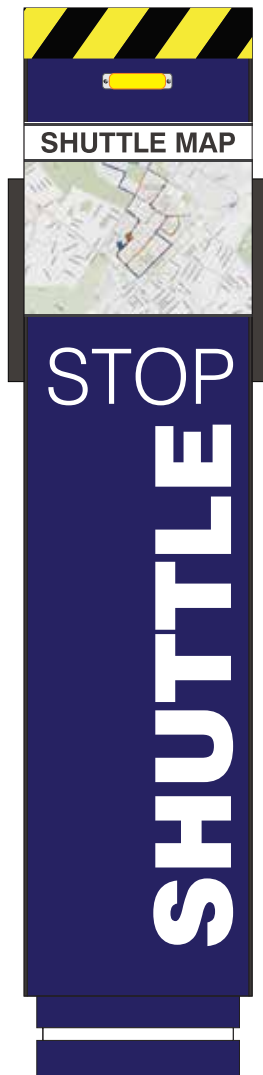
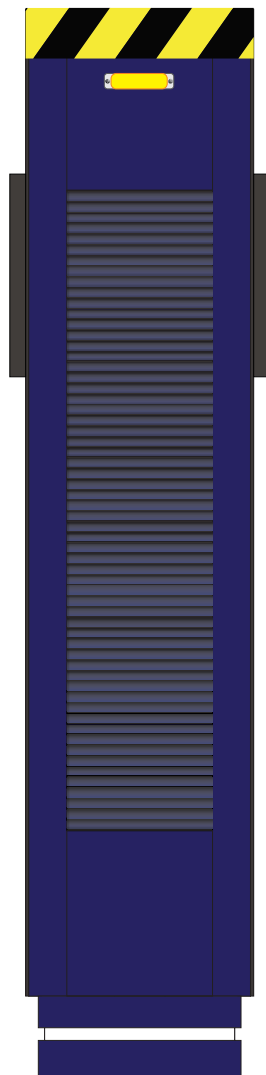
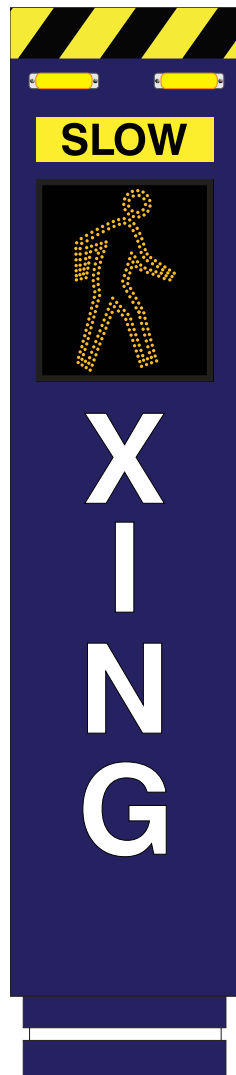


