

City Council of Hyattsville, Maryland

AGENDA

City Council Regular Meeting

Monday, March 20, 2017

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](#)

[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

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.

Ways to Watch the Meetings 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

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. **Moment of Silence in Honor of Phil Houle**
4. **Approval of Agenda**
6. **Public Comment (8:10 p.m. – 8:20 p.m.) Limit 2 minutes per speaker**
7. **Presentations (8:20 p.m. - 8:25 p.m.)**
7.a.) FY-2015 Audit Update
Motion #: Presentation Only
Sponsor(s): At the Request of the City Administrator
8. **Consent Items (8:25 p.m. - 8:30 p.m.)**
8.a.) Appointment to the Health, Wellness and Recreation Advisory Committee
I move that the Mayor and Council appoint Don Burger (Ward 1) to the Health, Wellness and Recreation Advisory Committee for a term of 2 years to expire on March 20, 2019.
Motion #: 149-03-FY17
Sponsor(s): Ward
[Don Burger HWRAC Application redacted.pdf](#)
8.b.) Appointment to the Hyattsville Environment Committee
I move that the Mayor and Council appoint Megan Haidet (Ward 3) to the Hyattsville Environment Committee for a term of 2 years to expire on March 20, 2019.
Motion #: 150-03-FY17
Sponsor(s): Perry
[Megan Haidet HEC Application redacted.pdf](#)
8.c.) Appointment to the Ethics Commission Committee
I move that the Mayor, with Council approval, appoint Franchesca Thomas (Ward 1) to the Ethics Commission Committee for a term of 3 years to expire on March 20, 2020.
Motion #: 151-03-FY17
Sponsor(s): Hollingsworth, Lawrence, Perry
[Franchesca Thomas Ethics Application redacted.pdf](#)
8.d.) Schedule Public Hearing, April 12, 2017
I move that the Mayor and Council schedule a Public Hearing on Wednesday, April 12, 2017 at 7:30 PM in order to hear public comment on the Proposed Fiscal Year 2018 Budget.
Motion #: 152-03-FY17
Sponsor(s): At the Request of the City Administrator
[FY18 Budget Meeting Schedule Revised 031417.pdf](#)
8.e.) Council Discretionary Funds to Sponsor Spring 2017 Hy-Swap

I move that the Mayor and Council authorize the expenditure of \$500 (\$250 each from Ward 2 and 3) in Council Discretionary Funds for the City of Hyattsville to sponsor the Spring 2017 HY-Swap event scheduled to take place in the City Building on April 8, 2017.

Motion #: 153-03-FY17

Sponsor(s): Paschall, Wright, Warner, Croslin, Frazier

[HY-Swap Info Sheet 20170131.docx](#)

9. Action Items (8:30 p.m. - 8:50 p.m.)

9.a.) Hyattsville Senior Nutrition Program Partnership (10 minutes)

I move that the Mayor and Council authorize the City Administrator to negotiate and execute Memorandums of Understandings with College Park Meals on Wheels, Prince George's County Department of Family Services, and Prince George's Public Schools for the purposes of implementing a Senior Nutrition Program in the City. I further move that the Mayor and Council authorize FY18 funding for the program in an amount not to exceed \$25,000.

Motion #: 154-03-FY17

Sponsor(s): Solomon

[Staff Comments on Senior Nutrition Program 03-06-17.docx](#)

9.b.) Hyattsville Ambassador Program (10 minutes)

I move that the Mayor and Council appoint Mary Ann Dillon, Ann Barrett and Erica Riggio to serve as Hyattsville Ambassadors for a term of two (2) years to expire on May 1, 2019.

Motion #: 155-03-FY17

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

[Memo - Ambassador Program Appointments.docx](#)

[Hyattsville Ambassador Program Presentation FINAL.pdf](#)

[Ambassador Program - Candidate Packet.pdf](#)

10. Discussion Items (8:50 p.m. - 9:35 p.m.)

10.a.) Revisions to Ordinances for Temporary Structures & Enclosures: § 65-8, § 65-23.1 and § 65-27 (15 minutes)

Motion #: Discussion Only

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

[Memo - Temporary Unenclosed Storage Ordinances.docx](#)

[Section 65-8 Temporary Storage Unit January 5 2017 \(1\).docx](#)

[65-23.1 Revised 3.16.17.docx](#)

[Code Committee Minutesr - Jan17 Approved.doc](#)

10.b.) 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. (30 minutes)

Motion #: Discussion Only

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

[Non-intervention Ordinance to Mayor and Council 3.15.17 DRAFT.pdf](#)

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

12. Community Notices and Meetings

12.a.) City Calendar: March 21 - April 3, 2017

Motion #: N/A

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

[Main City Calendar Mar 21-April 3 2017.pdf](#)

13. Motion to Adjourn



Hyattsville City Council Agenda Item Report

Meeting Date: March 20, 2017

Submitted by: Ron Brooks

Submitting Department: Finance

Item Type: Audit

Agenda Section: Presentations (8:20 p.m. - 8:25 p.m.)

SUBJECT

FY-2015 Audit Update

Motion #

Presentation Only

Recommendation:

Sponsor(s):

At the Request of the City Administrator

ATTACHMENTS

Summary Background:

We are in the final stage of the "Partner Review" where the auditors review each section of the audit for compliance. As previously stated, this is also the time for auditors to make or suggest changes to any of the information in the document. Historically, this stage has resulted in minor text changes, but no major changes in the financial data. Currently they are 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: March 20, 2017

Submitted by: Laura Reams

Submitting Department: City Clerk

Item Type: Appointment

Agenda Section: Consent Items (8:25 p.m. - 8:30 p.m.)

SUBJECT

Appointment to the Health, Wellness and Recreation Advisory Committee

Motion #

149-03-FY17

Recommendation:

I move that the Mayor and Council appoint Don Burger (Ward 1) to the Health, Wellness and Recreation Advisory Committee for a term of 2 years to expire on March 20, 2019.

Sponsor(s):

Ward

ATTACHMENTS

[Don Burger_HWRAC Application_redacted.pdf](#)

Summary Background:

Please see attached application.

Next Steps:

Staff liaisons for HWRAC Committee will reach out to the new appointee to invite them to attend the next meeting.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Support

Community Engagement:

Agendas for the HWRAC Meetings are posted on the City's website. Meetings are open to the public and all are encouraged to attend.

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

Board, Committee and Commission Application

Status: submitted

Profile

Don	Burger	
First Name	Last Name	
		
Email Address		
		
Street Address	Suite or Apt	
		
City	State	Postal Code
		

To find your City Ward, click on this link! <http://www.hyattsville.org/538/Residency-Verification-Page>

Ward 1

Ward	
	
Primary Phone	Alternate Phone

Which Boards would you like to apply for?

Health, Wellness and Recreation Advisory Committee

Lauren Comeau

Referred By:

Biographical Statement

I have been a resident of Hyattsville for about 2 1/2 years and have been a life-long fitness enthusiast who understands the benefits of living a healthy lifestyle. As an employee of the U.S. Department of Transportation, I have considerable experience in understanding the government and regulatory process. Serving on the committee would also provide me with an opportunity to give back to my local community.



Hyattsville City Council Agenda Item Report

Meeting Date: March 20, 2017

Submitted by: Laura Reams

Submitting Department: City Clerk

Item Type: Appointment

Agenda Section: Consent Items (8:25 p.m. - 8:30 p.m.)

SUBJECT

Appointment to the Hyattsville Environment Committee

Motion #

150-03-FY17

Recommendation:

I move that the Mayor and Council appoint Megan Haidet (Ward 3) to the Hyattsville Environment Committee for a term of 2 years to expire on March 20, 2019.

Sponsor(s):

Perry

ATTACHMENTS

[Megan Haidet_HEC Application_redacted.pdf](#)

Summary Background:

Please see attached application.

Next Steps:

Staff liaisons for HEC Committee will reach out to the new appointees to invite them to attend the next meeting.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Support

Community Engagement:

Agendas for the HEC Meetings are posted on the City's website. Meetings are open to the public and all are encouraged to attend.

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance

Action 1.1 - Provide Information and Opportunities for Resident Participation in Civic Endeavors.

Legal Review Required?

N/A

Board, Committee and Commission Application

Status: submitted

Profile

Megan

First Name

Haidet

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

To find your City Ward, click on this link! <http://www.hyattsville.org/538/Residency-Verification-Page>

Ward 1

Ward

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Hyattsville Environment Committee

Referred By:

Biographical Statement

I have a strong interest in the environmental wellbeing of my community. In college and graduate school I majored in environmental science and environmental policy so I am well-versed in the foundational science and processes that contribute to clean air, water and sustainable ecosystems. I have worked for the US Fish and Wildlife Service, Bureau of Land Management and presently the National Institute of Food and Agriculture. I have also worked on behalf of municipalities interested in preserving open space and farmland while at The Land Conservancy of New Jersey. In that role, I participated in numerous public meetings and became familiar with municipal governing. As a relatively new resident of Hyattsville, I am looking forward to becoming more involved in our town. In my free time, I like to cook, quilt and go for bike rides.



Hyattsville City Council Agenda Item Report

Meeting Date: March 20, 2017

Submitted by: Laura Reams

Submitting Department: City Clerk

Item Type: Appointment

Agenda Section: Consent Items (8:25 p.m. - 8:30 p.m.)

SUBJECT

Appointment to the Ethics Commission Committee

Motion #

151-03-FY17

Recommendation:

I move that the Mayor, with Council approval, appoint Franchesca Thomas (Ward 1) to the Ethics Commission Committee for a term of 3 years to expire on March 20, 2020.

Sponsor(s):

Hollingsworth, Lawrence, Perry

ATTACHMENTS

[Franchesca Thomas_Ethics Application_redacted.pdf](#)

Summary Background:

Please see attached appointment application.

Next Steps:

N/A

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Support

Community Engagement:

Agendas for the Ethics Commission Committee Meetings are posted on the City's website. Meetings are open to the public and all are encouraged to attend.

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance

Action 1.1 - Provide Information and Opportunities for Resident Participation in Civic Endeavors.

Legal Review Required?

N/A

Board, Committee and Commission Application

Status: submitted

Profile

Franchesca

First Name

Thomas

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

To find your City Ward, click on this link! <http://www.hyattsville.org/538/Residency-Verification-Page>

Ward 1

Ward

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Ethics Commission, Planning Committee

Referred By:

Biographical Statement

My name is Frankie Thomas. My current occupation is a Project Analyst for a public company within the financial services industry. Hyattsville is such an amazing city with so much potential. As a small business owner as well, I understand that we continually need progressions in our neighborhoods. As residents, we should preserve the historic past and actively pursue new ideas to ensure a brighter future for us all. I am highly interested in being appointed to the Ethics Commission and Planning Committee to ensure the City of Hyattsville is meeting the State of Maryland guidelines with ethics forms and properly vetting proposed development site plans, as well as legislative items related to planning and/or zoning to provide the Mayor and Council recommendations. Also, I believe that I can help bring creative, pragmatic and collaborative solutions for the city of Hyattsville.



