

City Council of Hyattsville, Maryland

AGENDA

City Council Regular Meeting

Monday, March 5, 2018

8:00 PM



Council Chambers

Hyattsville Municipal Building

4310 Gallatin Street, 3rd Floor

Hyattsville, MD 20781

(301) 985-5000 www.hyattsville.org

CITY COUNCIL

[Mayor Candace B. Hollingsworth](#)

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

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

[Bart Lawrence, Ward 1](#)

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

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

[Carrianna Suiter, Ward 3](#)

[Thomas Wright, Ward 3](#)

[Paula J. Perry, Ward 4](#)

[Joseph Solomon, Ward 5](#)

[Erica Spell, Ward 5](#)

ADMINISTRATION

Tracey E. Nicholson, City Administrator

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

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

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

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

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

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

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

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

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1. Call to Order and Council Roll Call

2. Pledge of Allegiance to the Flag

3. Approval of Agenda

4. Approval of the Minutes

4.a) Approval of the Minutes

HCC-224-FY18

I move that the Mayor and Council approve the Council Meeting Minutes for the Council Work Session of December 11, 2017 and the Regular Council Meeting of December 18, 2017.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Minutes Dec 11 2017.pdf](#)

[Minutes Dec 18 2017 NK FINAL .pdf](#)

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

6. Presentations (8:20 p.m. - 8:25 p.m.)

6.a) FY-2016 and FY-2017 Audit Update (5 minutes)

HCC-104-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

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

7.a) FY18 Budget Amendment: Cable Studio

HCC-216-FY18

I move that the Mayor and Council amend the FY18 PEG Capital Budget and move \$20,000 from cable studio supplies to cable studio contracted services.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Budget Amendment Request - Cable Contracted Services.doc.docx](#)

7.b) 2018 Anniversary Carnival Contract: Snyder Amusements

HCC-218-FY18

I move that the Mayor and Council authorize the City Administrator to enter into a contract with Snyder Amusements to provide carnival services for the 2018 City Anniversary Carnival, upon the review and approval of the City Attorney for legal sufficiency.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

7.c) Solid Waste Truck #61 Repairs

HCC-215-FY18

I move that the Mayor and Council approve the repairs to Solid Waste vehicle SW#61 to be preformed by Johnson Truck Center, at a cost not to exceed \$15,000.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

7.d) Re-Appointment to Police and Public Safety Citizens' Advisory Committee

HCC-226-FY18

I move that the Mayor and Council re-appoint Timothy Epp (Ward 2) to the Police and Public Safety Citizens' Advisory Committee for a term of 2 years, ending on March 5, 2020.

Lead Sponsor: Perry

Co-Sponsor(s): Croslin

[Epp_Redacted Application .pdf](#)

7.e) Cancel Budget Work Session of March 14, 2018

HCC-227-FY18

I move that the Mayor and Council cancel the Council Budget Work Session scheduled for Wednesday, March 14, 2018. The introduction of the FY-2019 budget will be scheduled for Wednesday, March 28, 2018.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[2018 Council Meeting Calendar REVISED MARCH 2018.pdf](#)

7.f) Proclamation of Women's History Month

HCC-228-FY18

I move that the Mayor and Council proclaim March as Women's History Month in Hyattsville.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Womens History Month 2018.docx](#)

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

8.a) FY18 Budget Amendment: Funds Transfer for Magruder Park Facility Improvements (10 minutes)

HCC-209-FY18

I move that the Mayor and Council amend the FY18 Capital Budget to move \$50,000 from the Professional Services-Architects/Engineers-3505 Hamilton Street Capital Improvement Budget to Capital Outlay/Building/MP-RC Maintenance Capital Improvement Budget to cover storage and facility improvements.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

8.b) FY18 Budget Amendment: Arundel Place Water and Sewer Upgrade (10 minutes)

HCC-210-FY18

I move that the Mayor and Council direct the City Administrator to negotiate and execute an agreement with Washington Suburban Sanitary Commission (WSSC) to share the cost of water and sewer upgrades on Arundel Place to serve the new building construction at the Department of Public Works Facility, at a cost not to exceed \$400,000, upon review for legal sufficiency. Additionally, I move that the Mayor and Council amend the FY18 CIP budget to move \$400,000 from the Street Capital Improvement Budget to DPW Compound Capital Improvement Budget to cover the City's estimated portion of the Cost.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

8.c) FY18 Budget Amendment: Magruder Park Reimagination (10 minutes)

HCC-217-FY18

I move that the Mayor and Council amend the FY18 DPW Operating budget to include an additional appropriation of \$51,000 for the Magruder Park Reimagination Project and authorize the City Administrator to negotiate a contract with the Neighborhood Design Center for the contract at a cost not to exceed \$51,000, upon the review and approval by the City Attorney for legal sufficiency.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Firm Selection Memo Magruder Reimagination.docx](#)

9. Discussion Items (9:00 p.m. - 9:10 p.m.)

9.a) Sacred Heart Home DSP-17053 (10 minutes)

HCC-222-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Sacred Heart Discussion Memo - FINAL\[39327\].docx](#)

[SacredHeart_DSP-17053.pdf](#)

[111417 Sacred Heart Home 11x17 Presentation Drawings.pdf](#)

[Planning Committee Minutes - 01.16.2018.doc](#)

10. Council Dialogue

11. Community Notices and Meetings

11.a) City Calendar: March 6 - March 19, 2018

HCC-225-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s):

[Main City Calendar Mar 6-Mar 19 2018.docx](#)

12. Motion to Adjourn



Hyattsville City Council Agenda Item Report

Meeting Date: March 5, 2018
Submitted by: Nicola Konigkramer
Submitting Department: City Clerk
Item Type: Legislative
Agenda Section: Approval of the Minutes

SUBJECT

Approval of the Minutes

HCC-224-FY18

Recommendation:

I move that the Mayor and Council approve the Council Meeting Minutes for the Council Work Session of December 11, 2017 and the Regular Council Meeting of December 18, 2017.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Minutes_Dec 11 2017.pdf](#)

[Minutes_Dec 18 2017_NK FINAL_.pdf](#)

Summary Background:

See attached.

Next Steps:

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

Fiscal Impact:

N/A

City Administrator Comments:

N/A

Community Engagement:

N/A

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance

Legal Review Required?

N/A



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Present: Candace Hollingsworth, Mayor
Edouard Haba, W4 (Council Pres.)
Kevin Ward, W1 (Council VP)
Bart Lawrence, W1
Robert Croslin, W2
Shani Warner, W2
Carrianna Suiter, W3
Erica Spell, W5

Absent: Thomas Wright, W3
Paula Perry, W4
Joseph A Solomon, W5

Also present were the following City staff members:

City Administrator Tracey E. Nicholson
Assistant City Administrator and Director of Community & Economic Development Jim Chandler
City Treasurer Ron Brooks
Police Chief Doug Holland
Director of Human Resources Vivian Snellman
Director of Public Works Lesley Riddle
Director of Community Services Jake Rollow
City Clerk Laura Reams

1) [Call to Order and Council Roll Call](#)

Mayor Hollingsworth called the meeting to order at 8:01 p.m.