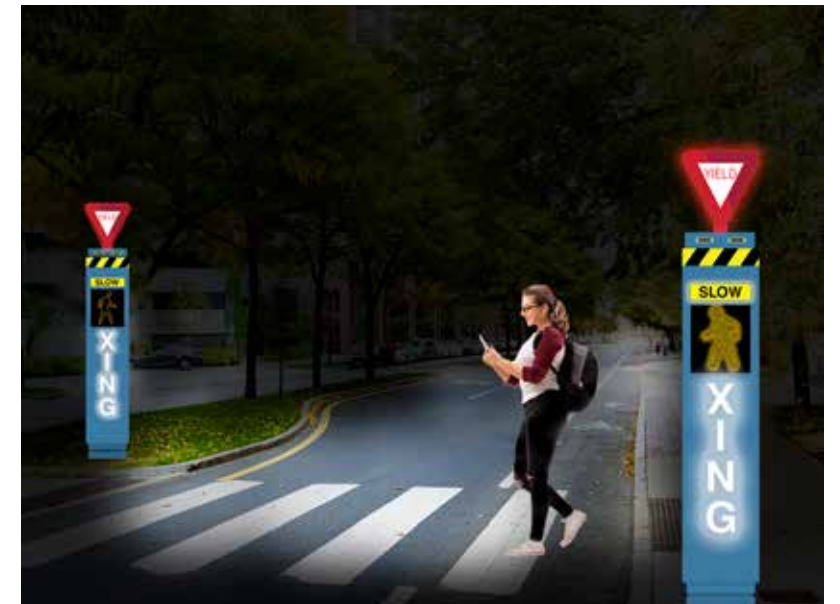
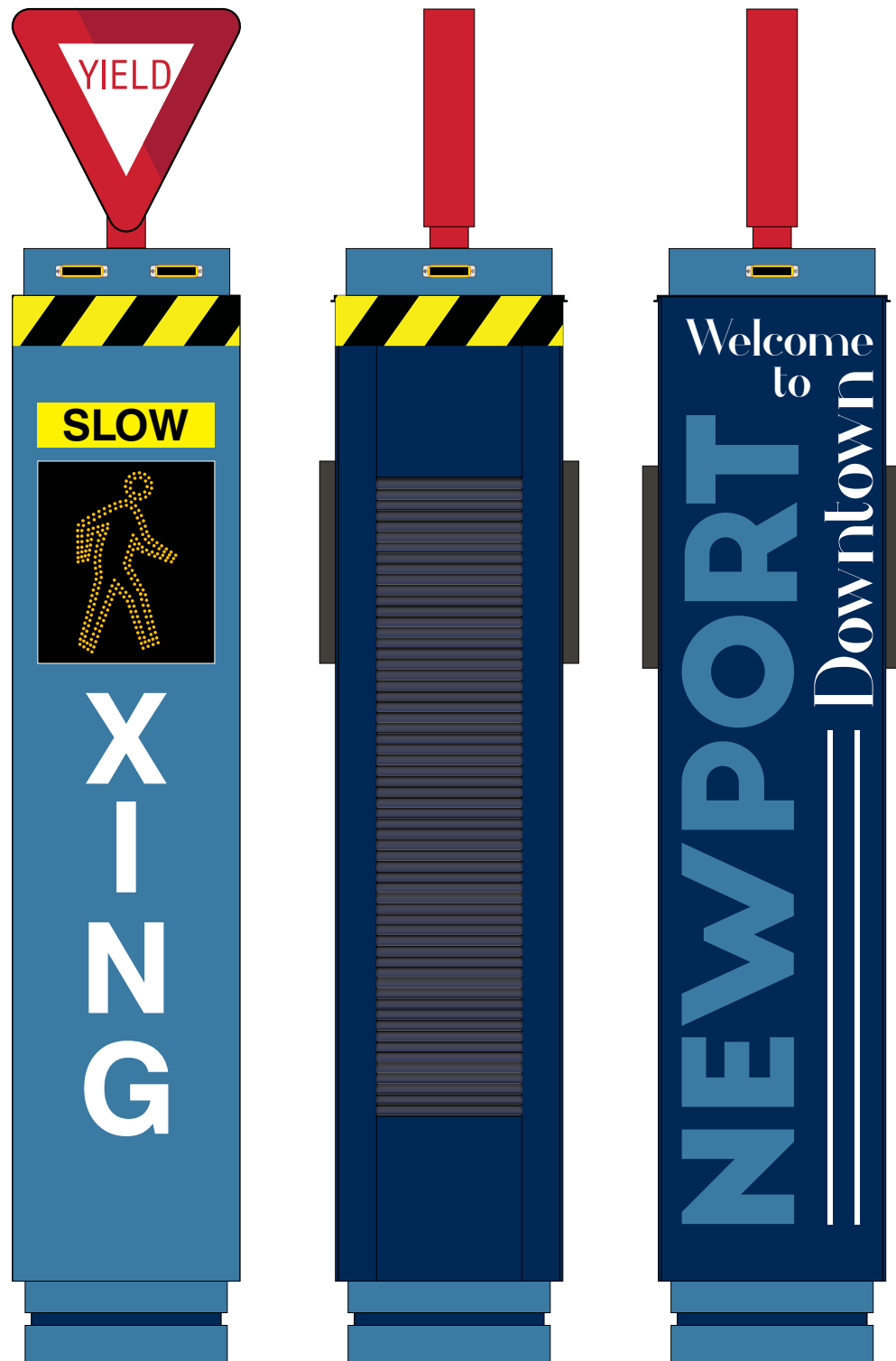
WAYFINDING Enhancement Opportunities