Hyattsville City Council Agenda Item Report

Meeting Date: March 20, 2017

Submitted by: Laura Reams

Submitting Department: City Clerk

Item Type: Legislative

Agenda Section: Consent Items (8:25 p.m. - 8:30 p.m.)

SUBJECT

Schedule Public Hearing, April 12, 2017

Motion #

152-03-FY17

Recommendation:

I move that the Mayor and Council schedule a Public Hearing on Wednesday, April 12, 2017 at 7:30 PM in order to hear public comment on the Proposed Fiscal Year 2018 Budget.

Sponsor(s):

At the Request of the City Administrator

ATTACHMENTS

[FY18_Budget_Meeting_Schedule_Revised_031417.pdf](#)

Summary Background:

The hearing is an opportunity to hear input from residents and other stakeholders on the proposed FY-18 budget. The budget was presented to the Mayor and Council on March 15, 2017. A copy of the Budget Meeting Schedule is attached to this item.

Next Steps:

N/A

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval.

Community Engagement:

The public hearing provides an opportunity for the community to get information, ask questions and give public comments related to this issue.

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance.

Legal Review Required?

N/A

FY-2018 Revised Council Budget Meeting Calendar

Council Budget Work Session

Wednesday, March 15, 2017, 8:00 PM - 10:00 PM @ 3rd Floor Council Chambers

- Introduction & Overview of the Draft Budget for Fiscal Year 2018
- FY-18 Budget Review: Legislative & Administrative
- FY-18 Budget Review: Police Department

Public Hearing on the Draft Budget for Fiscal Year 2018

Wednesday, April 12, 2017, 7:30 PM - 8:00 PM @ 3rd Floor Council Chambers

Council Budget Work Session

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

- FY-18 Budget Review: Department of Public Works
- FY-18 Budget Review: Community & Economic Development
- FY-18 Budget Review: Community Services

Public Hearing on the Real Property Tax Rate for Fiscal Year 2018

Wednesday, April 26, 2017, 7:30 PM - 8:00 PM @ 3rd Floor Council Chambers

Council Special Meeting

Wednesday, April 26, 2017, 8:00 PM - 10:00 PM @ 3rd Floor Council Chambers

- Discussion/Vote on Submitted Council Budget Amendments
 - o Deadline for Submission of Council Budget Amendments: Wednesday, April, 19.

Council Meeting

Monday, May 1, 2017, 8:00 PM - 10:00 PM @ 3rd Floor Council Chambers

- Introduction & First Reading: FY-2018 Budget Ordinance

Council Special Meeting

Wednesday, May 10, 2017, 8:00 PM - 9:00 PM @ 3rd Floor Council Chambers

- Second Reading & Adoption: FY-2018 Budget Ordinance



Hyattsville City Council Agenda Item Report

Meeting Date: March 20, 2017

Submitted by: Patrick Paschall, W3

Submitting Department: Legislative

Item Type: Resolution

Agenda Section: Consent Items (8:25 p.m. - 8:30 p.m.)

SUBJECT

Council Discretionary Funds to Sponsor Spring 2017 Hy-Swap

Motion

153-03-FY17

Recommendation:

I move that the Mayor and Council authorize the expenditure of \$500 (\$250 each from Ward 2 and 3) in Council Discretionary Funds for the City of Hyattsville to sponsor the Spring 2017 HY-Swap event scheduled to take place in the City Building on April 8, 2017.

Sponsor(s):

Paschall, Wright, Warner, Croslin, Frazier

ATTACHMENTS

[HY-Swap Info Sheet 20170131.docx](#)

Summary Background:

This is a request for \$500 in Council Discretionary Funds - \$250 from Ward 2 and \$250 from Ward 3 - for the City of Hyattsville to sponsor the Spring 2017 HY-Swap event. HY-Swap is a free exchange of infant, children's and maternity clothing, gear, and toys, organized by local volunteers dedicated to sharing and circulating items in good condition within the community, providing savings for local families and reducing waste.

HY-Swap has evolved and grown from a wild idea to a Hyattsville tradition, that has so far supported sharing and re-use of thousands of items. The core group of volunteers have a keen eye toward sustainability so that it will continue as a unique institution that represents the spirit of community sharing and re-use, characteristics central to the Hyattsville ethos.

HY-Swap's Impact. Since the swap started in 2014, we have grown from a pool of 10 volunteers serving 90 families, to 46 volunteers serving 202 families, and recycled more than 1,200 cubic feet of clothing, linens, toys, books, and gear, represented in more than 600 boxes and bags of donations, plus large equipment and furnishings.

Spring '17 on April 8 is the 5th HY-Swap and will be the largest yet. A core group of 12 volunteers plan and manage the effort, and an additional 40-50 volunteers sort, haul, set-up, host, and breakdown. Our goal is to reach 250 families, reaching all Hyattsville neighborhoods.

City Sponsorship entails financial support to help offset the costs of producing this free, volunteer run community event that provides free children's clothing and supplies to the public, as well as assistance promoting the event through the City's channels of communication, such as the City's event calendar, email communication tools, and the Hyattsville Reporter.

Benefits of Partnership with the City of Hyattsville

HY-Swap's greatest assets are the team volunteers who make the event happen, trust from the community to receive donations, and ability to successfully organize a tremendous volume of donations and recycle them back in to the community.

HY-Swap's greatest needs are free or low-cost space to host the event and marketing to reach and engage all neighborhoods within Hyattsville.

HY-Swap's goal is to become a sustainable tradition within Hyattsville, cycling infant, children's, and maternity clothes, toys, and gear within the community and engaging families in a network of sharing and support.

HY-Swap has had solid growth since we started, and anticipate continued growth as we reach more neighborhoods in Hyattsville, but also anticipate that costs will level off. We established a \$1,000 event budget, and will solicit donations, as well as seek modest support from the City.

Partnership with the City will support several of our key needs to build capacity to meet our goal. In particular, City partnership offers

- preferential scheduling for City space (e.g. Multi-Purpose room in the Municipal Building);
- advertising and outreach across Hyattsville through the City's community announcements; and
- modest financial support to offset costs.

Next Steps:

Staff will collaborate with HY-Swap organizers to determine next steps and a communications strategy.

Fiscal Impact:

\$500

City Administrator Comments:

Staff supports this proposal for partnership.

Community Engagement:

Staff will work with HY-Swap organizers to coordinate a community engagement strategy.

Strategic Goals:

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

Legal Review Required?

N/A



Info Sheet

1/31/2017

Contact: Emily Palus,
301-455-4971;
empalus@gmail.com

HY-Swap is a free exchange of infant, children's and maternity clothing, gear, and toys, organized by local volunteers dedicated to sharing and circulating items in good condition within the community, providing savings for local families and reducing waste.

HY-Swap has evolved and grown from a wild idea to a Hyattsville tradition, that has so far supported sharing and re-use of thousands of items. The core group of volunteers have a keen eye toward sustainability so that it will continue as a unique institution that represents the spirit of community sharing and re-use, characteristics central to the Hyattsville ethos.

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How it Works

Donations are received at 'drop sites'—volunteers' homes across Hyattsville—over five weeks. Donations mainly come from Hyattsville Nurturing Mom listserv families, although as the swap's reach expands, so does the pool of donations. Items are sorted throughout the donation period following a systematic process to ensure consistency and a high level of organization. Sorting sessions are hosted and attended by volunteers and provide opportunities for networking and camaraderie.

The day before the swap, the packed boxes and bags of sorted clothing, linens, toys and gear are hauled to the swap site. In 2014 and 2015, the Masonic Lodge hosted the swap. In 2016, we moved to the Municipal Building, a larger venue that could accommodate our growing event. Volunteers then unpack and arrange the hundreds of boxes, bags, equipment and furnishings on tables provided by the venue and the swap's hanging racks and bins. It takes five weeks to receive and sort donations, which are installed in a "pop-up" boutique in a matter of 6 hours.

That evening, the swap opens for a Preview event for new and expecting parents as well as the volunteers, who can "shop" early. The main event opens the following day, and is first open to Hyattsville families and friends, and then opens to the public for the last hour and a half. Families "shop the swap" selecting whatever items they wish. Swap volunteers help participants fill their bags, and refresh the tables with new items throughout the day.

Any remaining items are packed and transported to three local charities that provide services to area families, while some off-season items are held for the next swap. All serviceable boxes and packing supplies are stored and reused for the next swap.

For more information, visit www.hy-swap.com, contact info@hy-swap.com

Illustrated Guide to HY-Swap



it begins with donations



lots of donations



that get sorted



and organized



by fabulous ladies



who go through it all



and box it all up



and in bags, too.



then haul it to the show



set-up starts from a blank slate



a pop-up shop appears



an array of clothes and gear



then 'shop' 'shop' 'shop'



major scores are made



and the remainder donated

*** Spring '17 HY-SWAP FAQs***

What is HY-SWAP? A free, community exchange of infant, children's and maternity clothing, gear and toys, presented by a group of local moms in the spring and fall.

Who can PARTICIPATE? All Hyattsville residents, families, and friends are invited to 'shop' the swap first, and then the general public is invited for the second half of the event..

When & where do I DROP my stuff? Drop off donations at one of 8 drop sites around Hyattsville, from March 1-April 1; drop sites will be shared in late February.

When & where do I 'SHOP'? The Spring '17 HY-Swap is April 8, from 12 noon to 4 pm at the at the Hyattsville Municipal Building, Multi-Purpose Room (first floor). Hyattsville families and friends are welcome anytime during the swap; the public is invited starting at 2:30 pm.

What HAPPENS at the SWAP? Browse the pop-up boutique and take any items that will be useful to you and your family. (There is no limit to what you can take.) Meet and chat with moms and dads.

Is it FREE? Yes! The swap is totally free. Cash donations are welcome, and help pay for supplies.

Do I have to GIVE in order to TAKE? Nope! The spirit of the HY-Swap is to support the community and pay it forward - take what you need now, and if you have items to give at future swaps, great!

Do I need to get there when the doors open to get anything good? No! No need to rush the door when the swap opens. Thanks to this amazing community, we have lots and lots of fantastic items, too much to put out at once. We replenish the tables and racks throughout the swap, so there are new items cycled onto the displays throughout the day. PLUS, 'shopping' the swap after the early rush can be a bit more relaxing.

Can I drop off unsorted stuff? Yes! Drop off your surplus clothing and gear no matter how organized or disorganized! HY-Swap understands that parents may have great ambitions of organizing all surplus items, but who has time? HY-Swap volunteers will do it! We sort everything, so just drop off, guilt-free.

***What if I have BIG STUFF**, like high chairs, strollers and cribs? Drop off with the HY-Swap Team at the Hyattsville Municipal Building on April 7, 2-4 pm, or April 8, 9-9:45 am. Otherwise, email info@hy-swap.com to make other arrangements.