2) [Pledge of Allegiance to the Flag](#)

3) [Approval of the Agenda](#)

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

4) [Public Comment \(8:10 p.m. - 8:20 p.m.\) Limit 2 minutes per speaker](#)

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

5) [Discussion Items \(8:20 p.m. - 10:00 p.m.\)](#)

- 5.a [FY19 Budget Initiative: Safety Improvements & Speed Mitigation](#)
I move that the Council allocate appropriate funding for the implementation of needed safety improvements and/or speed mitigation on Nicholson St. (by Heurich Park), on 31st Avenue (between Hamilton Street & Lander Drive), Lancer Drive, 31st Place, and Madison Street (between MD500 & Jamestown Road).

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Council President Haba introduced the proposed budget initiative to allocate funding toward safety improvements and speed mitigation for Nicholson Street, 31st Avenue, 31st Place, and Madison Street. He stressed concerns on those streets relating to excessive vehicular speed, lack of traffic calming devices, including stop signs, and the presence of young children in those areas.

Mayor Hollingsworth clarified that the goal for the evening's meeting was to provide Council the opportunity to hear the budget proposals, ask questions, and determine how to move forward on each proposal in the context of the FY-19 budget. She opened the floor to questions on Council President Haba's initiative.

Councilmember Warner expressed her appreciation for Councilmembers bringing forth items that were identified problems in their respective ward. She inquired if money was intended to be budgeted in FY-19 to address safety and speed concerns throughout the City identified in the ongoing Transportation Study. Director of Public Works Riddle said the Transportation Study was anticipated to be complete in six (6) to eight (8) months. She said she was unsure if the City would have actionable items at that time, adding that it may take time to digest and analyze the study results prior to action. Director Riddle confirmed that the FY-19 budget would include funds for speed mitigation and implementation of Transportation Study as well as the West Hyattsville Street and Sidewalk study.

Council President Haba stated that there were ongoing safety concerns in the areas identified in the motion and said he did not believe the City needed to wait on the Transportation Study results before action. Councilmember Warner acknowledged that the potential eight (8) month timeframe for study completion was longer than anticipated and if there were pressing issues she could support moving forward before the study was complete. However, she noted that she wanted to minimize changes done while the study was ongoing so the City could view the City holistically and prioritize areas accordingly.

Council Vice President Ward asked Director Riddle how the Department of Public Works currently prioritized work throughout the City. Director Riddle noted that often residents reported concerns which were followed up on with studies, data analysis, and community outreach prior to action. Councilmember Suiter asked about the petition process for initiating a traffic calming device study and installation. Administrator Nicholson provided information on the process, noting the various conditions that were evaluated. She also confirmed that there would be funding in the FY-19 budget for implementation of recommendations from the Transportation Study.

Mayor Hollingsworth noted that the item did not currently have a fiscal impact listed and asked the Council for show of hands for those in favor of moving forward on the initiative. The Councilmembers unanimously indicated support of the initiative.

5.b FY19 Budget Initiative: Summer Literacy Program

I move that the Mayor and Council appropriate up to \$2,600.00 in the FY19 Budget to fund a Summer Literacy Program at two (2) Hyattsville area elementary schools, Rosa Park and Edward Felegy Elementary Schools. The funds will be used to pay the background check fees for 20 volunteers, purchase materials for craft activities, purchase culturally and linguistically diverse fiction and nonfiction books for students to take home, pay the honorarium of two (2) bilingual coordinators. Additionally, the organizers agree to reimburse the City for the funded amount if their grant application with the County Council is approved and disbursed.

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Council President Haba briefed the Council on the summer literacy program noting that it would be entering its second year. He said that program organizers had applied for County Council grant funding and the



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initiative would serve as backup funding if the County grant was not approved. He stated that a decision on the County grant would be made in the spring. Council Vice President Ward asked if the program could be expanded to other elementary schools in the City. Council President Haba said the decision to expand the program would be up to the Education Advisory Committee and the University. The Council indicated unanimous support of the initiative.

5.c FY19 Budget Initiative: Heurich Park Bathroom Facility

I move that the Mayor and Council include adequate funding in the FY19 Budget for the design, construction, and furnishing of a public bathroom facility at Heurich Park. Said facility shall have separate sections for women and men, be ADA compliant and equipped with changing tables (for infants) in each section.

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Council President Haba introduced the item citing the lack of an existing bathroom facility at the Heurich Park playground and dog park. Director Riddle said the estimated fiscal impact of the project was \$70K, for a pre-engineered two (2) stall structure with water, electric, and sewer. Councilmember Lawrence confirmed the land was owned by Maryland National Capital Park and Planning (M-NCPPC). Councilmember Spell asked if the cost estimated included additional lighting, to which Director Riddle responded that electric would be provided to the structure but no other additional lighting. Councilmember Croslin asked if the M-NCPPC would contribute funds. Director Riddle responded that typically the City would be asked to shoulder the entire cost.

Councilmember Lawrence said he was in favor of a bathroom facility but he believed the Council should advocate to M-NCPPC for a facility before allocating City funding. Director Riddle confirmed that it was possible for the Council to make a facility upgrade request to M-NCPPC. She added that she did not believe M-NCPPC had any planned improvements to the park for the next five (5) to ten (10) years. She also stated that in conjunction with the planned Ager Road Green Streets Project much of the adjacent land was slated for use as bioretention. Council President Haba reiterated the importance of the addition of bathroom facilities for residents and asked if grants may be available.

Mayor Hollingsworth asked if the body was supportive of drafting a letter to M-NCPPC to declare a desire for a public restroom facility at Heurich Park. She also asked for a sense of the body on moving forward on the initiative. Councilmember Lawrence asked if inclusion of funds would undermine the effort to have M-NCPPC commit funds. Mayor Hollingsworth emphasized the importance of the timing of the letter and said she hoped the City would receive a response by February 2018. Councilmember Haba indicated support of the proposal and sending a letter to M-NCPPC. He confirmed that if response to the letter was not received by February 2018 the body would move forward with the inclusion of funds for the restroom facility.

5.d FY19 Budget Initiative: Public Community Events Grant

I move that the Mayor and Council appropriate \$10,000 in the FY19 Budget for the purpose of providing financial support in the form of grants for public community events organized by non-profit entities within the City of Hyattsville. Applicant will be required to complete an application and submit it to the Clerk for Mayor and Council's consideration.

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Council President Haba introduced the item and noted that Councilmembers and City staff had received requests for financial support from businesses and non-governmental organizations (NGO's) over the years. He continued that most of that funding had come from Council Discretionary Funds. Council President Haba proposed that \$10,000 be budgeted for organizations that wished to host public events, or events that would benefit the general public.



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Councilmember Croslin asked if the request was to increase discretionary funds and Council President Haba clarified that he was trying to protect the Discretionary Funds to be used for ward specific initiatives. Councilmember Croslin asked how the City would select an event to sponsor. Council President Haba stated that the application would come before Council and would be confirmed at a first come, first serve basis. Councilmember Spell confirmed that the Council would still have an opportunity to vote on the application.

Councilmember Warner expressed concerns about the public perception of discretionary funds, noting that she fielded non-ward specific requests for funding and typically expended the remaining funds to the schools. Councilmember Warner asked that the program outline a more neutral way of offering funding to different entities, to reach individuals that are unaware of the discretionary funds. Councilmember Warner confirmed that the \$10,000 was reasonable but would like to see the funding replace the ward discretionary funds, rather than adding to them.