- Utilize Side C to display illuminated or non-illuminated maps, informative graphics, helpful instructions and/or additional wayfinding information
- Identify parking areas, designated regions, points of interest and more



Pedestrian Crossing Safety System Patent Pending





REGULATORY Enhancement Opportunities

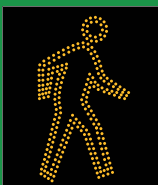
- Add additional traffic/safety symbols to increase driver awareness
- Identify roadways and travelways



Pedestrian Crossing Safety System Patent Pending



Fort Totten
SLOW



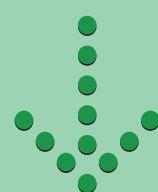
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Fort Totten



CAUTION
STUDENT
CROSSWALK

SLOW



**X
-
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N
G**

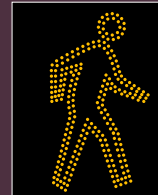
STOP TEXTING
LOOK BOTH
WAYS!!

STOP TEXTING
LOOK BOTH
WAYS!!

You Are In
TIGER
TERRITORY



SLOW



**X
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-
N
G**

**LOOK
BOTH
WAYS**



Pedestrian Crossing Safety System Patent Pending



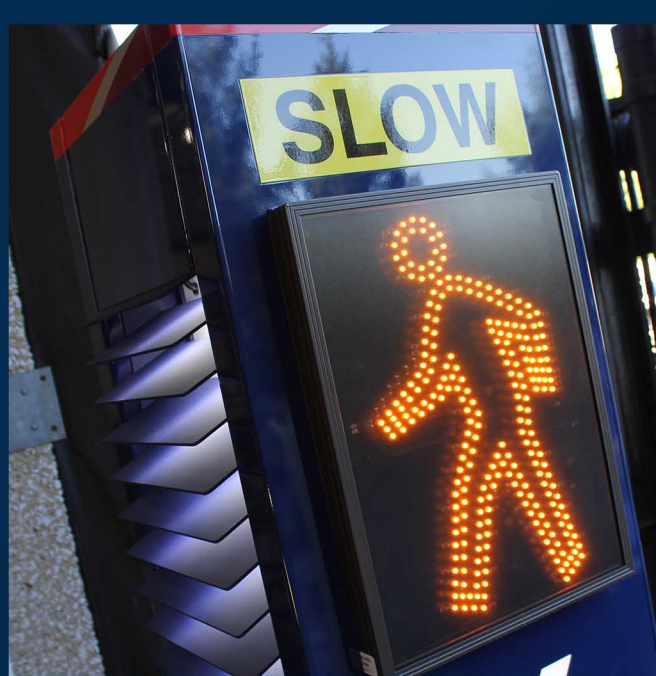
ADVERTISING Enhancement Opportunities

- Create self-promotional solvent inkjet printed graphics; apply and change them often using low-tac vinyl
- Generate additional revenue by offering advertising space to vendors and business partners



Pedestrian Crossing Safety System Patent Pending





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Hyattsville City Council Agenda Item Report

Meeting Date: April 1, 2019
Submitted by: Frank DonBullian
Submitting Department: Police Department
Item Type: Budget
Agenda Section:

SUBJECT

Surplus Police Vehicles

HCC-336-FY19

Recommendation:

I move that the Mayor and Council declare the following vehicles surplus due to age, mileage, and condition:

Vehicle # 1: 2005, Chevrolet Impala, VIN # 2G1WF55K759141329
Vehicle # 4: 2005, Chevrolet Impala, VIN # 2G1WF55K859140836
Vehicle # 24: 2004, Chevrolet S10 Blazer, VIN # 1GNDD13X14K156122
Vehicle # 25: 2005, Chevrolet S10 Blazer, VIN # 1GNDD13X25K100871
Vehicle # 29: 2008, Dodge Charger, VIN # 2B3KA43G18H134286
Vehicle # 32: 2008, Dodge Charger, VIN # 2B3KA43GX8H134285
Vehicle # 34: 2008, Dodge Charger, VIN # 2B3KA43G08H134280
Vehicle # 35: 2008, Dodge Charger, VIN # 2B3KA43G38H236012

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

The listed vehicles are no longer usable due to age, condition, and cost of repair. The vehicles shall be disposed of through public auction at the on-line public site: www.GovDeals.com

Next Steps:

Remove all emergency equipment / decals and then post with the public auction site.