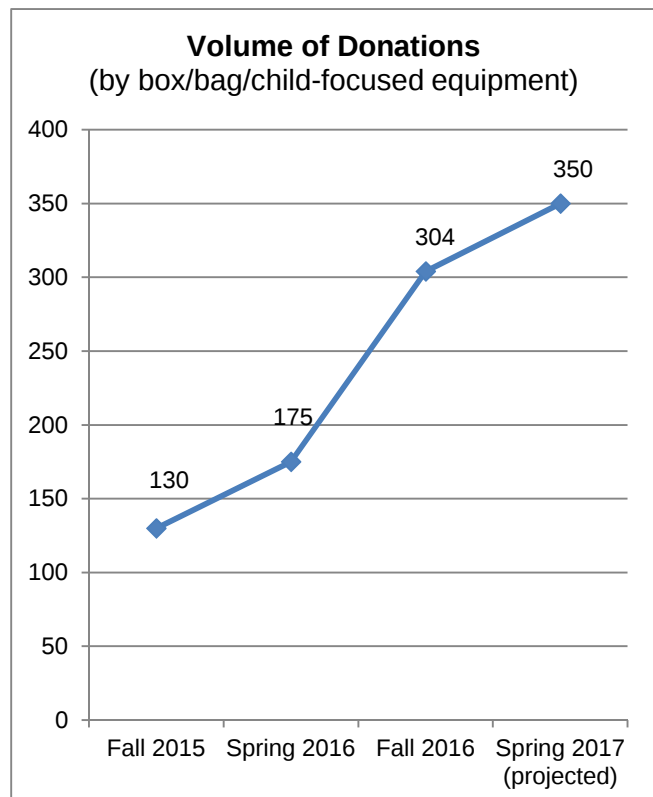
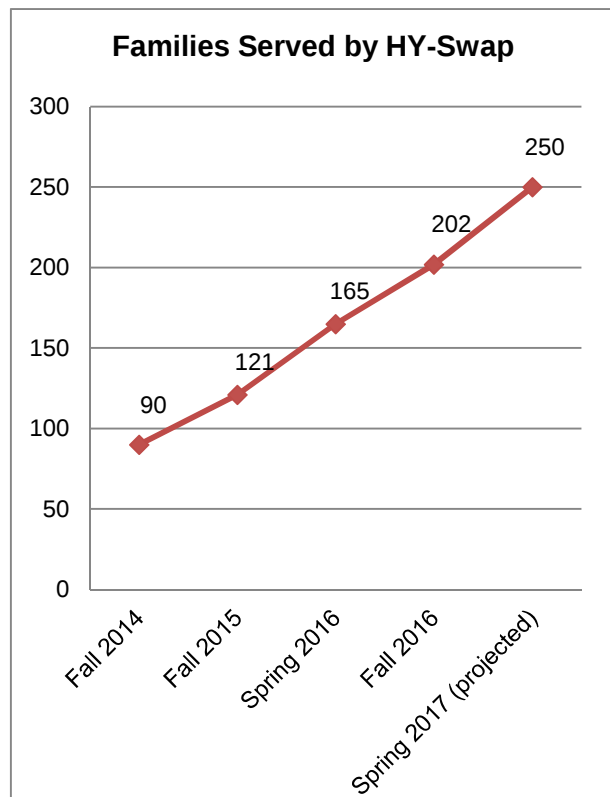
What HAPPENS with the SURPLUS stuff? HY-Swap donates to three different charities that provide services to families in need. Some off-season items are held for the next swap.

Can I HELP? YES! HY-Swap is an all-volunteer operation, so if you are interested in helping to sort, set-up, host, or breakdown, email hyswap@gmail.com. Benefits of volunteering include a lot of fun and camaraderie, plus an opportunity to pick a few items during sorting and shopping the preview reception.



HY-Swap by the Numbers

Event	Families Served	Volunteers	Volume of Material Donated to the Swap	Volume Contributed to Charities	Costs	Cash Donations
Fall 2014	90	10	<i>(loose data was kept on what was received/donated to the swap and contributed to charity in our first event)</i>		\$100	\$0
Fall 2015	121	24	130 boxes & bags: 100 boxes and bags of clothes, linens and shoes, plus an additional 30 boxes of toys, books, and gear, as well as large-sized items, such as strollers, car seats, swings, and cribs.	30 large bags of fall and winter clothes, linens, as well as 3 boxes of toys & books, 3 nursing pillows, 2 mattresses & misc. gear	\$328.89	\$140
Spring 2016	165	35	175 boxes & bags: 90 boxes and 45 bags of clothes and linens, 6 boxes of shoes; 34 boxes of toys, books and gear; 5 strollers; 2 breast pumps; and many odds and ends.	45 large bags of spring and summer clothing, linens, books, toys, nursing & feeding supplies.	\$515.19	\$199
Fall 2016	202	46	304 boxes & bags: 204 boxes and bags of clothes and linens, 14 boxes of shoes, 100 additional boxes of books, toys and gear, 10 breast pumps, 6 strollers, activity centers, 4 swings, several bouncers.	48 large bags of clothing, linens, books, toys, nursing & feeding supplies, plus 2 car seats, an activity center and 4 playmats.	\$758.68	\$634.25



HY-Swap Budget Analysis & Target

Fall '15		
Donations	Cash at the door	\$140
Costs	Supplies (boxes, bags, zip lock bags, zip tires, safety pins, hangers, paper, card stock)	\$178.89
	Lunch for volunteers	\$50
	Venue Cleaning Cost (Masonic Lodge)	\$100
	Total	\$328.89
Spring '16		
Donations	Cash at the door	\$199
Costs	Supplies (boxes, bags, zip lock bags, zip tires, safety pins, hangers, paper, card stock)	\$261.76
	Refreshments for Preview Reception	\$163.54
	Refreshments for volunteers for set-up, hosting & breakdown	\$90.00
	Total	\$515.19
Fall '16		
Donations	Cash at the door	\$634.15
Costs	Supplies (boxes, bags, zip lock bags, zip tires, safety pins, hangers, paper, card stock)	\$325.68
	Truck rental (1) to haul goods donations to the swap site	\$64.76
	Refreshments for Preview Reception	\$175.60
	Refreshments for volunteers for set-up, hosting & breakdown	\$120.64
	Web site hosting and domain name	\$72
	Total	\$758.68
Spring '17		
Anticipated Donations		\$500-\$650
Anticipated Costs	Packing Supplies (boxes, bags, zip bags, zip ties, safety pins, hangers, labels, etc.)	\$400
	Print supplies for flyers and signs	\$75
	Truck Rental (2) + gas to haul goods donations to the swap site	\$150
	Refreshments for Preview Reception	\$175
	Refreshments for volunteers for set-up, hosting & breakdown	\$125
	Web site hosting and domain name (annual)	\$75
	Total	\$1,000

***In addition to purchased supplies, volunteers offer found materials and collect boxes throughout the year. In-kind donations of supplies include packing supplies (boxes, bags, zip lock bags, zip ties, tape) and printing materials (paper, card stock, printer ink), as well as markers, labels, safety pins, and hangers. All serviceable supplies are stored and re-used for the next event.

Benefits of Partnership with the City of Hyattsville

HY-Swap's greatest assets are the team volunteers who make the event happen, trust from the community to receive donations, and ability to successfully organize a tremendous volume of donations and recycle them back in to the community.

HY-Swap's greatest needs are free or low-cost space to host the event and marketing to reach and engage all neighborhoods within Hyattsville.

HY-Swap's goal is to become a sustainable tradition within Hyattsville, cycling infant, children's, and maternity clothes, toys, and gear within the community and engaging families in a network of sharing and support.

HY-Swap has had solid growth since we started, and anticipate continued growth as we reach more neighborhoods in Hyattsville, but also anticipate that costs will level off. We established a \$1,000 event budget, and will solicit donations, as well as seek modest support from the City.

Partnership with the City will support several of our key needs to build capacity to meet our goal. In particular, City partnership offers

- preferential scheduling for City space (e.g. Multi-Purpose room in the Municipal Building);
- advertising and outreach across Hyattsville through the City's community announcements; and
- modest financial support to offset costs.



Hyattsville City Council Agenda Item Report

Meeting Date: March 20, 2017

Submitted by: Joseph Solomon, W5

Submitting Department: Legislative

Item Type: Budget

Agenda Section: Action Items (8:30 p.m. - 8:50 p.m.)

SUBJECT

Hyattsville Senior Nutrition Program Partnership (10 minutes)

Motion

154-03-FY17

Recommendation:

I move that the Mayor and Council authorize the City Administrator to negotiate and execute Memorandums of Understandings with College Park Meals on Wheels, Prince George's County Department of Family Services, and Prince George's Public Schools for the purposes of implementing a Senior Nutrition Program in the City. I further move that the Mayor and Council authorize FY18 funding for the program in an amount not to exceed \$25,000.

Sponsor(s):

Solomon

ATTACHMENTS

[Staff_Comments_on_Senior_Nutrition_Program_03-06-17.docx](#)

Summary Background:

In partnership with College Park Meals on Wheels, Prince George's County Department of Family Services' Nutrition Program, and Prince George's County Public Schools. The City of Hyattsville will offer a low-cost comprehensive senior meals program. The program will offer home delivered meal service for eligible seniors 3 days per week. Additionally, during the summer months of June, July, and August, the City of the Hyattsville will host 3 congregate site guest chef experiences at Felegy Elementary. Registration will be on a weekly first come, first served basis.

To be eligible for the Senior Meals Program, an individual must:

Be a City of Hyattsville resident

Be at least 60 years of age, or have a spouse that is 60 year of age and attends Senior Meals Program

Individuals seeking to participate in the Senior Meals Program must demonstrate qualification for the United States Department of Agriculture Supplemental Nutrition Assistance Program (SNAP) by either providing proof of current benefits or providing a signed affidavit that one would meet SNAP qualification

(<https://www.fns.usda.gov/snap/eligibility#Income>)

The Prince George's County Senior Nutrition Program's mission is to promote the meal program, nutrition education, as well as social, recreational, and educational opportunities for older adults. The Senior Nutrition Program has two components: The Home-Delivered and Congregate Meal programs. Each meal served meets at least one-third of the Recommended Dietary Allowances for older adults and follows the Dietary Guidelines for Americans. The Home-Delivered Meal program provides meals to homebound older adults within the community, with the intent of assisting the resident with remaining in their own home. A hot meal is delivered to the older adult's door five days a week. The Congregate Meal program serves hot nutritious meals to seniors in a congregate setting such as senior centers, religious facilities, senior housing and community centers. Congregate program participants may be provided transportation to the local nutrition sites and eligible seniors are able to take part in the lunch program and have access to recreational and educational programs

Since 1974, College Park Meals on Wheels has been providing regular, healthy meals for seniors in the northern Prince George's County, Maryland area.

They rely on volunteers to pack and deliver meals for the cities of College Park, Greenbelt, Beltsville, Berwyn Heights and Adelphi.