Councilmember Lawrence stated appreciation for the Councilmember Warner's concerns but added that he had not seen the level of request from outside organizations to require additional funding. Councilmember Lawrence said he was concerned with the lack of details on the proposal. Councilmember Lawrence expressed further concern for approving the use of funds outside of the budget cycle and noted that these items could be covered throughout the budget cycle. Councilmember Croslin clarified there had been little hesitation in the past to use discretionary funds for various events across the City.

Councilmember Spell asked if there were line items within the Community Services budget that allowed funding or support for the type of events in the proposal. Treasurer Brooks stated that the funding existed under the Council Budget. Administrator Nicholson stated that there were a few items that were included in the general budget e.g. Sonny Frazier Toy Drive and the Historical Preservation Association (HPA).

Mayor Hollingsworth stated understanding for how the proposed item came forward but asked if this was an initiative the Council found pertinent. Mayor Hollingsworth clarified that she had no hesitation using discretionary funds for events that showcased different wards or worked with resident's one-on-one. Mayor Hollingsworth added that she would prefer to see the Council ask the community to submit applications for funding once a year during the budget cycle.

Council President Haba stated that it was easy to link this proposal with the discretionary funds but noted that the proposed funding was not based on one Councilmember's recommendation, rather open to the entire Council. Council President Haba clarified that the proposal would allow a specific line item in the budget for requests received by Council or staff. Council President Haba added that he intended for the applications to come to Council as a discussion item, rather than a consent item. Council President Haba recognized Mayor Hollingsworth's remarks, noting that the volume of requests could be problematic. Council President Haba further stated that the intent was not for the City to cover the entire cost of a public event.

Mayor Hollingsworth asked the Council to indicate support for the initiative. The initiative did not have majority support of the Council.

5.e FY19 Budget Initiative: Hyattsville Teen Program

I move that the Mayor and Council identify formalizing the Hyattsville Teen Club as an FY19 budget priority by designating \$25,000 for holistic teen programming targeting ages 13-18. Expenses include transportation for offsite events and activities, food (3 days/week during summer months; 1 day/week during the school year), miscellaneous games, sports equipment, art supplies and iPads for technological activities, academic support, and career/vocational development.



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Additionally, the establishment of a full-time civilian Coordinator, placed in Grade 112 ranging from \$45,000 Step 1 to \$49,179 Step 4 in the Police Department.

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5.i FY19 Budget Initiative: Hyattsville Teen & Young Adult Center

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

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Teen Center Memo.pdf 

NOTE FOR THE RECORD: The Council considered Items 5.e and 5.i together.

Councilmember Spell introduced the initiative to formalize the Hyattsville Teen Club, co-sponsored by Councilmember Croslin and submitted on behalf of the Police and Public Safety Citizens Advisory Committee (PPSAC). She described the Hyattsville Teen Club initiated by Police Sgt. Johnson with the support of the PPSAC in the summer of 2017. Councilmember Spell highlighted the success of the program and said it had continued into the school year for one (1) night a week. Councilmember Spell said she believed the proposal would formalize the Teen Club by building on the existing format and designating \$25K for the programming to be used for event transportation, food, and the purchase of sports and technology equipment and art supplies. Councilmember Spell also noted that the program may be expanded to provide academic support and workforce development. She continued that the proposal served to formalize the link between the program and the Police Department. Councilmember Croslin also stated his support for the initiative and said he believed it helped to create a relationship between teens and the police department.

Councilmember Lawrence acknowledged that the Council had two (2) teen initiative items before the body and suggested that the Council discuss them back to back before determining action. He noted that item 5.i. was in the same vein as item 5.e. but with a broader scope. He said the broader program would not preclude relationships between the Police Department and teens and stated that it was his preference to have the program fall under the Community Services department.

Councilmember Croslin restated his views on the importance of youth establishing a relationship with the Police Department and the value of those relationships. Councilmember Spell also advocated for the Teen Club to fall under the Police Department and expressed appreciation for the structured element offered by the Police Department. She added that while it may not be common to have a teen program fall under the Police Department she believed it would enable people to view the Police Department not only a law enforcement agency but as a public safety organization.

Councilmember Warner said the City had long discussed a need for teen programming and expressed her appreciation for Sgt. Johnson. She said some of her questions were related to determining the proper placement of the program. She said she was persuaded by the idea that the Police Department should play a role and both departments could likely be involved. She asked for feedback from staff.

Mayor Hollingsworth asked the Council for the opportunity to describe the other proposal for teen programming, noting there was clearly interest in funding a teen program. She highlighted areas of consideration during the proposal development including the value of establishing a City footprint in an area where there currently was none and a desire for the program to assist in addressing concerns relating to school truancy and increase the City's presence in young adult workforce development. Mayor Hollingsworth said that when the Teen Club had launched she recognized a need for a dedicated location and had reached out to a property owner at University Town Center (UTC) to see if space was available. She also noted that in the development of the proposal she had considered the program from the perspective



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of the teen in terms of creating positive developmental opportunities that teens will enjoy and that may ultimately deter undesirable behaviors. She stated that in an ideal scenario the proposals could be merged to offer programming at UTC, Magruder Park and the Prince George's Community Center. Mayor Hollingsworth concluded that she envisioned the program as run by Community Services in collaboration with the Police Department and provided details on the staffing model. Mayor Hollingsworth also added that Councilmember Suiter was a co-sponsor and invited her to share her comments.

Councilmember Suiter said she was excited to see both proposals. She said the program could be a partnership between Community Services and the Police Department. Councilmember Suiter highlighted the favorable proximity of the high school to the proposed UTC location and concluded that she was interested to hear from staff on the proposals.

Police Chief Holland offered his accolades to Sgt. Johnson for her work with the Teen Club and said that whatever department the program ultimately fell under it was obvious that it was a necessary program. He continued that if the program fell under the Police Department it would be part of the Community Action Team and noted links to the School Resource Officer Program. Director of Community Services Rollow also stated his appreciation for Sgt. Johnson and noted a willingness among the departments to collaborate. Director Rollow said if both programs were operated there may be cost savings.

Council Vice President Ward encouraged the Council to find a way to merge the proposals. Council Vice President Ward added that a broad set of people and experiences, and a developed program curriculum would allow teens to experience the program in a way that best fit their own needs.

Councilmember Warner acknowledged that the City had several large projects in the works and asked if additional funding for a teen program was available. Mayor Hollingsworth noted the proposed capital improvements were separate from operational costs and said the City would review its existing bond capacity. Regarding the annual operational costs, she said the funding was a choice of the Council as part of the budget process. Additionally, Mayor Hollingsworth noted that for the last six (6) budget cycles where an operational deficit was proposed, the City had ended each year under budget. Mayor Hollingsworth said she had given direction to staff to tighten up budget estimations to provide more accurate budget proposals to Council to facilitate budget decisions.