Fiscal Impact:

Small appropriation to general fund resulting from sale of the vehicles.

City Administrator Comments:

Recommend Approval

Community Engagement:

N/A

Strategic Goals:

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

Legal Review Required?

N/A



Hyattsville City Council Agenda Item Report

Meeting Date: April 1, 2019
Submitted by: Bart Lawrence, W1
Submitting Department: Legislative
Item Type: Budget
Agenda Section:

SUBJECT

Disbursement of Ward 1 Discretionary Funds

HCC-341-FY19

Recommendation:

I move that the Mayor and Council approve the disbursement of \$250 from the Ward 1 discretionary fund to support equipment purchases for Hyattsville Community Yoga.

Sponsor(s):

Ward

Co-Sponsor(s):

Lawrence

ATTACHMENTS

Summary Background:

Hyattsville Community Yoga is a volunteer-led, weekly yoga class held every Sunday at 5 p.m. in the Municipal Building's Prangley room. These classes are offered to the community with no fee. The allocated funds will be used to purchase equipment to help those with limited mobility more fully benefit from the practice.

Next Steps:

N/A

Fiscal Impact:

\$250

City Administrator Comments:

Recommend Approval

Community Engagement:

N/A

Strategic Goals:

Goal 3 – Promote a Safe and Vibrant Community

Legal Review Required?

N/A



Hyattsville City Council Agenda Item Report

Meeting Date: April 1, 2019
Submitted by: Brayan Perez
Submitting Department: Community Services
Item Type: Proclamation
Agenda Section:

SUBJECT

Proclamation in honor of National Volunteer Week

HCC-343-FY19

Recommendation:

I move that the Mayor and Council proclaim April 7 - 13, 2019 as National Volunteer Week in the City of Hyattsville.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[National Volunteer Week 2019.docx](#)

Summary Background:

National Volunteer Week is an annual opportunity to celebrate all who voluntarily serve their community. It is also a time to encourage others to give of their time and talent to serve others

Next Steps:

Proclaim that the week of April 7 - 13, 2019, to be National Volunteer Week in the City of Hyattsville

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

Recognition of National Volunteer Week has been planned.

Strategic Goals:

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

Legal Review Required?

N/A

CITY OF HYATTSVILLE

PROCLAMATION

DECLARING THE WEEK OF APRIL 7 – 13, 2019, TO BE NATIONAL VOLUNTEER WEEK
IN THE CITY OF HYATTSVILLE

WHEREAS, volunteering is the idea of helping fellow neighbors, friends, and anyone who may be in need of assistance; and

WHEREAS, the City of Hyattsville has an abundance of kind-hearted residents that – through gestures big and small – make our community a great place to live; and

WHEREAS, National Volunteer Week is a time to recognize those who with goodwill serve their community, and encourage others to do the same;

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the City of Hyattsville recognize the week of April 7 – 13, 2019, as National Volunteer Week, encouraging all residents to support their neighbors and community members, and embrace a spirit of service.

Candace B. Hollingsworth
Mayor, City of Hyattsville

April 1, 2019





Hyattsville City Council Agenda Item Report

Meeting Date: April 1, 2019
Submitted by: Ron Brooks
Submitting Department: Finance
Item Type: Budget
Agenda Section:

SUBJECT

Purchase of Police Vehicles and Upfitting

HCC-345-FY19

Recommendation:

I move that the Mayor and Council authorize the Police Department to purchase (8) vehicles from Hertricht Fleet Services and up fitting equipment from Global Equipment together in the amount not to exceed \$378,000.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

The Mayor and Council approved \$378,000 in the FY-2019 Capital Improvements Budget for the purchase of replacement vehicles and related equipment for the Police Department.

Next Steps:

Proceed with the purchase of the vehicles and up fitting equipment.

Fiscal Impact:

Not to exceed \$378,000.00

City Administrator Comments:

See summary above.