For \$5.00 per day, we provide a hot lunch, dinner, and a breakfast meal for the next morning.

Please see additional background information: AARP Report 2015: Food Security Among Older Adults at this link: http://www.aarp.org/content/dam/aarp/aarp_foundation/2015-PDFs/AF-Food-Insecurity-2015Update-Final-Report.pdf

Next Steps:

Council discussion.

Fiscal Impact:

\$25,000.00

City Administrator Comments:

See attached staff comments

Community Engagement:

Initial Council discussions in December 2016, January 2017, and March 6th Council Meetings.

Strategic Goals:

Goal 1: Availability of Information

Goal 4: Programming & Operations

Goal 5: Partnerships & Diversity

Legal Review Required?

N/A



Memo

To: Tracey Nicholson, City Administrator
From: Jake Rollow, Community Services Director
Date: March 6, 2017
Re: Senior Nutrition Program

This motion suggests two ways the City could participate in providing low-cost nutritious meals to seniors who live in the City of Hyattsville.

Partner Meals on Wheels College Park to provide home delivery in the City of Hyattsville

Meals on Wheels College Park is willing to deliver meals to seniors in the City of Hyattsville – they currently deliver them to nine residents. They offer numerous meal plans, the least expensive of which costs \$5 per day, for three days per week, and includes two cold meals and one hot meal per day.

Partner with Felegy Elementary to host congregate meals once per month during the summer

School facilities could be made available for this service, at a cost that PGCPs will not provide until a facility use application is submitted.

The County is willing to participate in such programming. They suggest hosting chef-prepared meals, which cost \$100, plus a \$4 “donation” per meal.

Costs to the City would also include transportation and staff time, but such events could be built into the senior services calendar and therefore not require funds in addition to current staffing/operation levels.



Hyattsville City Council Agenda Item Report

Meeting Date: March 20, 2017

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Appointment

Agenda Section: Action Items (8:30 p.m. - 8:50 p.m.)

SUBJECT

Hyattsville Ambassador Program (10 minutes)

Motion

155-03-FY17

Recommendation:

I move that the Mayor and Council appoint Mary Ann Dillon, Ann Barrett and Erica Riggio to serve as Hyattsville Ambassadors for a term of two (2) years to expire on May 1, 2019.

Sponsor(s):

At the Request of the City Administrator

ATTACHMENTS

[Memo - Ambassador Program Appointments.docx](#)

[Hyattsville Ambassador Program Presentation FINAL.pdf](#)

[Ambassador Program - Candidate Packet.pdf](#)

Summary Background:

The approved FY-2017 Department of Community & Economic Development budget includes the establishment of the inaugural Hyattsville Ambassador's program. This is a volunteer program designed to engage community leaders, business and property owners to highlighting the advantages of Hyattsville as a business opportunity or a place to live and work.

The program provides Hyattsville Ambassadors with a platform to speak on behalf of the City with peers who have an understanding of their interests. The program is intended to supplement the City's business recruitment, retention and expansion (BRE) efforts.

Next Steps:

The Council appoints Mary Ann Dillon, Ann Barrett and Erica Riggio to serve as Hyattsville Ambassadors for a term of two (2) years to expire on May 1, 2019." Candidates will then participate in an orientation session and will be assigned to specific efforts based on their availability and field of expertise.

Fiscal Impact:

None

City Administrator Comments:

Recommend Approval. Each candidate brings unique skills, qualifications and a background ideally suited to represent the City of Hyattsville.

Community Engagement:

The program is intended to supplement the City's business recruitment, retention and expansion (BRE) efforts.

Strategic Goals:

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

Action 5.1 – Create opportunities for community stakeholder networking by developing diverse recreation programs and events accessible and inclusive to all

Action 5.2 – Support volunteerism and encourage the creative arts within the community

Legal Review Required?

N/A



Memo

To: Mayor and Council
CC: Tracey Nicholson, City Administrator
From: Jim Chandler, Assistant City Administrator, Director, Com. & Econ. Development
Date: March 9, 2017
Re: Inaugural Hyattsville Ambassador's Program

The purpose of this memorandum is to provide the City Council with a summary of the Inaugural Hyattsville Ambassador's program and recommended candidates for appointment.

Program Background

As part of the action items included in the FY2017 Department of Community & Economic Development budget is the establishment of the inaugural Hyattsville Ambassador's program, a volunteer effort envisioned as a conduit for the City to formally engage community leaders, business and property owners for the purpose of highlighting the advantages of investing in Hyattsville.

The program provides Hyattsville Ambassadors with a platform to speak on behalf of the City with peers who have a better understanding of their interests. The program is intended to supplement the City's business recruitment, retention and expansion (BRE) efforts.

Why is this type of BRE approach effective for Hyattsville?

- Disarm the private sector's traditional perception often seen as, "*We are from the government, we are here to help*";
- Peers will be perceived as more relatable with common interests

- Peers will have more specialized industry knowledge
- By allowing community partners to make the first impression, we are fostering a more comfortable environment for potential investors;
- Greater sense of ownership over economic direction of the City
- Creates avenue for dialogue between the City and business community;
- More cost-effective way of engaging in business retention, recruitment and expansion (BRE) for a Hyattsville-sized City.

What will be expected of those appointed to serve as Hyattsville Ambassador's?

- Ambassadors will participate in local social media campaigns, an annual placemaking event highlighting the community, participate in Hyattsville focused speaking engagements or conferences and other events that highlight the City of Hyattsville.
- The program is likely to be augmented as we feel our way through the inaugural session and
- Three to four candidates will be appointed annually and will serve a 2-year term, which will provide for overlap of experienced and newly appointed Ambassadors.

What characteristics are we looking for in Ambassador Candidates?

- Friendly, Approachable & Engaging
- Knowledgeable and passionate about the Hyattsville community
- Informed of local programs & opportunities
- Committed to strengthening Hyattsville's business climate

2017 Hyattsville Ambassador Candidates

In December 2016 the City sent an invitation and application to potential Hyattsville Ambassador Candidates. Through the month of January, the Director communicated regularly with these individuals to clarify questions they had regarding the intent of the program, time commitments and the specific roles they believed best played to their individual strengths.

Applications and background materials for three (3) candidates were received by the City by January 31, 2017 and have been reviewed by Staff. The Director is recommending the following individuals be appointed to serve as members of the City's Inaugural Hyattsville Ambassador's program:

- Mary Ann Dillon
 - o Ms. Dillon is the Executive Director of Housing Initiative Partnership, Inc. (HIP). Based in Prince George's County, HIP is an innovative green non-profit housing developer and counseling agency dedicated to

revitalizing neighborhoods. Ms. Dillon is President of the Housing Association of Nonprofit Developers (HAND) and has over 28 years of experience managing affordable housing development.

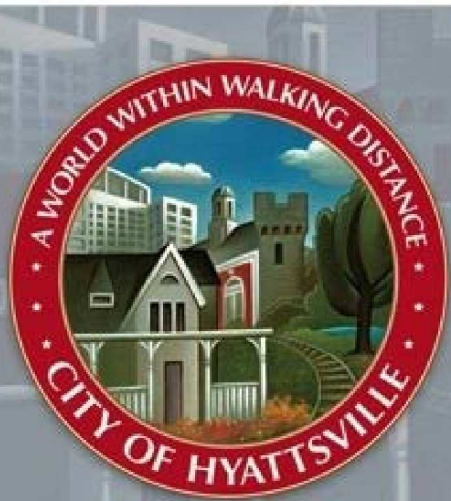
- Ann Barrett
 - o Ms. Barrett is a small business owner of a local branch of Long & Foster Real Estate Inc. Since 2002, Ms. Barrett has served as a trusted advisor to her clients, many of whom have purchased homes in the Hyattsville community. In her time with Long & Foster, Ms. Barrett has been recognized as a Member of the Chairman's Club and Top Individual Sales Agent (2009-2015). Ms. Barrett also previously was the Manager of Membership Department & Board of Directors Liaison for the International Association of Convention & Visitor Bureaus. In addition to her professional career, Ms. Barrett served as a volunteer on the Board of the Hyattsville Preservation Association from 2008-2016.
- Erica Riggio
 - o Co-Owner, of local Hyattsville small business Green Owl Design, an Interior Design firm specializing in boutique to mid-size commercial interiors and select residential spaces.. Ms. Riggio earned her Masters of Fine Arts in Interior Design from The George Washington University. She also attended Maryland Institute College of Art in Baltimore and received a certificate in Architectural and Interior Design studies. Ms. Riggio has traveled across the world to study art, art history, architecture, and interior design. She recently taught within the design department at Montgomery College and, currently, teaches at George Washington University as an adjunct professor in the Interior Architecture and Design Program.

A resume and personal statement for each of these three candidates is attached.

Recommendation

Each of these candidates is outstanding and brings with them a unique skill set, is personable and possesses a professional background ideal to the characteristics sought to perform the duties of an ambassador for the City of Hyattsville. The Director is recommending the City Council consider the following action.

"I move that the Mayor and Council appoint Mary Ann Dillon, Ann Barrett and Erica Riggio to serve as Hyattsville Ambassadors for a term of two (2) years to expire on May 1, 2019."