Councilmember Spell said the Teen Club proposal built on the existing program and suggested that it could be a way to pilot a larger program. She asked for clarification on the proposed \$550K funding for the teen center at UTC. Mayor Hollingsworth said the \$550K included the estimated cost for renovation of the space, a reduced rate lease, and staffing for one (1) full-time, two (2) part-time, and a 0.5 Community Action Team position at the teen center. Councilmember Spell said the current proposal was for a 20 hour a week program, but the lease would cover full time use of the facility. Mayor Hollingsworth highlighted advantages of the location, noting the adjacent temporary library and a potential partnership with Prince George's Economic Workforce to hold workforce training programs in the space during the hours it was not in use.

Council President Haba said he was supportive of the concept but wanted more information on the required funding and if the financing was sustainable for the City. Mayor Hollingsworth referred to the cost breakdown provided in the council packet and clarified that she was asking for funds from the City's fund balance to be used to invest in the program. She elaborated that \$350K was estimated for renovating the lease space and \$200K estimated for operational costs to include staffing and \$26K annually for the lease for a potential term of five (5) years. Mayor Hollingsworth noted that the City had not locked in a lease rate or terms and further clarified that the program was not intended to be revenue generating for the City. Council President Haba restated his concern regarding availability of sustainable program funding and suggested that the City investigate including community space in the renovation of the police building at 3505 Hamilton Street.



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Mayor Hollingsworth echoed Council Vice President Ward's earlier statement that both proposals could exist with physical space, staffing from both departments to support the program, and a possible expansion of locations in time. Councilmember Lawrence stated his support for integrating the proposals. Mayor Hollingsworth asked if the Council could consider joining the proposals and suggested use of the UTC space as a teen lounge for five (5) days a week and use of Magruder Park as an alternative programming location for special events or programs that require outdoor space.

Councilmembers Spell and Croslin noted concern with the UTC location. Councilmember Croslin said that part of the draw to the current teen club was its location at the park. Mayor Hollingsworth reiterated that she believed both locations could happen concurrently. Councilmember Spell said she thought there was synergy between the programs, but she was not keen on utilizing private space without first maximizing its existing public spaces. She asked if the City had considered renovating the Magruder Park building as an alternative.

Council President Haba asked Treasurer Brooks to comment on the proposed expenditures. Treasurer summarized the cost estimations and said capital expenses could be funded with bond proceeds or cash. Treasurer Brooks also noted that the City had a number of projects on the table and FY19 departmental budget conversations had not yet taken place. Council President Haba asked if the City had additional borrowing capacity. Treasurer Brooks said that while the City was currently in good shape and he was not concerned about debt capacity, the City would eventually be maxed out on its debt service. He confirmed that the City could currently sustain additional capital dollars, but he could not provide an exact figure until the City was further in the budget process.

After a brief discussion on how to move forward, the Council decided to continue conversation on the two proposals at a later meeting.

5.f [FY19 Budget Initiative: Corridor Development Program](#)
[I move that the Mayor and Council allocate \\$100,000 for a corridor development program to enliven business activities in the city's three \(3\) commercial corridors.](#)

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Mayor Hollingsworth introduced the proposed Corridor Development Program noting that it had been pulled from the City's Sustainability Plan. Mayor Hollingsworth added that she was not tied to a number for the funding, and that the expanded scope of funding proposed would be offered two (2) times a year through a grant process. Mayor Hollingsworth provided details on the intended use of funding, for public events and façade improvements. Mayor Hollingsworth stated the intent to offer funds to smaller businesses that did not have the ability to match funds through the existing Commercial Façade Program.

Council President Haba asked for clarification on the difference between the two programs and Mayor Hollingsworth stated her intent was to provide the matching funds, as allowed under the existing program. Council President Haba stated that it would be helpful to know what the request for funding was being used for, similar to his earlier proposal. Council President Haba expressed concerns for subsidizing rent or paying the full amount of the improvement for businesses, when there are other areas in the City that had issues with affordable housing.

Mayor Hollingsworth clarified that the façade improvement, not only prioritize businesses that did not have access to capital but would allow new businesses to enter the market. Mayor Hollingsworth noted successes with a similar program in Portland, Oregon. Mayor Hollingsworth added that Council would have discretion on whether to support certain requests. Councilmember Haba asked for the clarification on facilitation of



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funds for renovations or façade improvements. Mayor Hollingsworth confirmed that façade improvements would not be a fully paid for renovation.

Councilmember Croslin asked what areas the program would target. Mayor Hollingsworth stated that there were three (3) commercial corridors, but that the City would focus more on the Hamilton Street Corridor and Route One Corridor rather than the East-West Highway Corridor.

Councilmember Warner stated that she liked the proposal but did not see an applicable need for the program. Councilmember Warner continued that she was not comfortable with the \$100,000 amount and expressed concerns that most of the direct benefit would go to business owners rather than residents. Councilmember Warner suggested a range of \$15,000-\$25,000. Councilmember Spell agreed with the compromise in amount and wanted the program to target businesses in the Queens Chapel shopping center. Mayor Hollingsworth expressed agreement for the \$25,000 amount, but that she did not want to limit the program to one (1) commercial corridor. Councilmember Suiter stated that she would like the emphasis on underrepresented businesses to remain a part of the proposal.

Mayor Hollingsworth asked the Council to indicate support for the initiative, with the change from \$100,000 to \$25,000. The initiative had the majority support of the Council.

5.g [FY19 Budget Initiative: Expanded Arts Programming & Artist in Residence](#)
I move that the Mayor and Council allocate \$35,000 to expand arts programming opportunities and establish an artist-in-residence in the City of Hyattsville.

[Cover Page](#)

The Council decided to move the discussion of this item to a future meeting.

5.h [FY19 Budget Initiative: Clean & Safe Team](#)
I move that the Mayor and Council allocate \$250,000 to establish a pilot/inaugural "Clean & Safe Team" with an initial focus on the Queens Chapel-Hamilton Street commercial corridor. I further move that the Mayor and Council authorize the City Administrator or her designee to formalize funding or programmatic partnerships necessary to implement the program.

[Cover Page](#)

The Council decided to move the discussion of this item to a future meeting.

5.j [FY19 Budget Initiative: Hire Hyattsville Employment Portal and Employment Support](#)
I move that the Mayor and Council appropriate \$75,000 in the FY19 budget in order to set up a web portal to promote job openings in the City of Hyattsville and to promote programs to help citizens of Hyattsville develop skills for career readiness.

Programming should include but not be limited to:

- Career readiness
- Career transitions
- Re-Entering the workforce
- Career Planning
- Job Search Assistance

[Cover Page](#)

The Council decided to move the discussion of this item to a future meeting.



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5.k FY19 Budget Initiative: Storm Grate Safety Improvement

I move that the Mayor and Council replace all longitudinal storm grates on city street that have sharrows with bike friendly storm grates.

[Cover Page](#) 

The Council decided to move the discussion of this item to a future meeting.

5.l FY19 Budget Initiative: Filtered Water Filling Stations

I move that the Mayor and Council budget for the purchase and installation of up to four (4) filtered water filling stations. Possible locations include Magruder Park, Heurich Park, and two (2) at 4310 Gallatin Street.

[Cover Page](#) 

The Council decided to move the discussion of this item to a future meeting.

5.m FY19 Budget Initiative: Bicycle Infrastructure

I move that the Mayor and Council budget for the purchase and installation of up to 50 bicycle racks and 6 bicycle repair stations.

[Cover Page](#) 

The Council decided to move the discussion of this item to a future meeting.