Community Engagement:

none

Strategic Goals:

Goal 3 – Promote a Safe and Vibrant Community

Legal Review Required?

N/A



Hyattsville City Council Agenda Item Report

Meeting Date: April 1, 2019
Submitted by: Candace Hollingsworth, Mayor
Submitting Department: Legislative
Item Type: Budget
Agenda Section:

SUBJECT

Establishing a Complete Count Committee for Census 2020 (10 minutes)

HCC-315-FY19

Recommendation:

I move that the Mayor and Council establish a Complete Count Committee for the purposes of increasing participation in the 2020 Census. The committee will identify opportunities to effectively engage residents, particularly in areas of the city identified as "Hard to Count" as indicated in the Hard to Count 2020 map. Members of the committee (up to 15) will be appointed by the Mayor and Council and shall be responsible for organizing all efforts related to this goal with support, as necessary, of City staff. The Mayor shall be an ex-officio member of the Complete Count Committee and will serve as a liaison to City staff via the City Administrator.

I further move that the Mayor and Council allocate \$10,000 in the FY20 budget to support expenses (communications, events, recruitment, etc.) related to this effort.

Sponsor(s):

Hollingsworth

Co-Sponsor(s):

Croslin, Ward

ATTACHMENTS

Summary Background:

Funding allocations for the State of Maryland and underlying jurisdictions is based on formulas that use census data determining population. In order to ensure that the City of Hyattsville (and partner jurisdictions) receive funding necessary to continue and/or improve provision of critical services, we are compelled to encourage all members of the community to participate in Census 2020. Complete count committees are a recognized avenue for community outreach for this purpose.

From Census.gov

The 2020 Census provides an opportunity for everyone to be counted. Tribal, state, and local governments; community based organizations; faith-based groups; schools; businesses; the media; and others play a key role in developing partners to educate and motivate residents to participate in the 2020 Census.

When community members are informed, they are more likely to respond to the census. Through collaborative partnerships, the U.S. Census Bureau and community leaders can reach the shared goal of counting EVERYONE in 2020. The Complete Count Committees (CCC) program is key to creating awareness in communities all across the country.

CCCs utilize local knowledge, influence, and resources to educate communities and promote the census through locally based, targeted outreach efforts.

CCCs provide a vehicle for coordinating and nurturing cooperative efforts between tribal, state, and local governments; communities; and the Census Bureau. CCCs help the Census Bureau get a complete count in 2020 through partnerships with local governments and community organizations.

Next Steps:

Council discussion, action, and recruitment of members.

Fiscal Impact:

\$10,000

City Administrator Comments:

Staff can provide necessary support

Community Engagement:

TBD

Strategic Goals:

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

Legal Review Required?

N/A



Hyattsville City Council Agenda Item Report

Meeting Date: April 1, 2019
Submitted by: Bart Lawrence, W1
Submitting Department: Legislative
Item Type: Budget
Agenda Section:

SUBJECT

FY20 Budget Amendment: Summer Literacy Program (10 minutes)

HCC-342-FY19

Recommendation:

I move that the Mayor and Council appropriate \$3,500 from the carry forth fund balance in the FY20 budget to support the Summer Literacy Program, an initiative of the City of Hyattsville Education Advisory Committee, faculty and students from University of Maryland – College Park, and the Rosa Parks Elementary School PTA.

Sponsor(s):

Ward

Co-Sponsor(s):

Hollingsworth, Lawrence

ATTACHMENTS

[Summer Literacy Program - Background.docx](#)

Summary Background:

In 2017, the City of Hyattsville Education Advisory Committee (EAC), faculty and students from University of Maryland – College Park (UMD), and the Rosa Parks Elementary School (RPES) PTA initiated a summer literacy program at RPES in coordination with staff from the Prince George's County Memorial Library System. Volunteer UMD graduate and undergraduate students conducted once a week literacy programs for RPES children and families with the goal of maintaining summer access to library books and prevent reading loss that often occurs during the summer break. This successful program served more than 70 attendees, and the EAC and partners are working to expand the program to Edward M. Felegy Elementary and Hyattsville Elementary. This summer's program is expected to serve 80 attendees. Additional details, including a budget breakdown, are included in the EAC-provided background material.

