

# City of Hyattsville

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



## Meeting Minutes

**Wednesday, March 30, 2022**

**6:00 PM**

**ARPA Presentation & FY23 Departmental Budget Work Session**

**Register in advance for this webinar:**

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**Virtual**

## **City Council**

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

## **ADMINISTRATION**

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

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

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

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

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

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

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

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

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

**Meeting Notice:**

As we continue to take precautions due to the COVID-19 (Coronavirus) pandemic, the Hyattsville City Council will hold a worksession on Wednesday, March 30, 2022 remotely via video conference. The Council meeting will be conducted entirely remotely; there will be no in-person meeting attendance.

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

**PUBLIC PARTICIPATION:**

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

[https://us06web.zoom.us/webinar/register/WN\\_dMwFQRWkRQCljxXFfT3BHw](https://us06web.zoom.us/webinar/register/WN_dMwFQRWkRQCljxXFfT3BHw)

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

The meeting was called to order at 6:05 p.m.

**Also Present:**

City Administrator-Tracey Douglas  
Assistant City Administrator-Jim Chandler  
City Treasurer-Ron Brooks  
Chief of Police-Jarod Towers  
Director of Public Works-Lesley Riddle  
Director of Community Services-Sandra Shepherd  
Director of Human Resources-Vivian Snellman  
City Clerk-Laura Reams  
APRA Fund Manager-Patrick Paschall

**Present:**

Interim Mayor Robert Croslin  
Council Vice-President Danny Schaible  
Councilmember Joanne Waszczak  
Councilmember Ben Simasek  
Councilmember Sam Denes  
Councilmember Daniel Peabody  
Councilmember Rommel Sandino  
Councilmember Jimmy McClellan Arrived at 6:45 p.m.  
Councilmember Edouard Haba  
Councilmember Joseph Solomon  
Councilmember Rommel Sandino

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

**3. Approval of Agenda**

A motion was made by Council Vice-President Schaible, seconded by Councilmember Simasek, that the Agenda be Approved. The motion carried by the following vote:

**Aye:** Croslin, Solomon, Schaible, Waszczak, Simasek, Denes, Peabody, Sandino, and Haba

**Aye:** Croslin, Solomon, Schaible, Waszczak, Simasek, Denes, Peabody, Sandino, and Haba

**Absent:** McClellan

**Absent:** McClellan

**5. Public Comment (6:10 p.m. – 6:20 p.m.) Complete Speaker Card, Limit 2 minutes per speaker**

Melissa Schweisguth spoke to acknowledge budget issues and hopes for lower property tax rates. She also spoke in support of seeking grants to offset funding and public bathrooms at parks.

Scott Wilson appreciated previous years' budget information and referenced the cost of inflation.

Claire Panak Tombes wrote in support of grants and funding for social service organizations.

**6. American Rescue Act Plan Presentation & Discussion (6:20 p.m. - 7:30 p.m.)  
(6:20 p.m. - 7:30 p.m.)**

**American Rescue Plan Emergency Relief Discussion****[HCC-283-FY22](#)**

Discussion about emergency relief plans using American Rescue Plan funds.

Sponsors: City Administrator

Attachments: [Emergency Relief Discussion Agenda 03.07.2022](#)  
[COH Emergency Relief Submissions for Public Hearing v03.02.2022](#)  
[ARPA Emergency Relief Council Discussion Presentation 03.24.2022](#)

City of Hyattsville ARPA Fund Manager Patrick Paschall summarized the ARAP funds. Hyattsville was awarded \$17.9 million with the purposes of emergency relief from COVID-19 and its economic impacts, and structural support to mitigate future public health crises. He provided starting points for discussion on disseminating the funds.

Councilmember Simasek asked about setting aside some of the ARPA funds for affordable housing. Mr. Paschall said that affordable housing and equity is an approved use of ARPA funds. Due to staff management of multiple new programs, prioritization is key. This idea is up for fall discussion.

Council Vice President Schaible asked about additional items that are not direct aid. Mr. Paschall said that some of the funds aren't yet completely allocated so there are items that can be funded through ARPA.

Councilmember Waszczak asked what proportion of the \$17.9 million was up for discussion tonight. Mr. Paschall said about \$4.5 million.

Councilmember Waszczak asked how emergency needs were pulled out of existing City plans. Mr. Paschall said his guideline is if the plan can be operational within 90 days.

Councilmember Waszczak asked about HVAC/ventilation improvements for City buildings beyond the 4310 Gallatin Street location. Mr. Paschall responded that those improvements that need to be made are prioritized.

City Administrator Tracey Douglas responded that CARES Act funding has been prioritized for building improvements. Public Works Director Lesley Riddle said that April is the planned date for City Building HVAC replacement.

Councilmember Solomon asked if supplies for infrastructure can be pre-ordered. Mr. Paschall said any supply ordering would be dependent on competitive selection of contractors. Director Riddle said that many of these supplies could be difficult because of supply chain issues. Councilmember Solomon would like to see allocations for supplies so staff knows they can move forward. Mr. Paschall will

investigate this.

Councilmember Haba asked for details regarding the specificity of the programs in the General Relief Fund. Mr. Paschall responded that these programs are purposefully more general and different than those managed by the County and State. The general nature of the City run programs is meant to help Hyattsville residents to not be excluded from the specific funds available from the County and State.

Councilmember Haba asked about application processes for business assistance. Mr. Paschall said the processes will be straightforward but there must be a demonstration of pandemic harm.

Councilmember Haba asked about infrastructure items. Mr. Paschall said staff was holding those issues until fall.