6) [Council Dialogue](#)

Several Councilmembers offered holiday greetings and thanks to staff.

7) [Community Notices and Meetings](#)

[Cover Page](#) 

[Main City Calendar_December 12 - December 18, 2017.docx](#) 

8) [Motion to Adjourn](#)

The meeting adjourned at 10:19 p.m.

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



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD DECEMBER 18, 2018

Present: Candace Hollingsworth, Mayor
Edouard Haba, W4 (Council President)
Kevin Ward, W1 (Council Vice President)
Bart Lawrence, W1
Robert Croslin, W2
Shani Warner, W2
Carrianna Suiter, W3
Thomas Wright, W3
Paula Perry, W4
Erica Spell, W5

Absent: Joseph A Solomon, W5

Also present were the following City staff members:

City Administrator Tracey E. Nicholson
Assistant City Administrator, Dir. of Community and Economic Development Jim Chandler
City Treasurer Ron Brooks
Police Chief Douglas Holland
Director of Community Services Jake Rollow
Director of Human Resources Vivian Snellman
City Attorney E.I Cornbrooks IV
City Clerk Laura Reams
Deputy City Clerk Nicola Konigkramer

1) [Call to Order and Council Roll Call](#)

Mayor Hollingsworth called the meeting to order at 7:35 p.m.

2) [Pledge of Allegiance to the Flag](#)

3) [Approval of Agenda](#)

Mayor Hollingsworth noted the following amendments to the agenda: removal of Motion #: HCC-38-FY18 and Motion #: HCC-37-FY18 from the Discussion Agenda, addition of Chief Holland to the Human Services and Public Safety Policy Committee for Motion #: HCC-154-FY18 on the Consent Agenda, and the changing of "introduce" to "adopt" in Motion #: HCC-124-FY18 on the Action Agenda.

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

4) [Motion to Close \(7:30 p.m.\)](#)

4.a Motion to Close (7:30 PM, 45 minutes)

HCC-157-FY18

I move that the Mayor and Council close the Council Meeting of December 18, 2017 in order to consult with the City Attorney to obtain legal advice, to discuss contract negotiations, and to consider the investment of public funds.



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD DECEMBER 18, 2018

This session will be closed under the authority of the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (5) to consider the investment of public funds, (7) consult with counsel to obtain legal advice, and (14) to discuss, before a contract is awarded or bids are opened, a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

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

Pursuant to the requirement of the Annotated Code of Maryland State Government Article 3-306(C)(2); this statement is included in these minutes:

A closed session of the Council of the City of Hyattsville was held at 7:36 p.m. on Monday, December 18, 2017, in the City of Hyattsville Municipal Building, Third Floor Council Chambers.

In addition to the City Council, the following staff members were present: City Administrator Tracey E. Nicholson, Assistant City Administrator Jim Chandler (arrived at 7:54), City Treasurer Ron Brooks (arrived at 7:54), City Attorney Skip Cornbrooks, Department of Public Works Hal Metzler (arrived at 7:54) and City Clerk Laura Reams.

The authority under which the session was closed was the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (5) to consider the investment of public funds, (7) consult with counsel to obtain legal advice, and (14) to discuss, before a contract is awarded or bids are opened, a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

Topics Discussed: The City Attorney provided legal advice regarding the City's Election Code in the context of the May 2017 Election, City Administrator Nicholson provided an update on negotiations with WSSC regarding water main installation on Arundel Place, and an update on negotiations pertaining to a proposed structured parking facility for the Route One Corridor.

Action Taken: None taken.

The closed session adjourned at 8:12 p.m. on a motion made by Councilmember Croslin, seconded by Council President Haba and approved unanimously by the body. The Council returned to open session at 8:12 p.m.

Council President Haba made a motion to amend the Consent Agenda to include Motion #: HCC-157A-FY18.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Ward



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD DECEMBER 18, 2018

AYES:	Hollingsworth, Haba, Ward, Lawrence, Croslin, Warner, Suiter, Wright, Perry, Spell
NAYS:	None
ABSENT:	Solomon

5) [Approval of the Minutes](#)

5.a Approval of the Minutes

HCC-128-FY18

I move that the Mayor and Council approve the Council Meeting Minutes for the Regular Council Meetings of (1) July 17, 2017 and (2) November 20, 2017.

[Cover Page](#) 

[July 17 2017_minutes final.pdf](#) 

[Nov 20 2017_Minutes.pdf](#) 

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

6) [Public Comment \(8:20 p.m. – 8:30 p.m.\) Limit 2 minutes per speaker](#)

7) [Presentations \(8:30 p.m. - 9:05 p.m.\)](#)

7.a FY-2016 and FY-2017 Audit Update (5 minutes)

HCC-104-FY18

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Treasurer Brooks presented the FY-2016 and FY-2017 Audit Updates. Treasurer Brooks stated that four (4) milestones had been completed and that there were three (3) more to achieve to complete the Audit.

7.b Ager Road Green-Complete Streets Project Update (15 minutes)

HCC-127-FY18

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City Administrator Nicholson introduced Erv Beckert, Prince Georges County DPW&T Highway and Bridge Design Division Chief, to present the project update for the Ager Road Green-Complete Streets Project.

Mr. Beckert stated that the project at hand had been in the works for the past five (5) years. Mr. Beckert said the project was a Green-Complete Street Project and provided details on the definition, noting that the streets served more than just trucks and passenger vehicles. Mr. Beckert noted that the project area was over a mile, part of which was covering Jamestown and Hamilton, however Ager Road was the focus. Mr. Beckert stated that two (2) or three (3) lanes in either direction would be added to Ager road, in addition to signals and turn-only lanes. Mr. Beckert added that Americans With Disabilities Act (ADA) compliance and bike facilitation would be added to the roadway. Mr. Beckert highlighted issues with the current roadway, including: pedestrian and car safety due to the high speeds and drainage and stormwater issues.



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Mr. Beckert presented proposed improvements, including reduced lane widths to 11-feet to include six (6) foot bike lanes and sidewalks. The improvements also included parallel parking in segments as well as the removal of several service roads. Mr. Beckert noted that Hamilton Street would be resurfaced as a single 12-foot lane in each direction with left turn lanes west of Ager Road, with six (6) foot bike lanes and sidewalks.

Mr. Beckert noted the complete streets components, which addressed ADA compliant sidewalks, driveway entrances and bus stops. Additional features would include green painted bicycle lanes and connections to the Northwest Branch Trail. Mr. Beckert then highlighted the green street elements, including bio-swales, submerges gravel wetlands, bioretention, LED lighting and traffic signals, replacing of trees, and promotion of alternative transportation models. Mr. Beckert stated that the Northwest Branch bridge was in horrible condition and would be repaired to include guard rails and wider sidewalks. Mr. Beckert added that stormwater management improvements would be added to Heurich Park, where bioretention would be expanded.

Mr. Beckert provided a timeline for the project, noting that it would take an additional two (2) years; there would be two (2) to three (3) block sections with long-term single lane closures. Mr. Beckert added that there would be additional traffic shifts for the reconstruction of the bridge. Mr. Beckert highlighted the completed stages of the project and noted that construction would start mid-2018 and end in late 2020. Mr. Beckert added that the DPW&T had reached out to residents to inform them that there would be a level of inconvenience.