Next Steps:

N/A

Fiscal Impact:

\$3,500

City Administrator Comments:

TBD

Community Engagement:

N/A

Strategic Goals:

Goal 3 – Promote a Safe and Vibrant Community

Legal Review Required?

N/A

Mission/Purpose of Organization of the Summer Literacy Program

During the summer of 2017, the City of Hyattsville Education Advisory Committee (EAC), faculty and students from University of Maryland – College Park (UMD), and the Rosa Parks Elementary School (RPES) PTA initiated a summer literacy program at RPES in coordination with staff from the Prince George's County Memorial Library System. Volunteer UMD graduate and undergraduate students conducted once a week literacy programs for RPES children and families with the goal of maintaining summer access to library books and prevent reading loss that often occurs during the summer break.

The EAC works to strengthen the relationship between the City of Hyattsville and the schools and organizations providing educational services to students in the City. The EAC's overarching goal is to help the City identify positive and meaningful opportunities to influence student achievement.

The EAC works on behalf of the Mayor and City Council to:

1. Develop and recommend educational programs, projects or other initiatives impacting the educational development of residents in the City of Hyattsville;
2. Develop high-impact community and school partnerships;
3. Serve as a resource to staff in the development of Citywide programs serving youth and young adults;
4. Receive and review grant applications from eligible entities for education-related programs and make recommendations for funding; and
5. Advise the Mayor and City Council in the development of policies and positions to advocate on behalf of students in the City of Hyattsville

Proposed Use of Requested Funds

1. **Needs/problems addressed by the grant:** For over the past 100 years, studies indicate that during the summer months, children from lower SES backgrounds lose between two and three months of reading skills on measures of academic proficiency. Children from low socioeconomic backgrounds are impacted the most. The Beginning School Study published in 2007 found while children from all backgrounds make similar gains during the school year, children from disadvantaged backgrounds fall behind in reading skills during the summer months. While a portion of the gap in ninth-grade reading achievement levels is due to skill levels at the beginning years of school, fully 2/3 of the achievement gap is due to unequal access to learning opportunities over the summer months. These learning losses affect curriculum levels, high school completion rates, and college attendance rates. (<http://archive.education.jhu.edu/PD/newhorizons/Journals/spring2010/why-summer-learning/index.html>) An analysis of 41 studies of summer programming indicated that low-income children gained the most from summer literacy programming, primarily because they traditionally lose the most from summer vacation. The same analysis found that the most successful summer literacy programs including instructional programming that fit with the best practices outlined by the National Reading Panel. (<https://www.brookings.edu/research/summer-learning-loss-what-is-it-and-what-can-we-do-about-it/>).

2. **How the proposed program will be implemented** The City and EAC will continue the summer reading program at RPES and add a second elementary, Hyattsville Elementary School (HES) to the program. We plan to use both schools as “pop-up” libraries to supplement the County library services while the Hyattsville library is under reconstruction. The RPES and HES principals have agreed to participate in programming for the summer. In addition, families from Felegy Elementary will be invited to attend the summer reading program at Rosa Parks so that the program can serve a wider geographic distribution of students. We feel that families are more comfortable bringing their children to a familiar school library that is within walking distance from their homes. Research indicates that public library use decreases for families from lower socioeconomic backgrounds when the library is located more than six blocks from their homes (http://cdn.lexile.com/m/uploads/Stop_Summer_Academic_Loss.pdf). Since the Summer Meals program will have limited availability to students this summer, we plan to include a nutritious snack for children who participate in the reading program.
3. **How the funds support the overall mission:** Faculty and students from UMD will hold weekly library reading hours at each elementary school. The two hour program starts with a short lesson to highlight phonemic awareness, vocabulary, and/or comprehension skills before moving to practice. The children will have time to select and read books with UMD volunteers or with their parents and siblings. The cost of the background check is currently \$56.57. The full cost is prohibitive to attract student volunteers to support the program. We plan to reduce the background check cost by reimbursing volunteers for \$40. Students are expected to contribute the remaining \$16 charge. In addition, this past year two graduate students organized volunteers and conducted bilingual parent workshops on language development. We plan to continue these workshops this summer. A portion of the funds are designated for two student stipends for their work. In past years, we used grant money to purchase books and connected book donations from the community. In addition, we celebrate the end of the reading program by distributing children’s books to the families. Research consistently indicated that the number of appropriate children’s books in the home is the best predictor of summer reading. (http://cdn.lexile.com/m/uploads/Stop_Summer_Academic_Loss.pdf)
4. **Number of clients to be served:** During each of the past summers, over 70 children participated in the program at RPES. We anticipate a larger number of students this summer because of the addition of a second location and the invitation of a third school to attend at Rosa Parks Elementary. The target ages for the program are school aged children ages 5-11, their parents, and younger siblings. We are budgeting for eighty students, with forty students at each location.
5. **Measurable objectives:** During the 2017 and 2018, staff from the County library system visited the program to make sure that children and families had library card access, were enrolled in the summer reading incentive program as part of the project and held parent workshops on available library services. Each child keeps a reading log so that the program can determine how many books each child read. Reading logs from the students will be shared with the principal and reading specialist of each school. Students also submit their records to the PGCMLS Summer @ Your Library Reading Initiative program. The two sites will conduct programs on two different days of the week. Graduate students from UMD will conduct bilingual parent workshops on literacy development. Additional literacy activities to engage younger siblings are being planned.