CITY OF HYATTSVILLE

Hyattsville Ambassador Program

Department of Community and Economic Development

Program Goals

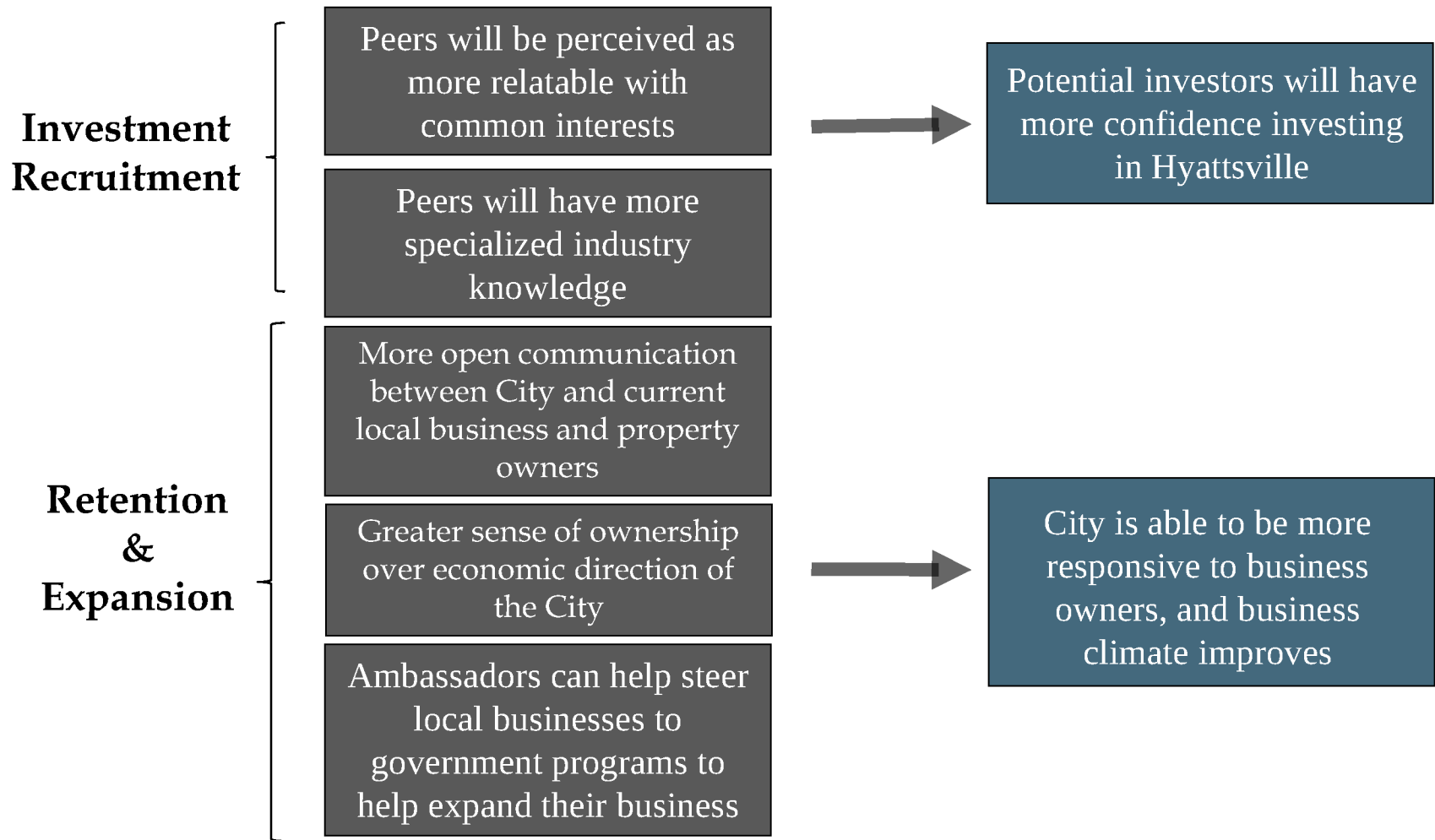
Hyattsville Ambassadors will partner the City with charismatic community leaders, business and commercial property owners in the community to highlight the advantages of doing business in Hyattsville.

The program provides Hyattsville Ambassadors with a platform to speak on behalf of the City with peers that possess a better understanding of their interests.

The program's purpose is to supplement the City's business recruitment, retention and expansion efforts.



Program Designed to Produce Results



Direct Benefits of the Program

- Disarm the private sector's traditional perception often seen as, *"We are from the government, we are here to help"*
- By allowing the private sector and community partners to make the first impression, we are fostering a more comfortable environment for potential investors
- Creates avenue for dialogue between the City and business community
- More cost-effective way of engaging in business retention, recruitment and expansion (BRE) for a Hyattsville-sized City



One Program, Three Parts

Hyattsville Ambassador Program

Digital Presence

- Tweet/post original content that promotes Hyattsville
- Tweet/post using a common hashtag to create a unified voice

Recruitment and Touring Effort

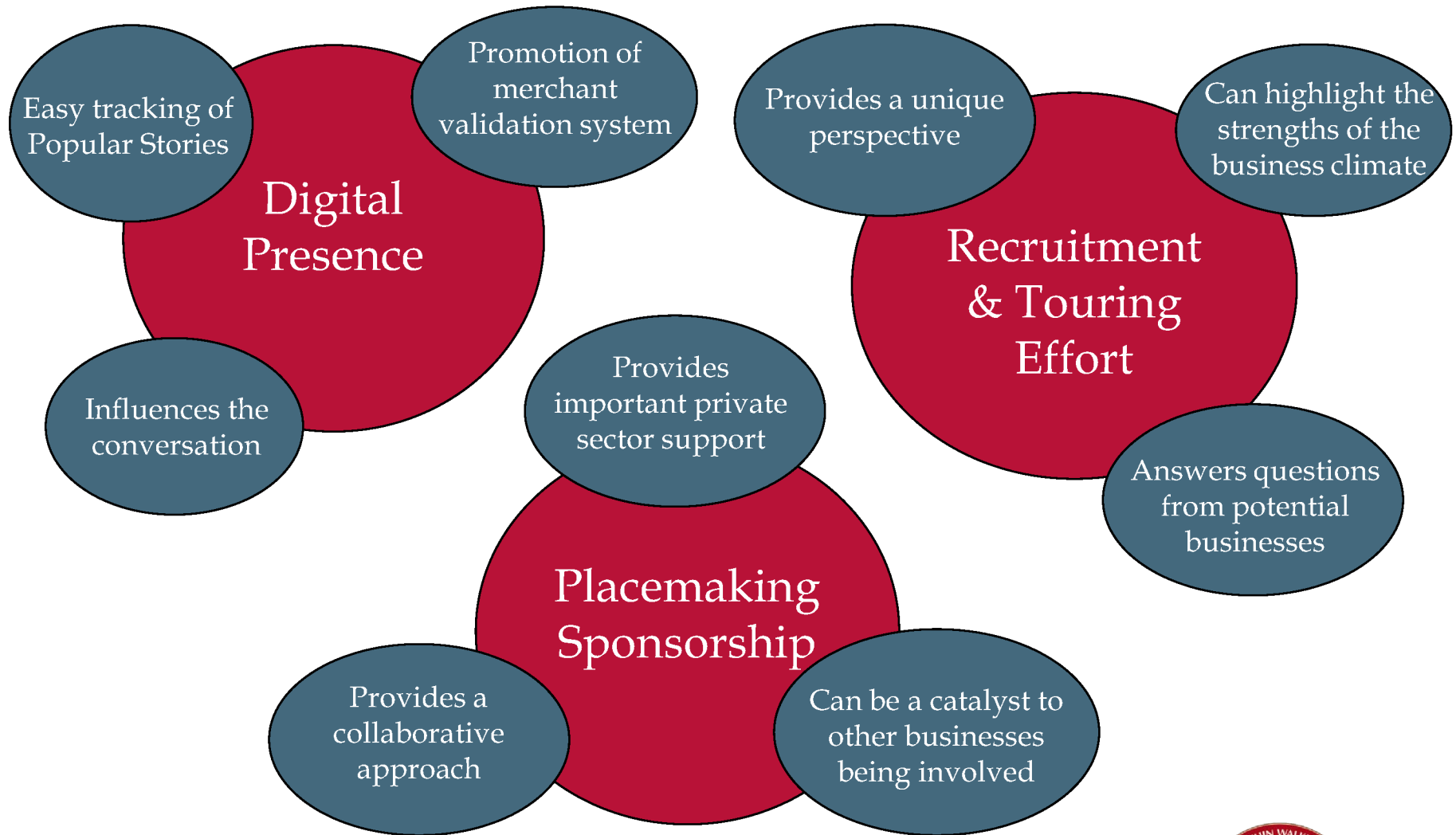
- Provide tours to interested businesses
- Meet with potential businesses to answer questions
- Refer leads to City staff
- Represent the City at conferences

Placemaking Sponsorship

- Attend placemaking events
- Host placemaking Events
- Develop placemaking ideas



One Program, Three Parts



Characteristics of a Successful Ambassador

- Friendly, Approachable & Engaging
- Knowledgeable and passionate about the Hyattsville community
- Informed of local programs & opportunities
- Committed to strengthening Hyattsville's business climate



Expectations of Participants

- Attend a Program Orientation
- Attendance at quarterly meetings
- Actively engaged in promoting the City through Social Media
 - Rewards will be provided to most active participants:
Parking promotional codes, swag,
- Participate in 1 tour/meeting with a potential City business owner, developer, or investor per year
- Participate in 1 placemaking event per year
- Participate at a local conference/ relevant speaking engagement per year



Questions?

Jim Chandler

Assistant City Administrator

Director, Community & Economic Development

City of Hyattsville, Maryland

jchandler@hyattsville.org

301.985.5013



Candace B. Hollingsworth
Mayor



Tracey E. Nicholson
City Administrator

City of Hyattsville Ambassador Program Application

NAME: Maryann Dillon

EMAIL: mdillon@hiphomes.org PHONE #: 301-985-1252

ORGANIZATION: Housing Initiative Partnership, Inc.

PREFERRED AVAILABILITY:

SEASON	SPRING/SUMMER		SUMMER/FALL		FALL/WINTER	
TIME OF DAY	MORNING		AFTERNOON		EVENING	
DAY	WEEKDAY		WEEKEND			

PUBLIC SPEAKING PREFERENCE:

(1 = Won't do it; 2 = Would do it if need be; 3 = Reasonably comfortable doing it; 4 = I enjoy public speaking; 5 = I was born to do public speaking):

PUBLIC SPEAKING ENGAGEMENT TYPE	4
ONE-ON-ONE	4
SMALL GROUP (less than 10 people)	4
LARGE GROUP (greater than 10 people)	4

Signature: Maryann Dillon

Please attach a one-page bio as well as a 250 word personal statement on why you would make a strong ambassador for the City of Hyattsville. A photo will be requested for accepted applicants. **Application and materials must be submitted, either by mail or email, by 4:00 PM on Tuesday, January 31, 2016.**

CONTACT INFORMATION:

Jim Chandler
Assistant City Administrator
Director, Community & Economic Development
City of Hyattsville
4310 Gallatin Street, Hyattsville, MD 20781
301-985-5013, jchandler@hyattsville.org



Housing Initiative Partnership

Maryann Dillon is the Executive Director of Housing Initiative Partnership, Inc. (HIP), an innovative, green nonprofit housing developer and counseling agency based in Prince George's County and dedicated to revitalizing neighborhoods. Ms. Dillon has 28 years of experience managing affordable housing development and is responsible for the overall programs and direction of HIP. Ms. Dillon joined HIP on October 15, 2012.

Prior to that she held positions as Director of Real Estate Development at the Housing Opportunities Commission of Montgomery County and as Senior Vice President at Banc of America Community Development Corporation. She has managed over \$315 million in development activity during her career. She has extensive experience using multifamily financing tools including Low Income Housing Tax Credits, tax-exempt bonds, and federal funds such as HOME and CDBG.

Ms. Dillon is President of the Housing Association of Nonprofit Developers (HAND). Ms. Dillon has an M.B.A. from Yale School of Management and a Masters of Public Administration through National Urban Fellows and Baruch College.

Maryann Dillon

City of Hyattsville

Ambassador Program Application

Personal Statement

I serve as Executive Director of Housing Initiative Partnership, Inc. which has been based in Hyattsville since its founding in 1988.

Housing Initiative Partnership, Inc. (HIP) is an **innovative**, green nonprofit housing developer and counseling agency based in Prince George's County, Maryland dedicated to **revitalizing** neighborhoods. HIP creates housing and economic **security** for low- and moderate-income households and provides services that improve the quality of life in the **communities** we serve.