Mayor Hollingsworth thanked Mr. Beckert for his presentation and Mr. Beckert stated that the project was a \$12 million project that deserved the County's excitement and attention. Councilmember Perry asked if the Riverfront at West Hyattsville project had been considered. Mr. Beckert stated that the developers had been in contact and that the project presented a beneficial frontage to the development. Councilmember Perry expressed concerns for added gridlock with the roadway project. Mr. Beckert stated that all roadway projects were analyzed for current traffic counts and projected counts over the next 30 years. Mr. Beckert added that the DPW&T had also coordinated with the State Highway Administration (SHA) regarding the Queens Chapel project and had taken that project into account. Mr. Beckert also stressed the 30 MPH speed limit that would increase safety.

Mayor Hollingsworth asked, with the timing, if a signal could be placed at Nicholson Street. Mr. Beckert stated that a link analysis had been conducted to look at each intersection to determine the need for traffic signals and ensured that a signal would be installed if warranted. Mr. Beckert warned Council of issues that could occur with unwarranted traffic signals but urged the Council to keep the County accountable.

Council President Haba echoed Mayor's remarks on the traffic signal. Council President Haba asked for clarification on bicycle access to the Northwest Branch Trail. Mr. Beckert highlighted difficulties providing access on Maryland National Capital Park and Planning Commission (M-NCPPC) property but noted that there would be easier access to clear trail connections with added safer crossings on Ager Road. Council Vice President Ward asked for more details on the bridge reconstruction and Mr. Beckert clarified that the reconstruction would be asphalt. Council Vice President Haba asked for more current project updates, to which Mr. Beckert replied that they would be shared once a contractor was selected.

NOTE FOR THE RECORD: Director of Community Services Jake Rollow arrived at 8:25 p.m.

7.c Sacred Heart Home Redevelopment (DSP-17053) (15 minutes) HCC-158-FY18

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[SacredHeart_DSP-17053.pdf](#)

Assistant Administrator Chandler introduced Larry Taub, Attorney for Ministry for the Sister Servants for Mary Immaculate. Assistant Administrator Chandler said that a renovation of the facility would still fail to meet programmatic needs and that a full reconstruction was necessary. Assistant Administrator Chandler added that the item would go before the Planning Committee in early February.

Mr. Taub stated that the building was constructed in 1926, and that it was overdue to be addressed. Mr. Taub stated that it would be economically unviable to renovate the building into modern use. Mr. Taub walked Council through the presentation, which included pictures of the existing property and interior of the structure. Mr. Taub presented the site plan for the existing property, which included the living quarters for the sisters. Mr. Taub then presented the proposed site plan, representing a pod-style for more modern rooming. Mr. Taub added that a new convent would be constructed for residence for the sisters. Mr. Taub stated that the capacity of the property would be reduced to 44 beds from 100 beds for the convent and the nursing home, and that it would be a smaller, more modern structure. Mr. Taub then introduced Sister Vacha Kludziak.

Sister Vacha Kludziak, Administrator of the Sacred Heart Home, highlighted challenges with the structure of the building, noting that it was dated and had a cumbersome medical layout. Sister Kludziak stated that the Board of Sacred Heart had taken into the account the cost of the project and decided to provide quality over quantity in terms of capacity. Sister Kludziak said that Sacred Heart also wanted to provide residents with more privacy. Sister Kludziak provided Council with a brief history of the Home's success and accolades and stated that she would want to continue that legacy. Sister Kludziak concluded that the current repairs were not cost effective and overseeing took her away from her job.

Councilmember Spell asked for clarification on the capacity and occupancy. Sister Kludziak stated that the building was licensed for 102 individuals, but had a capacity of 100, and an occupancy of 44. Sister Kludziak stated that with a capacity of over 45 beds, a provider tax would be imposed. Mr. Taub added that the project may not need detailed site planning.

8) [Consent Items \(9:05 p.m. - 9:10 p.m.\)](#)

Councilmember Perry stated that she had a question regarding the addition of Bigbelly receptacles and confirmed that stations would be added to West Hyattsville.

8.a CCTV Yearly Maintenance and Support Contract HCC-142-FY18

I move that the Mayor and Council authorize the expenditure of \$30,000.00 for the yearly maintenance and support contract with J & M Security Solutions.

Lead Sponsor: At the Request of the City Administrator

Co Sponsor: N/A

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[Memo to Council J & M Security Year 4 12 5 2017.docx](#)

8.b Council of Governments Policy Committee Appointments HCC-154-FY18

I move that the Mayor and Council make the following appointments to the Council of Governments Policy Committees for a term of one-year, beginning on January 1, 2018:

- Region Forward Coalition: Mayor Candace B. Hollingsworth, with staff alternate Jim Chandler



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- Human Services & Public Safety Policy Committee: Mayor Candace B. Hollingsworth, with staff alternate Jake Rollow AND Police Chief Douglas Holland
- Climate Energy & Environment Policy Committee: Mayor Candace B. Hollingsworth, with staff alternate Lesley Riddle
- Chesapeake Bay & Water Resources Policy Committee: Mayor Candace B. Hollingsworth, with staff alternate Lesley Riddle

Lead Sponsor: At the Request of the City Administrator

Co Sponsor: N/A

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[MWCOG Policy Committees.pdf](#)

8.c Re-Appointment to Police and Public Safety Citizens' Advisory Committee

HCC-155-FY18

I move that the Mayor and Council re-appoint Irma Echeverria (Ward 5) to the Police and Public Safety Citizens' Advisory Committee for a term of 2 years, ending on December 31, 2019.

Lead Sponsor: Perry

Co Sponsor: Spell

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[Redacted Application_Echeverria.pdf](#)

8.d Re-Appointment to Code Compliance Advisory Committee

HCC-156-FY18

I move that the Mayor and Council re-appoint Jeff Moulton (Ward 1) to the Code Compliance Advisory Committee for a term of 2 years, ending on December 31, 2019.

Lead Sponsor: Lawrence

Co Sponsor: N/A

[Cover Page](#)

[Redacted Application_Moulton.pdf](#)

8.e Bigbelly Waste and Recycling System Expansion

HCC-162-FY18

I move that the Mayor and Council authorize the City Administrator to amend the existing contract with Bigbelly Solar for Bigbelly to expand the existing program for a one-time fee of \$10,551 and a monthly service fee increase of \$3,168. Annually, the cost of the program will increase by \$34,536, making the total annual investment a cost NTE \$73,000, upon the review and approval by the City Attorney for legal sufficiency.

Lead Sponsor: At the Request of the City Administrator

Co Sponsor: N/A

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8.f Memorandum of Understanding with the Prince George's County Revenue Authority for Transfer and Obligation of SGIF Grant Funds

HCC-157A-FY18

I move that the Mayor and Council authorize the City Administrator to execute a Memorandum of Understanding with the Prince George's County Revenue Authority to transfer and obligate \$168,354.00 in State of Maryland SGIF grant funds for the purpose of developing a structured parking facility on City of



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Hyattsville owned parcels at 4503-4508 Hamilton Street, Hyattsville upon the review for legal sufficiency by the City Attorney.