6. **New or ongoing program:** This is an expansion of an on-going program that the City has conducted over the past two summers while the Hyattsville Library has been undergoing reconstruction. We plan to add two additional schools to program, a nutritious snack to the two hour block, and additional programming for toddlers and preschool age siblings.
7. **Necessary experience:** Kathy Dow-Burger and Jan Edwards have extensive experience with language and literacy development in young children. For example, Jan Edwards currently has a [large-scale literacy project](#) with kindergarten and first grade children in the Baltimore City Public Schools, while Kathy Dow-Burger has spearheaded other parent-child reading programs in Hyattsville. Both Edwards and Dow-Burger are professors at the University of MD who teach and do research in language/literacy development. They have broad contacts at UMD, so they are able to recruit undergraduate and graduate students (including bilingual Spanish/English speakers) to volunteer for this project.
8. **Sustainability:** The PGCPs background check is valid for multiple years provided students continue to volunteer. Several UMD student volunteers have returned each year to work with the students. Over time, the returning volunteers build a long-term relationship with the students, local schools, and city. The past two years we have collected book donations from the local community to provide to families. In past years, we have collected approximately 200 books through the Amazon Wish List to supplement the books purchase as part of the grant.

Proposed Budget:

Item Description	Cost	Total
Background check sponsorship – 20 volunteers	\$40 each (Students are asked to contribute \$16.57 towards background check)	\$800.00
Purchase materials for craft activities, incentives and organization (e.g., construction paper, markers, stickers, pens/pencils, staples/staplers)	K-5 materials for children and parents (\$250) Activities for parents with children ages 0-4 (\$250)	\$500
Honorarium for bilingual coordinator	2 (one for each school) Each bilingual coordinator will also plan and conduct parent literacy workshops	\$1,000 (\$500 each honorarium)
Snacks		\$500
Purchase of culturally and linguistically diverse fiction and nonfiction books for children to take home at completion of reading program		\$700
	Total	\$3,500



Hyattsville City Council Agenda Item Report

Meeting Date: April 1, 2019
Submitted by: Candace Hollingsworth, Mayor
Submitting Department: Legislative
Item Type: Policy
Agenda Section:

SUBJECT

Community Sustainability Fund (10 minutes)

HCC-41-FY18

Recommendation:

I move that the Mayor and Council direct the City Treasurer to establish a Community Sustainability Fund to support projects that advance the goals of the City of Hyattsville's adopted Community Sustainability Plan. Funds shall be deposited into the fund annually based on the following formula:

$0.6 * (\# \text{ of Units Developed} \times \text{Per Unit Impact Fee Realized})$

Funds deposited into this fund should be allocated according to the following schedule:

40% Affordable Housing
40% Schools and Public Education
20% Transportation

The Mayor and Council shall authorize all expenses from the fund.