HIP has been a pioneer of green building, constructing the first green roof in Prince George's County at its 12-unit Mount Rainier Artist Apartments in 2003. In 2008, HIP completed the 44-unit Renaissance Square Artist Apartments which provides quality homes affordable to low- and very low-income artists. We believe this property was a catalyst for other high quality development in the Arts District of Hyattsville and that it defies the stereotype of what affordable housing is.

As Executive Director, I can speak to the importance of neighborhood revitalization and the role that high quality rental and homeownership opportunities play in a healthy neighborhood. I would welcome the opportunity to give tours of Renaissance Square to help people understand what quality affordable housing looks like and to garner support for other similar developments.

I am not a resident of Hyattsville or Prince George's County.

Candace B. Hollingsworth
Mayor



Tracey E. Nicholson
City Administrator

City of Hyattsville Ambassador Program Application

NAME: Ann Barrett

EMAIL: ann.barrett@longandfoster.com PHONE #: 240.938.6060

ORGANIZATION: Long and Foster Real Estate Inc.

PREFERRED AVAILABILITY:

SEASON	SPRING/SUMMER		SUMMER/FALL	X	FALL/WINTER	X
TIME OF DAY	MORNING	X	AFTERNOON	X	EVENING	X
DAY	WEEKDAY	X	WEEKEND			

PUBLIC SPEAKING PREFERENCE:

(1 = Won't do it; 2 = Would do it if need be; 3 = Reasonably comfortable doing it; 4 = I enjoy public speaking; 5 = I was born to do public speaking):

PUBLIC SPEAKING ENGAGEMENT TYPE	
ONE-ON-ONE	X
SMALL GROUP (less than 10 people)	X
LARGE GROUP (greater than 10 people)	

Signature:  *Ann Barrett*
2/23/2017 3:17:06 PM EST

Please attach a one-page bio as well as a 250 word personal statement on why you would make a strong ambassador for the City of Hyattsville. A photo will be requested for accepted applicants. **Application and materials must be submitted, either by mail or email, by 4:00 PM on Tuesday, January 31, 2016.**

CONTACT INFORMATION:

Jim Chandler
Assistant City Administrator
Director, Community & Economic Development
City of Hyattsville
4310 Gallatin Street, Hyattsville, MD 20781
301-985-5013, jchandler@hyattsville.org

Candace B. Hollingsworth
Mayor



Tracey E. Nicholson
City Administrator

City of Hyattsville Ambassador Program Application

NAME: Ann Barrett

EMAIL: ann.barrett@longandfoster.com PHONE #: 240.938.6060

ORGANIZATION: Long and Foster Real Estate Inc.

PREFERRED AVAILABILITY:

SEASON	SPRING/SUMMER		SUMMER/FALL	X	FALL/WINTER	X
TIME OF DAY	MORNING	X	AFTERNOON	X	EVENING	X
DAY	WEEKDAY	X	WEEKEND			

PUBLIC SPEAKING PREFERENCE:

(1 = Won't do it; 2 = Would do it if need be; 3 = Reasonably comfortable doing it; 4 = I enjoy public speaking; 5 = I was born to do public speaking):

PUBLIC SPEAKING ENGAGEMENT TYPE	
ONE-ON-ONE	X
SMALL GROUP (less than 10 people)	X
LARGE GROUP (greater than 10 people)	

Signature:  *Ann Barrett*
2/23/2017 3:17:06 PM EST

Please attach a one-page bio as well as a 250 word personal statement on why you would make a strong ambassador for the City of Hyattsville. A photo will be requested for accepted applicants. **Application and materials must be submitted, either by mail or email, by 4:00 PM on Tuesday, January 31, 2016.**

CONTACT INFORMATION:

Jim Chandler
Assistant City Administrator
Director, Community & Economic Development
City of Hyattsville
4310 Gallatin Street, Hyattsville, MD 20781
301-985-5013, jchandler@hyattsville.org

I spend my days being an enthusiastic cheerleader for the City of Hyattsville. Always spouting about how much I love Hyattsville in my social media and marketing. Telling each prospective buyer about the people and organizations here in Hyattsville that make it so special: Nurturing Moms, Aging in Place, Environment, Horticulture and Preservation to name a few. Sharing with people to try out Shortcake Bakery or Franklin's, or stop in at Vigilante for a coffee or to go buy a gift at Tanglewood Works or Fleischer's.

I was a proud sponsor of the first annual Hyattsville Elementary School Zombie Run. I am a big supporter of the construction going on outside my front door – we can't wait to welcome Artworks Now & Pizzeria Paradiso.

I love our vintage charm, classic architecture and fabulous tree canopy. I feel I have a unique insight into how this City was built – house by house and truly from the basement up. I might be in the running for being in more basements in Hyattsville than anyone. I love to see them as it tells so much about the property and its history.

I am proud that I run my own business. I run a woman-owned, small business residing in the City of Hyattsville and focused upon it and our neighboring communities. Hyattsville is my home and I love it here.

I have spent the last 8 or so years on the board of the Hyattsville Preservation Association and left that post this past summer. I have been looking to find a way to further volunteer for our wonderful city and I hope you will choose me to be a Hyattsville Ambassador.

Ann Barrett
4200 Crittenden Street
Hyattsville, MD 20781
Ann.barrett@LNF.com
<http://ANNBARRETT.LNF.COM>
240-938-6060

Candace B. Hollingsworth
Mayor



Tracey E. Nicholson
City Administrator

City of Hyattsville Ambassador Program Application

NAME: ERICA RIGGIO
EMAIL: ERICA@GREENOWLDESIGNERS.COM PHONE #: 202 446 7373

ORGANIZATION: _____

PREFERRED AVAILABILITY:

SEASON	<u>SPRING/SUMMER</u>	<u>SUMMER/FALL</u>	FALL/WINTER	
TIME OF DAY	MORNING	<u>AFTERNOON</u>	<u>EVENING</u>	
DAY	<u>WEEKDAY</u>	WEEKEND		

PUBLIC SPEAKING PREFERENCE:

(1 = Won't do it; 2 = Would do it if need be; 3 = Reasonably comfortable doing it; 4 = I enjoy public speaking; 5 = I was born to do public speaking):

PUBLIC SPEAKING ENGAGEMENT TYPE	<u>OK</u>
ONE-ON-ONE	<u>OK</u>
SMALL GROUP (less than 10 people)	<u>OK</u>
LARGE GROUP (greater than 10 people)	<u>OK</u>

Signature: Erica Riggio

Please attach a one-page bio as well as a 250 word personal statement on why you would make a strong ambassador for the City of Hyattsville. A photo will be requested for accepted applicants. Application and materials must be submitted, either by mail or email, by 4:00 PM on Tuesday, January 31, 2016.

CONTACT INFORMATION:

Jim Chandler
Assistant City Administrator
Director, Community & Economic Development
City of Hyattsville
4310 Gallatin Street, Hyattsville, MD 20781
301-985-5013, jchandler@hyattsville.org

Erica Riggio

co-founder | green owl design | design firm + boutique

COMPANY PROFILE + PROFESSIONAL BIO

Green Owl Design is an Interior Design firm specializing in boutique to mid-size commercial interiors and select residential spaces. We strive to create conceptually driven designs that exceed client expectations regardless of project size. We understand budgets, construction, and timelines. We approach design academically and practically. We implement avant-garde strategies to break the design mold. We push limits. We source local. We create local. We never emulate, we just create.

Our design studio, firm, and boutique are located in the Hyattsville Arts District. We take pride in giving back to our community by exhibiting and promoting local artist works in all mediums in our boutique and via design projects. The boutique carries hand-made artisan goods from over 40 local artists. We are passionate about curating a boutique within Hyattsville that offers residents and visitors a unique shopping experience.

Erica Riggio believes that good design should be accessible to all. No project is too small or too basic. Good design should be incorporated into every phase of life, functioning as the cornerstone for a quality existence. She believes that the canvas on which we create our spaces must be respected. Winston Churchill said it best when he remarked, “We shape our spaces; thereafter they shape us.” These underlying principles and beliefs provide the conceptual framework that guides her creative process. Texturally rich, neutral backdrops create the canvas on which Ms. Riggio's designs begin while infusion of rich accents and sensible patterns combine to create distinctive spaces.

Riggio earned her Masters of Fine Arts in Interior Design from The George Washington University. She also attended Maryland Institute College of Art in Baltimore and received a certificate in Architectural and Interior Design studies. Riggio has traveled across the world to study art, art history, architecture, and interior design. She recently taught within the design department at Montgomery College and, currently, teaches at George Washington University as an adjunct professor in the Interior Architecture and Design Program.

Erica Riggio

personal statement | ambassador program

As a resident and business owner of Hyattsville, I spend the majority of my time in this city. The diversity of the residents, accessible location, architectural character of the homes, and overall sense of community is what drew me to Hyattsville over a decade ago. I've always been entrepreneurial in spirit and in practice. There is much potential for Hyattsville in terms of economic growth, developing a strong sense of place, and creating a cohesive landscape. I've always worked to be involved in efforts to elevate my city, and I think the idea of an Ambassador Program is a smart and important initiative.

As a trained Designer, I think about the aesthetics of this city and how to improve upon the existing streetscape. As a business owner, I think about the local economy, diversity of businesses moving into the city, walkability of the retail areas, and overall amenities and services available. I am passionate and vocal about my city and always working to educate and inform others about everything great that Hyattsville has to offer as a place to call home or a place to situate your business. There is so much potential within this city.

It is important for the City of Hyattsville to remain diverse in terms of population, economy, business, and amenities. If we can retain what makes us unique, build upon what makes us great, and focus on smart future growth, we can positively enhance our city.

I am optimistic about our future and this program. Thank you for your nomination; I am honored.



Hyattsville City Council Agenda Item Report

Meeting Date: March 20, 2017

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Ordinance

Agenda Section: Discussion Items (8:50 p.m. - 9:35 p.m.)

SUBJECT

Revisions to Ordinances for Temporary Structures & Enclosures: § 65-8, § 65-23.1 and § 65-27 (15 minutes)

Motion

Discussion Only

Recommendation:

Sponsor(s):

At the Request of the City Administrator

ATTACHMENTS

[Memo - Temporary Unenclosed Storage Ordinances.docx](#)

[Section 65-8 Temporary Storage Unit January 5 2017 \(1\).docx](#)

[65-23.1 Revised 3.16.17.docx](#)

[Code Committee Minutesr - Jan17_Aproved.doc](#)

Summary Background:

In April 2016, the Staff presented to Council proposed ordinances intended to regulate the use of temporary storage containers and other similar temporary non-structural containers.

In response to the City Council's concerns, Staff has worked with the City Attorney to amend the proposed ordinances to reflect the comments of the City Council and Code Committee. The revised language was initially drafted by former City Attorney Richard Colaresi and reviewed and adopted by the Code Committee in November 2016. Minor editorial revisions were incorporated by City Attorney Skip Cornbrooks and adopted by the Code Committee in January 2017.