Lead Sponsor: At the Request of the City Administrator

Co Sponsor: N/A

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

9) [Action Items \(9:10 p.m. - 9:45 p.m.\)](#)

9.a Hyattsville Ordinance 2017-06: Payment in Lieu of Taxes (PILOT) Montgomery Housing Partnership (5 minutes)

HCC-124-FY18

I move that the Mayor and Council introduce Hyattsville Ordinance 2017-06, Ordinance whereby the City of Hyattsville establishes a payment in lieu of taxes for Parkview Manor Apartments in order to secure affordable housing within the City of Hyattsville. (FIRST READING)

Lead Sponsor: Hollingsworth

Co Sponsor: Spell, Solomon, Haba, Ward

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[HO-2017-06 MHP_Parkview_Manor_Ordinance_7-506.1_-_Adoption.docx](#)

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

9.b Hyattsville Ordinance 2017-07: Updating the City Code Section - 114-6. School Zones (5 minutes)

HCC-29-FY18

I move that the Mayor and Council introduce Hyattsville Ordinance 2017-07, an ordinance whereby the City of Hyattsville establishes a school zone around Edward M. Felegy Elementary School and the Chelsea School within the City of Hyattsville, eliminates two school zones that are no longer necessary, and adjusts the codification accordingly (FIRST READING).

Lead Sponsor: Spell

Co Sponsor: N/A

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[Edward M. Felegy School Zone Ordinance EIC edits 12.5.17 1437.docx](#)

Mayor Hollingsworth noted that the updated ordinance included the Chelsea School.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Perry



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AYES:	Hollingsworth, Haba, Ward, Lawrence, Croslin, Warner, Suiter, Wright, Perry, Spell
NAYS:	None
ABSENT:	Solomon

9.c Community Survey Firm Selection (15 minutes)

HCC-160-FY18

I move that the Mayor and Council authorize the City Administrator to negotiate a contract for a community survey at a cost not to exceed \$25,000 with Canete Medina Consulting Group, Inc., upon the review and approval of the City Attorney for legal sufficiency.

Lead Sponsor: At the Request of the City Administrator

Co Sponsor: N/A

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[Firm Selection Memo.docx](#) 

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

9.d Capital Bikeshare – Cost Summary for Additional Stations (10 minutes)

HCC-163-FY18

I move that the Mayor and Council authorize the City Administrator to execute an agreement with Prince George's County to provide one (1) additional Capital Bikeshare docking station in the City of Hyattsville for a total cost not to exceed \$50,000.

Lead Sponsor: Executive Committee

Co Sponsor: N/A

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[Memo - Capital Bikeshare Additional Station Costs.docx](#) 

[Capital Bikeshare - Implementation Fee Schedule.pdf](#) 

Assistant Administrator Chandler provided a brief background of the item, noting that Capital Bikeshare had presented an overview of Prince George's County's program in October. Assistant Administrator Chandler stated that one of the questions raised was whether there was an opportunity to expand the eight (8) stations scheduled for Hyattsville. Assistant Administrator Chandler asked the body if there was interest in securing an additional location, adding that there was \$76,000 in the Capital Budget earmarked for a bikeshare program. Assistant Administrator Chandler clarified that this would allow for one (1) station to be included without amending the budget and noted that staff would look into ensuring that this item be included in the first phase.

Council President Haba stated that the decision seemed straight forward, clarifying that there would be a total of nine (9) stations. Assistant Administrator Chandler added the City would need to commit the funds before determining the location of the additional station.

Mayor Hollingsworth asked if the Ager Road Project overlapped with one (1) of the Bikeshare locations, to which Assistant Administrator Chandler stated that the projects were working together. Mayor Hollingsworth clarified that if there were any costs associated with moving the station on Ager Road, the County would absorb that cost.



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

10) [Discussion Items \(9:45 p.m. - 10:35 p.m.\)](#)

10.a Race & Equity Task Force (10 minutes)

HCC-125-FY18

I move that the Mayor and Council establish a Race & Equity Task Force as an ad hoc committee to develop an equity plan for the City of Hyattsville. This plan should include recommendations to advance equity in the city in administration, public services, and community development to further support our goals of being an inclusive community. The committee may be adopted as a formal and permanent Task Force at the conclusion of its ad hoc period upon approval of the council.

Lead Sponsor: Hollingsworth

Co Sponsor: Lawrence, Spell, Suiter

[Cover Page](#)

[Future of Equity in Cities 2017.pdf](#)

Mayor Hollingsworth noted an addition to the language to include “inclusiveness for persons with disabilities.” Mayor Hollingsworth reviewed the questions the Task Force would address. Mayor Hollingsworth added that the Ad Hoc Committee would have eight (8) members and suggested that the group report to the City Administrator, to allow the appropriate staff to be present when needed.

Council Vice President Ward asked how long the committee would serve and Mayor Hollingsworth stated that the intent was for the body to meet for six (6) months or for six (6) meetings. Mayor Hollingsworth continued that the committee could be made permanent, depending on the work product of the body. Council President Haba stated support for the initiative.

Mayor Hollingsworth asked that guiding questions for the committee be submitted via email and asked Councilmembers to gauge resident interest in serving. Mayor Hollingsworth added that the committee should have a mix of wards, gender, race, and ethnicity. Council President Haba expanded on the possibility of making the committee permanent, providing another form of non-discrimination efforts in addition to the Human Relations Commission.

Mayor Hollingsworth noted that the item would return on the Consent Agenda at the following Council Meeting.

10.b Electric Vehicle Charging Stations (10 minutes)

HCC-165-FY18

I move that the City Council authorize the City Administrator to execute a contract for services with The Electric Vehicle Institute to furnish and install electric charging stations on City owned property at no cost to the City, upon review for legal sufficiency by the City Attorney.

Lead Sponsor: At the Request of the City Administrator

Co Sponsor: N/A

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[Memo_-_Electric_Vehicle_Institute.docx](#)
[Lot 2_EV Charging Stations_12132017.pdf](#)
[Grant Agreement - Hyattsville_12-12-17 \(1\).pdf](#)
[Lot 1_EV Charging Stations_12132017.pdf](#)
[Lot 3_EV Charging Stations_12132017.pdf](#)

Assistant Administrator Chandler stated that the City maintained an excellent working relationship with the Maryland Energy Administration (MEA), which resulted in a grant opportunity for the installation of electric vehicle charging stations. Assistant Administrator Chandler noted minor costs, of less than \$10,000, to upgrade the electrical at one location. Assistant Administrator Chandler stated that Sergeant Hartnett was a key contributor to the grant.

Councilmember Suiter noted that the grant would cover maintenance costs for the first five (5) years and asked if the City would cover costs after that time. Assistant Administrator Chandler stated that he understood the cost would go back to the State and added that the equipment was on a five (5) year replacement schedule.

Council Vice President Ward asked if any of the charging stations would be solar powered as a backup and Assistant Administrator Chandler stated that he did not believe that to be true. Council Vice President Ward offered thanks to Sergeant Hartnett for his commitment to electric vehicles. Mayor Hollingsworth asked if there was any hesitancy moving the item that evening.