Sponsor(s):

Hollingsworth

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

Since 2011, the City of Hyattsville has adopted a Community Sustainability Plan that is developed with input from community stakeholders to establish a roadmap for the city's future. Many initiatives are aspirational; some are "low-hanging fruit." In either case, the initiatives require funding to implement. This fund is intended to dedicate funding towards realizing the goals of the community sustainability plan and supplement other planned initiatives through the city's annual operational and capital budgets.

The Council held an initial discussion on this item on March 19, 2018 and a second discussion on March 18, 2019.

Next Steps:

TBD

Fiscal Impact:

TBD

City Administrator Comments:

The City can support. The fund will be established and the revenue source will be the General Fund and distributed based on percentages outlined (housing, school performance, transportation and discretionary).

Community Engagement:

TBD

Strategic Goals:

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

Legal Review Required?

Pending



Hyattsville City Council Agenda Item Report

Meeting Date: April 1, 2019

Submitted by: Candace Hollingsworth, Mayor

Submitting Department: Legislative

Item Type: Ordinance

Agenda Section:

SUBJECT

Revitalization Tax Credit – Modification (15 minutes)

HCC-42-FY18

Recommendation:

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

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

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

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

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

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

Sponsor(s):

Hollingsworth

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

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

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

Next Steps:

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

Fiscal Impact:

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

City Administrator Comments:

The City staff can support. The staff does not have the expertise to advise on the effectiveness of this ordinance as a gap financing tool for developers. It may incentivize affordable housing developers to move to the City. The City attorney can draft a revitalization tax credit ordinance based on the specified information. The draft may require additional clarification to ensure the intent is captured. If approved, and as recommended, the staff will use a financial advisor to evaluate applications, and conduct an analysis on the City's ability to support, at what level and the financial impact.

Community Engagement:

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

Strategic Goals:

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

Legal Review Required?

Pending



Hyattsville City Council Agenda Item Report

Meeting Date: April 1, 2019
Submitted by: Laura Reams
Submitting Department: City Clerk
Item Type: Community Notices
Agenda Section:

SUBJECT

City Calendar

HCC-348-FY19

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Main City Calendar_Apr 2-15 2019.pdf](#)

Summary Background:

N/A

Next Steps:

N/A

Fiscal Impact:

None

City Administrator Comments:

N/A

Community Engagement:

N/A

Strategic Goals:

Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?

N/A

Weekly Program Offerings

Ageless Grace Senior Exercise Classes

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

Creative Minds

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

Teen Center

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

City Calendar: April 2 - 15, 2019

Board of Supervisors of Elections Meeting

April 2, 4:00 PM @ City Building

Ethics Commission Meeting

April 2, 7:00 PM @ City Building

Race and Equity Task Force Meeting

April 3, 7:00 PM @ City Building

Coffee with a Cop

April 4, 8:00 – 10:00 AM @ Vigilante Coffee

Educational Facilities Task Force Meeting

April 4, 6:00 PM @ City Building

Spring Community Yard Sale

April 5 -7 @ Citywide

HY-Swap

April 6, 2019, 11:00 AM - 3:00 PM @ City Building

Kids on Voting & Postcards for Voters

April 7, 2019, 2:00 – 5:00 PM @ City Building

Let YOUR kids tell us why voting is important next Sunday, April 7, 2 - 5 p.m., in the first floor Multipurpose Room of the City Building (4310 Gallatin Street). They may even be featured in our next PSA video! We'll also be writing postcards to encourage the community to #VoteLocal in the City's elections on May 7, 2019. To learn more, visit www.hyattsville.org/elections.

Hyattsville Environment Committee Meeting

April 9, 2019, 7:00 PM @ The City Building

Police and Public Safety Advisory Committee Meeting

April 10, 2019, 7:30 PM

Spring Cleanup Days: Mary Prangley Cleanup Day

April 13, 2019, 7:00 AM - 2:00 PM @ Citywide

Main City Calendar: April 2 - 15, 2019

Egg Hunt & Pancake Breakfast

April 13, 2019, 9:00 AM - 11:30 AM @ Magruder Park

City Council Public Hearing: FY20 Real Property Tax Rate

April 15, 2019, 7:30 PM @ The City Building (Third Floor Council Chambers)

City Council Meeting (First Reading of FY20 Budget)

April 15, 2019, 8:00 PM @ The City Building (Third Floor - Council Chambers)