Councilmember Waszczak asked if supplies for public health related services could be pre-ordered using this funding. Director Riddle defers to Mr. Paschall as he has a better sense of what that means.

City Administrator Douglas said that City staff wanted to get funds into the hands of residents, which informed their priorities for this presentation.

Councilmember Waszczak asked how other municipalities are balancing their priorities. Mr. Paschall has limited information on that but is seeking answers.

Councilmember Sandino brought up the issue of childcare and its affordability; supporting families with the costs along with adding providers. Mr. Paschall responded that he will investigate this opportunity further.

Councilmember Sandino asked the City's food assistance program cost. City Administrator Douglas said that the costs are fairly low because much of the work is conducted by volunteers but is about \$50,000 for Meals on Wheels. Capital Foodbank and Department of Aging are other providers of food assistance in the City.

Councilmember Simasek recommended expanding eligibility and/or covered expenses for childcare. Mr. Paschall said that is on his radar.

Councilmember Denes asked about the number of residents who are in need to determine whether the proposed funding will meet the demand. Mr. Paschall intends to evaluate the programs on an ongoing basis so Council can make modifications if necessary.

Councilmember Denes said immigration status should not matter. Mr. Paschall said the only criteria are

city residency and expression of need.

Council VP Schaible would like to see the dependent allowance increased.

Council VP Schaible would also like to see better opportunities for food assistance.

The Business Relief Program ceiling may be high, but Council VP Schaible would like to see those amounts dependent on size of business. Mr. Paschall said the issue is unresolved but the number is currently a placeholder.

Council VP Schaible asked if ARPA funds could be used as seed funds for an after-school program in Hyattsville. Mr. Paschall said this program would take time to implement so is not a current priority.

Mr. Paschall noted that the issues addressed by Council this evening will be his priorities going forward.

Councilmember Solomon would like to see more clarification on programs, such as childcare. He brought up the evaluation of metrics and understanding whether the needs addressed are being met.

Councilmember Solomon asked if issues related to Public Works staff turn-over due to compensation is addressed within ARPA or elsewhere. Mr. Paschall said compensation studies are in the works.

Mr. Paschall said staff will be hired to handle the ARPA implementation needs and if necessary perhaps a non-profit will be brought in.

**7. Meeting Recess (7:30 p.m. - 8:00 p.m.)**

The Council went into recess at 7:50 p.m. and returned to session at 8:05 p.m.

**8. Fiscal Year 2023 Budget Presentation (8:00 p.m. - 9:50 p.m.)**

**Introduction of the Draft Budget for Fiscal Year 2023 (90 minutes)**[HCC-297-FY22](#)

For presentation and discussion.

Sponsors: City Administrator

Attachments: [FY23 Budget Transmittal Memo](#)  
[FY23 City of Hyattsville Budget Book](#)

City Administrator Douglas provided a presentation on the proposed City budget for FY 2023.

City Treasurer Ron Brooks said that the City Charter dictates the guidelines for the City budget.

Each of the Directors provided an overview of their specific departments.

City Administrator Douglas clarified that if Council has questions that can't be answered this evening, she will get the information to Council in her Monday email.

Interim Mayor Croslin asked Council for brief questions.

Councilmember Solomon reiterated what Interim Mayor Croslin reminded: the budget is ongoing and there will be many opportunities to address specifics in further meetings.

Councilmember Haba asked how ARPA funding is reflected in the City budget. Treasurer Brooks said that if/when ARPA fund expenditures are approved, they will then be reflected in the City budget.

Councilmember Waszczak thanked the City Directors for bringing the budget to life. She asked for next steps. City Administrator Douglas said that staff will return to Council and have Public Hearings for further work in further meetings.

Councilmember Waszczak asked about the opportunities for residents to comment on the City budget. City Administrator Douglas said the Public Hearings on taxes and further Council meetings will offer those opportunities.

Council Vice President Schaible asked about the two proposed Case Manager positions. City Administrator Douglas said the Police Department position will be used to follow-up on calls. The position in Community Services is to assist residents to navigate programs.

Council VP Schaible asked about the 1.5% COLA, thinking it seemed low. City Administrator Douglas agreed that it is low. City Treasurer Brooks stated that the 1.5% increase was based on research done by Director Snellman.

Council VP Schaible asked if a Climate Action Plan could be included in the Sustainability Plan. City Administrator Douglas said Director Riddle would know the most about a climate action plan, but she asked Director Chandler to address it within the context of the City's Sustainability Plan. Director Chandler said it is possible to include some element of Climate in the Sustainability Plan. Director Riddle said the County Draft Plan is a good resource and that Public Works is already working on many of the issues.

Councilmember Waszczak referenced the public comment question about Living Wage. She would like to ensure that all staff are compensated at or above that threshold and included in the City budget. Director Snellman said there is currently a premium pay program in place. Councilmember Waszczak asked if it is “Danger” pay. Mr. Paschall said that “Danger or Hazard” pay has different qualifiers.

**12. Council Dialogue (9:50 p.m. - 10:00 p.m.)**

**14. Motion to Adjourn**

The meeting adjourned at 10:32 p.m.

A motion was made by Council Vice-President Schaible, seconded by Councilmember Waszczak, that the meeting be Adjourned. The motion carried by the following vote:

**Aye:** Croslin, Solomon, Schaible, Waszczak, Simasek, Denes, Peabody, Sandino, McClellan, Haba, and Sandino

**Aye:** Croslin, Solomon, Schaible, Waszczak, Simasek, Denes, Peabody, Sandino, McClellan, Haba, and Sandino