Next Steps:

The proposed ordinances will be scheduled introduced for adoption at the discretion of the City Council.

Fiscal Impact:

N/A

City Administrator Comments:

It is Staff's opinion that the proposed revisions address the previously stated concerns of the City Council.

Community Engagement:

The drafted ordinances were discussed and adopted with support from the Code Committee in November 2016 and January 2017.

Strategic Goals:

Goal 3: Promote a Safe and Vibrant Community

Action 3.3 – Provide effective, responsive, data-driven public safety and property standard services

Legal Review Required?

Complete



Memo

To: Mayor and Council

From: Jim Chandler, Assistant CA, Director, Community & Economic Development

CC: Tracey Nicholson, City Administrator
Chris Giunta, Manager, Code & Parking Compliance
Lesley Riddle, Director, Public Works

Date: March 16, 2017

Re: Creation of Chapter 65-8 and Revisions to Chapters 65-23.1 and 65-27

On May 2, 2016, Staff briefed the City Council regarding the use of temporary storage containers and a recommendation for the adoption of §65-8, and revisions to Chapters 65-23.1 and 65-27, ordinances proposed to define and create a procedure for the local regulation of temporary containers. At the direction of the City Council, the ordinances were revised by the City Attorney to address concerns raised by the Council.

Summary

In recent years the use of temporary storage containers and other similar temporary non-structural containers have become increasingly popular due in part to convenience, security and allows for individuals to pack items over an extended period of time than traditional methods of moving. Containers may be made of different materials, including wood, aluminum and steel. Some containers have raised floors or skids to prevent goods from water in the event of heavy rain and/or flooding.

As previously discussed with the City Council, the City has received a noticeable increase in the number of inquiries and/or complaints regarding the misuse of temporary storage containers and outdoor unenclosed storage. It is Staff's professional opinion that the City Code does not include actionable language to adequately address these issues.

When this item was presented and discussed at the meeting on May 2, 2016, there were several concerns raised by the City Council, specifically the size and definition of temporary storage containers. The ordinances have been revised by City Attorney Skip Cornbrooks and include the following updates included in BOLD in the attached ordinances:

§ 65-8. Temporary Storage Units. (ALL NEW)

- Temporary Storage Unit (commonly known as PODS) shall mean a transportable unit with a length (or width) of more than six (6) feet, designed and used primarily for temporary storage of building materials (before they are utilized for building purposes), household goods and other such materials for use on a limited basis. Such a temporary storage unit shall not be considered an accessory structure.
- Prior to the initial delivery of a temporary storage unit any applicant or the supplier shall apply for a permit to the City.
 - o If the unit is to be placed on private property, the permit must be approved by Code Compliance of the City.
 - o If the unit is to be placed in the public right of way, the permit must be approved by the City's Department of Public Works.
- The fee for such permit shall be set by the City Administrator or the City Administrator's designee and shall not exceed twenty-five dollars (\$25) for each temporary storage unit. Any permit extension shall be subject to an additional fee not exceeding twenty-five dollars (\$25) per temporary storage unit, per each such extension.
- A permit shall be issued for no more than thirty (30) calendar days for temporary storage units placed on public rights of way. The permit may be extended for an additional thirty (30) days provided the applicant demonstrates to the reasonable satisfaction of the City that an extension is necessary and the unit does not adversely impact public health, safety and welfare and complies with all applicable legal requirements.
- A permit shall be issued for no more than ninety (90) calendar days for temporary storage units placed private property. The permit may be extended for an additional ninety (90) days provided the applicant demonstrates to the reasonable satisfaction of the City that an extension is necessary and the unit does not adversely impact public health, safety and welfare and complies with all applicable legal requirements.
- Violation of any provision of this section shall be a municipal infraction with a fine of fifty dollars (\$50.00) per each day that a violation exists.

§ 65-23.1 Outdoor Storage Regulation

- It shall be unlawful on any property in the City to store junked vehicles (as defined by § 113-1 or items not intended for outdoor use in open space, unenclosed space or temporary construct.

- Temporary construction includes, but is not limited to any structure made of fabric, soft materials, plastic, flexible sheeting or any other structure not built to Building Code or Utility Code of the City or Prince George's County.
- Temporary Storage does not include a temporary storage unit as defined in Section 65-8.

§ 65-27 Violations and penalties

- Each day that a violation exists will be a separate offense.

Code Committee Review

The Hyattsville Code Committee reviewed proposed ordinances § 65-8, § 65-23.1 and § 65-27 at its January 11, 2017 meeting. The Committee voted unanimously in support of the proposed ordinances, the minutes of which were adopted at the Committee's meeting on March 15, 2017. The City Attorney has since made a minor revisions to the § 65-8, replacing 'storage' of vehicles with a definition of Junked under existing § 113-1B(1).

Recommendation

Staff is recommending the City Council consider the adoption of the proposed ordinances as drafted.

**CITY OF HYATTSVILLE
ORDINANCE 2017-0__**

An Ordinance whereby the City regulates the placement in the City of temporary storage units (commonly called PODS) to comply with health, safety and aesthetic objectives.

WHEREAS, Maryland Code Annotated, Local Government Article, Section 5-202, grants to municipal corporations of the State of Maryland, including the City of Hyattsville, the power to protect the health, comfort and convenience of their citizens; and

WHEREAS, the Mayor and City Council deem it in the best interests of its citizens and their safety and the protection of property values to regulate the placement of temporary storage units (commonly called PODS) by creating a permit process and regulating the amount of time such temporary storage units will be on the property or on the public right of way;

NOW THEREFORE, BE IT ORDAINED, by the City Council of the City of Hyattsville in regular session assembled that section 65-8 be added to the City Code to read as follows:

§ 65-8. Temporary Storage Units. (ALL NEW)

A. Definition.

Temporary Storage Unit (commonly known as PODS) shall mean a transportable unit with a length (or width) of more than six (6) feet, designed and used primarily for temporary storage of building materials (before they are utilized for building purposes), household goods and other such materials for use on a limited basis. Such a temporary storage unit shall not be considered an accessory structure.

B. Permit Requirements.

Prior to the initial delivery of a temporary storage unit any applicant or the supplier shall apply for a permit to the City.

- (1) If the unit is to be placed on private property, the permit must be approved by Code Compliance of the City.
- (2) If the unit is to be placed in the public right of way, the permit must be approved by the City's Department of Public Works.
- (3) The application shall include:

- (a) The names, addresses and telephone numbers of the owner(s) or person(s) in control of the property on or at which the unit is to be placed;
 - (b) The names, addresses and telephone numbers of the individual or company which owns the unit;
 - (c) A copy of an accurate diagram of the property must accompany the application; and
 - (d) Any other information the permitting authority may require to determine full compliance with applicable ordinances.
- (4) The fee for such permit shall be set by the City Administrator or the City Administrator's designee and shall not exceed twenty-five dollars (\$25) for each temporary storage unit. Any permit extension shall be subject to an additional fee not exceeding twenty-five dollars (\$25) per temporary storage unit, per each such extension.

C. Site requirements.

- (1) If the unit is to be located on private property, it shall be placed on the driveway or on a prepared surface. If access exists to a side or rear yard, the unit shall if feasible be placed in the side or rear yard.
- (2) If the unit is to be located in a public right of way, it shall not obstruct traffic, be in any way a danger to the public, or obstruct the vision of those on the public right of way.

D. Enforcement.

- (1) It shall be unlawful for any person or entity to place or permit the placement of a temporary storage unit without obtaining a permit from the City as provided above.
- (2) A permit shall be issued for no more than thirty (30) calendar days for temporary storage units placed on public rights of way. The permit may be extended for an additional thirty (30) days provided the applicant demonstrates to the reasonable satisfaction of the City that an extension is necessary and the unit does not adversely impact public health, safety and welfare and complies with all applicable legal requirements.
- (3) A permit shall be issued for no more than ninety (90) calendar days for temporary storage units placed private property. The permit may be extended for an additional ninety (90) days provided the applicant demonstrates to the reasonable satisfaction of

the City that an extension is necessary and the unit does not adversely impact public health, safety and welfare and complies with all applicable legal requirements.

- (4) The City may set such other conditions on the permit or renewal thereof as circumstances require for the common good.
- (5) The applicant shall be responsible for ensuring that the temporary storage unit is maintained in good condition, is free from evidence of deterioration, weathering, discoloration, graffiti, rust, ripping, tearing or other holes or breaks, at all times.
- (6) No temporary storage unit shall be used to store solid waste, construction debris, demolition debris, recyclable materials, business inventory, commercial goods, goods for property other than at the property where the temporary storage unit is located, or any other illegal or hazardous material. Upon reasonable notice to the applicant the City may inspect the contents of any temporary storage unit at any reasonable time to ensure that it is not being used to store said materials.
- (7) The City may at any time cancel a permit by issuing a written order, if the City determines that the presence of the temporary storage unit constitutes a hazard or a detriment to the public.
- (8) Violation of any provision of this section shall be a municipal infraction with a fine of fifty dollars (\$50.00) per each day that a violation exists.

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 twenty (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 _____, 2017.

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

Adopted: _____

Attest: _____

Mayor

[] indicate deletions

CAPS/**BOLD** indicate additions

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

CITY OF HYATTSVILLE
ORDINANCE 2017-0__

An Ordinance whereby the City Council prohibits ~~in residential areas~~ the use of temporary structures or tents for storage or to accumulate items intended for outdoor use or other use in quantities exceeding ordinary residential use and regulates the presence of temporary storage units.

WHEREAS, Maryland Annotated Code, the Local Government Article, Section 5-202 grants to municipal corporations of the State of Maryland, including the City of Hyattsville, the power to protect the health, comfort and convenience of their citizens; and

WHEREAS, the Mayor and City Council deem it in the best interest of its citizens and their safety to prohibit the storage of outdoor equipment, including cars, in temporary structures.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Hyattsville in regular session assembled that Sections 65-23.1 and 65-27 of the Hyattsville Code are hereby amended to read as follows:

ARTICLE V

Sanitary Conditions ~~for Dwellings~~ for Property

§ 65-23.1. Outdoor ~~unenclosed~~ storage REGULATION ~~prohibited~~. [Added 12-16-85 by HB No. 6-85]

A. It shall be unlawful for any property owner or tenant to utilize, or allow to be utilized, unenclosed porches, decks, patios, carports, gazebos, garages, sheds or other exterior appurtenances of any ~~dwelling~~ structure for the storage of items, including but not limited to the following: fiber or paper products; building supplies and materials; flammable material, such as paints and solvents; motor vehicle parts and accessories; appliances; and household furnishings, when such storage would be dangerous to human health, safety or well-being. Any space used for the storage of such items which is not fully enclosed and sealed from the elements and does not have properly fitted, closeable doors, if doors are installed, shall be deemed to be unenclosed for the purposes of this section.

B. IT SHALL BE UNLAWFUL ON ANY PROPERTY ~~ZONED FOR RESIDENTIAL USE~~ IN THE CITY TO ~~PARK VEHICLES~~, STORE VEHICLES IN A MANNER THAT DOES NOT COMPLY WITH THE PROVISIONS OF SECTION 113-1 OF THIS CODE, STORE VEHICLE PARTS, STORE ARTICLES, OR STORE ITEMS NOT INTENDED FOR OUTDOOR USE WHEN SUCH ~~PARKING OR~~ STORAGE IS IN ANY OPEN SPACE, UNENCLOSED SPACE, OR TEMPORARY CONSTRUCT. A TEMPORARY CONSTRUCT INCLUDES BUT IS NOT LIMITED TO ANY STRUCTURE MADE OF FABRIC, SOFT MATERIALS, PLASTIC, FLEXIBLE SHEETING OR ANY OTHER STRUCTURE OR ENCLOSURE NOT BUILT ACCORDING TO THE BUILDING OR UTILITY CODE OF THE CITY OR OF

PRINCE GEORGE'S COUNTY. TEMPORARY CONSTRUCT DOES NOT INCLUDE A TEMPORARY STORAGE UNIT AS DEFINED IN SECTION 65-8 OF THIS CODE.

C. IT SHALL BE UNLAWFUL ON ANY PROPERTY ZONED FOR RESIDENTIAL USE IN THE CITY TO STORE ANY QUANTITY OF ITEMS, WHETHER OR NOT DESIGNED FOR OUTDOOR USE, IN NUMBERS EXCEEDING ORDINARY RESIDENTIAL USE OR IN NUMBERS INDICATING A COMMERCIAL USE WHEN SUCH STORAGE IS IN ANY OPEN SPACE, UNENCLOSED SPACE, OR TEMPORARY CONSTRUCT.

D. IT SHALL BE UNLAWFUL FOR ANY PROPERTY OWNER OR TENANT TO UTILIZE, OR ALLOW TO BE UTILIZED, TO HAVE TEMPORARY STORAGE UNITS ~~ON RESIDENTIAL PROPERTY~~ EXCEPT AS DELINEATED IN SECTION 65-8 OF THIS CODE.

*** * ***

ARTICLE VII

Penalty

[Added 11-3-80 by HB No. 19-80, Amended 12-3-07 by HO-2007-14]

§ 65-27. Violations and penalties. [Amended 8-2-82 by HB No. 10-82, Amended 6-1-98 by HR 98-03, Amended 7-16-01 by HO-01-03, Amended 12-3-07 by HO-2007-14, Amended 12-14-09 by HO-2009-10]

In addition to any other remedy provided by this Chapter, violations of this Chapter shall be punishable as a municipal infraction as provided in Chapter 20 of this Code **UNLESS OTHERWISE INDICATED**. The fine for any single initial violation shall be One Hundred dollars (\$100.00), and the fine for each repeat of that offense shall be Two Hundred dollars (\$200.00). **EACH DAY THAT A VIOLATION EXISTS WILL BE A SEPARATE OFFENSE.**

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 twenty (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 _____, 2017.

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

Adopted: _____

Attest: _____

Mayor

{-} indicate deletions

CAPS/BOLD indicate additions

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

CITY OF HYATTSVILLE
CODE COMPLIANCE ADVISORY COMMITTEE MINUTES
WEDNESDAY, JANUARY 11, 2017, **APPROVED 3/15/17**

Paul Koch, Chair
Jeff Moulton, Vice Chair
Gloria Felix-Thompson, Secretary
Joy M. Jeffries, Member
Edward Bohls, Member
Joy Jeffries(arrived at 7:10pm)
Deanna Upshur McDermon, Member
Chris Giunta, Manager, Code & Parking Compliance
Pat Yinkey, Resident

Agenda: Introductions
Review and approval of the November, 2016 meeting minutes
Final review of technical changes to the container ordinance 65-2.3.1. & 65-8
Preliminary discussion regarding an animal waste ordinance
Update on Code issues, Chris Giunta

The committee voted unanimously to approve the November, 2016 minutes.

The committee reviewed the final technical changes to the container ordinance. All voted in favor to approve these changes.

There was a broad discussion regarding animal waste in the city.

Adjourned by at approx. 7:40pm

The next meeting will be February 15, 2017

Respectfully submitted Gloria Felix-Thompson, Secretary



Hyattsville City Council Agenda Item Report

Meeting Date: March 20, 2017

Submitted by: Laura Reams

Submitting Department: Legislative

Item Type: Ordinance

Agenda Section: Discussion Items (8:50 p.m. - 9:35 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. (30 minutes)

Motion

Discussion Only

Recommendation:

Sponsor(s):

Paschall, Hollingsworth, Wright, Warner, Ward, Solomon, Lawrence, Haba, Croslin

ATTACHMENTS

[Non-intervention Ordinance to Mayor and Council 3.15.17 DRAFT.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 a revised draft of the proposed Ordinance is attached.

Next Steps:

Council to review, discuss, and vote on the measure. 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 _____ of the City of Hyattsville Code is enacted as follows:

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

2
3 A. No official or employee may inquire into an individual's citizenship or immigration status.

4
5 B. If an official or employee learns of an individual's citizenship or immigration status, the official
6 or employee may not act based solely on the individual's citizenship or immigration status.

7
8 C. No official or employee may utilize or allow to be utilized City resources to support federal
9 civil immigration enforcement operations or activities.

10
11 **§ ____ Immigration Enforcement is a Federal Responsibility.**

12
13 A. No official or employee may detain or arrest an individual based solely on known or suspected
14 violations of federal civil immigration law.

15
16 B. No official or employee may utilize any individual's citizenship or immigration status as an
17 interrogation tool or tactic. No official or employee may communicate to a suspect, detainee, or
18 arrestee that any individual's ability to remain within the United States of America may be in
19 jeopardy. Nothing herein shall be construed as barring an official or employee from providing
20 information regarding an individual's citizenship or immigration status to that same individual.

21
22 C. No official or employee may enter into an agreement under 8 U.S.C. § 1357(g) or any other
23 federal law that permits state or local governmental entities to enforce federal immigration laws.

24
25 D. No provision in this Chapter shall be construed as prohibiting the City of Hyattsville Police
26 Department from:

- 27
28 1. Investigating, detaining, or arresting violators of the criminal law; or
29
30 2. Assisting any law enforcement agency with investigations or arrests relating to criminal
31 activity and suspected criminal activity other than violations of the civil immigration and
32 nationality laws of the United States of America; or
33
34 3. Complying with the provisions of 8 U.S.C. § 1373.

35
36 **§ ____ City Benefits.**

37
38 A. No official or employee shall condition the provision of City benefits, opportunities, or services
39 on a person's citizenship or immigration status unless required to do so by federal law, state law,
40 this Code, or court order.

41
42 B. No official or employee shall condition the provision of City benefits, opportunities, or services
43 based solely on the ability of the applicant to provide a driver's license or identification card issued
44 by the State of Maryland unless required to do so by federal law, state law, this Code, or court
45 order.

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

4
5 D. The City of Hyattsville shall not retain information related to an individual's citizenship or
6 immigration status. The City Administrator shall promptly conduct a review of all applications,
7 questionnaires, and interview forms utilized for the provision of City benefits, opportunities, or
8 services. Any information sought regarding citizenship or immigration status, other than those
9 required by federal law, state law, this Code, or court order, shall be removed.

10
11 E. No provision in this Chapter shall be construed as preventing any official or employee from
12 complying with 8 U.S.C. § 1644.

13
14 **§ ____ Discrimination and Unconstitutional Registries Prohibited.**

15
16 A. No official or employee shall discriminate against any person on the basis of citizenship,
17 nationality, or immigration status.

18
19 B. No official or employee shall participate in any federal registration program that requires
20 registration of individuals on the basis of age, race, color, creed, religion, national origin, ancestry,
21 disability, marital status, sex, sexual orientation, gender identity, physical characteristic,
22 citizenship, nationality, or immigration status. If any official or employee becomes aware of any
23 requirement that the City participate in any such program, the official or employee shall notify the
24 City Administrator immediately. The City Administrator shall inform the Mayor and Council of
25 the requirement and direct that the City Attorney review the requirement and advise the Mayor
26 and Council as to the legality of the requirement.

27
28 **§ ____ Reporting Requirements.**

29
30 The City Administrator shall report to the Mayor and Council the number of requests received by
31 the City from the federal government regarding any matter covered by this ordinance. The report
32 shall be made every six months and include the nature of the request or requests and the nature of
33 any response. The City Administrator shall respond to a request by the Mayor or a Councilmember
34 regarding a specific incident covered by this ordinance within two business days of the request.

35
36 **§ ____ Preemption or Conflicts.**

37
38 A. No provision of this Chapter shall apply whenever the provision conflicts with federal law,
39 state law, this Code, or court order.

40
41 B. This Chapter does not prohibit disclosure of information regarding citizenship or immigration
42 status if the disclosure is:

43
44 1. Required or authorized by federal law, state law, this Code, or court order; or

45
46 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.

§ _____ 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 _____, 2017.

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

Adopted: _____

Attest: _____

Mayor

[] indicate deletions

_____/BOLD/CAPS indicate additions

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

Weekly Program Offerings

Ageless Grace Senior Exercise Classes

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

Creative Minds

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

City Calendar: March 21 – April 3, 2017

Call-A-Bus Trips to

- March 21, 2017, 11:00 AM - 1:00 PM: Price Rite
- March 23, 2017, 11:00 AM - 1:00 PM: Safeway & Aldi's
- March 27, 2017, 11:00 AM - 1:00 PM: Giant

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

- March 21, 2017, 4:00 PM @ City Municipal Building, 3rd Floor
- March 28, 2017, 4:00 PM @ City Municipal Building, 3rd Floor

Planning Committee

March 21, 2017, 7:30 PM - 9:30 PM @ City Municipal Building, 2nd Floor

Education Advisory Committee Meeting

March 23, 2017, 6:30 PM - 8:00 PM @ City Municipal Building, 2nd Floor

Candidate Information Session

March 25, 2017, 10:00 AM @ City Municipal Building, 1st Floor

Mini Camp Magruder

March 27, 2017, 8:00 AM - 6:00 PM @ Magruder Park Recreation Center

Senior Lunch/Lecture Series

March 28, 2017, 12:30 PM - 2:30 PM @ Friendship Arms Apartments

Call (301) 985-5058 to register for this event today!

Motown and Mo: The Musical

March 30, 2017, 10:30 AM - 12:30 PM @ C.H. Flowers High School

The City's seniors are invited to enjoy Motown's greatest hits as performed by the Jaguar Players of C.H. Flowers High School. Lunch will be provided at a local eatery after the show. Seats on this trip are \$5 and must be reserved by March 10. Seats are first come, first served so call (301) 985-5058 today!

Route 1 Rampage

April 1, 2017, 7:00 AM - 8:00 PM

Council Meeting

April 3, 2017, 8:00 PM - 10:00 PM @ 3rd Floor Council Chambers