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

10.c Special Event Street Closure Permit (10 minutes) HCC-36-FY18

Lead Sponsor: At the Request of the City Administrator

Co Sponsor: N/A

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[Guidelines_and_Procedures_for_Special_Event_Permits_121217.docx](#)

[Block Party Application_071717 edits.docx](#)

[Block Part Request Form 2009.PDF](#)

Administrator Nicholson introduced the item at hand, noting that there had been an increase in requests for street closures within the City. Administrator Nicholson continued that the City did not have a solid policy in place and highlighted redundancies in staff work. Administrator Nicholson stated that staff got together on several occasions to draft the proposed policy and permit form. Administrator Nicholson noted that staff did not typically bring policy updates to Council but thought this would be a good order to bring forward. Administrator Nicholson added that the proposed policy provided definitions, addressed noise, alcohol, food, and reasons for denial. Administrator Nicholson said that the proposed policy was at 90% completion.

Mayor Hollingsworth invited comments on the proposed policy and stated that it would come back to Council in its final form. Mayor Hollingsworth clarified that the Council would not formally adopt the policy,



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but that the body should be familiar with it. Administrator Nicholson added that the updated policy would be more customer friendly.

Councilmember Lawrence asked if the form would be necessary for a street closure if the City was a co-sponsor of the event, to which Administrator Nicholson confirmed that a form would not be required. Council President Haba asked for clarification on the timeline of the permit and Administrator Nicholson stated that it would give staff lead time. Mayor Hollingsworth asked Council to share questions as they came up.

11) [Council Dialogue](#)

Councilmembers Haba, Ward, Perry, Croslin, Wright, and Spell wished residents happy holidays.

Mayor Hollingsworth noted that the body was meeting for the last time in 2017 and had done a lot of work within that year. Mayor Hollingsworth offered thanks to the staff members who had contributed to making the year a success by delivering on resident expectations. Mayor Hollingsworth wished residents happy holidays and a happy new year.

12) [Community Notices and Meetings](#)

12.a City Calendar: December 19, 2017 - January 8, 2018 HCC-164-FY18

[Cover Page](#) 

[Main City Calendar_December 19, 2017- January 8, 2018.docx](#) 

13) [Motion to Adjourn](#)

The meeting adjourned at 9:52 p.m.

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



Hyattsville City Council Agenda Item Report

Meeting Date: March 5, 2018

Submitted by: Ron Brooks

Submitting Department: Finance

Item Type: Audit

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

SUBJECT

FY-2016 and FY-2017 Audit Update (5 minutes)

HCC-104-FY18

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

- * The FY-2016 audit is in the review stage of the draft audit document. Detailed progress will be given during Treasurer presentation at the Council meeting.
- * Financial Statements are still in draft form and continue to be under review.
- * I anticipate the final 2016 audit report signed off by CohnReznick, management letter and all closing documents to the City within 3 weeks.
- * The FY-2017 audit started on Monday January 22. Auditors have set the review schedule and have received various documents for FY-2017.
- * New GASB announcements that may be required for implementation prior to closeout of FY-2017 are being reviewed.

Next Steps:

Continue to work through all of the audit stages until final completion.

Fiscal Impact:

Late audit filings can result in loss of State Grants and loss of revenues from the State of Maryland.

City Administrator Comments:

See summary background above.

Community Engagement:

N/A

Strategic Goals:

Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?

N/A



Hyattsville City Council Agenda Item Report

Meeting Date: March 5, 2018

Submitted by: Jake Rollow

Submitting Department: Community Services

Item Type: Legislative

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

SUBJECT

FY18 Budget Amendment: Cable Studio

HCC-216-FY18

Recommendation:

I move that the Mayor and Council amend the FY18 PEG Capital Budget and move \$20,000 from cable studio supplies to cable studio contracted services.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Budget Amendment Request - Cable Contracted Services.doc.docx](#)

Summary Background:

When proposing the FY18 budget PEG funds for cable studio renovation, the staff could not determine the proportion of costs required for contracted services versus supplies. As a result, \$50,000 was proposed for each.

As the work progressed, the higher proportion of funding was needed for contracted services. The staff is therefore requesting \$20,000 be moved from the supplies line to contract services line.

These lines are funded with PEG funds, which are paid to the City by cable providers. Therefore, no taxpayer dollars are impacted by this action.

Next Steps:

Move \$20,000 from cable studio supplies to cable studio contracted services.

Fiscal Impact:

\$0

City Administrator Comments:

Recommend Approval

Community Engagement:

The cable studio is a vital tool for community engagement.

Strategic Goals:

Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?

N/A



Memo

To: Ron Brooks, City Treasurer
From: Jake Rollow, Community Services Director
CC: Tracey Nicholson, City Administrator
Mary Ellen Harding, Finance
Jonathan Alexander, Cable and Video Supervisor
Date: February 13, 2018
Re: Community Services Budget Amendment Request

The purpose of this memorandum is to request an amendment to the adopted FY2018 Community Services Budget to ensure that sufficient funds are available for contracted services within the cable division.

Account #	Description	Adopted Budget	Revised Budget	Reprogrammed Amount	New Revised Budget
71-185-047-5399	PEG Contracted Services	50,000.00	50,000.00	20,000.00	20,000.00
71-185-047-5499	PEG Supplies	50,000.00	50,000.00	(20,000.00)	30,000.00



Hyattsville City Council Agenda Item Report

Meeting Date: March 5, 2018

Submitted by: Jake Rollow

Submitting Department: Community Services

Item Type: Legislative

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

SUBJECT

2018 Anniversary Carnival Contract: Snyder Amusements

HCC-218-FY18

Recommendation:

I move that the Mayor and Council authorize the City Administrator to enter into a contract with Snyder Amusements to provide carnival services for the 2018 City Anniversary Carnival, upon the review and approval of the City Attorney for legal sufficiency.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

The City's 132nd Anniversary will be celebrated this spring, and staff seeks authorization to contract with Snyder Amusements for carnival services, including rides, games, and food vendors. This is a different company than the City has used previously. Staff has visited this company's carnivals, and found their provisions to be superior. Additionally, the company has offered the same contract terms as the City has received in past years.

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

The City earns the following:

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

Next Steps:

Authorization to enter into agreement with Snyder Amusements.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

The City Carnival will be held April 12-15.

Strategic Goals:

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

Legal Review Required?

Pending



Hyattsville City Council Agenda Item Report

Meeting Date: March 5, 2018

Submitted by: Lesley Riddle

Submitting Department: Public Works

Item Type: Purchase

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

SUBJECT

Solid Waste Truck #61 Repairs

HCC-215-FY18

Recommendation:

I move that the Mayor and Council approve the repairs to Solid Waste vehicle SW#61 to be preformed by Johnson Truck Center, at a cost not to exceed \$15,000.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

This is an emergency repair request. Solid Waste Vehicle #61 is over ten years old and is in need of major repairs. The transmission needs to be replaced, as well as a fuel leak and brake light relay repair. This type of transmission and brake failure is common for a heavy vehicle of this age and type.

The staff recommends repair rather than a replacement at this time. The cost to replace this vehicle would be over \$200,000. Once the transmission and other major components are replaced the vehicle should safely and efficiently operate for several more years.

Next Steps:

With Council approval staff will schedule the truck repairs.

Fiscal Impact:

The funds for this repair are in the DPW operating budget.

City Administrator Comments:

Recommend Approval

Community Engagement:

None

Strategic Goals:

Goal 4 – Foster Excellence in all City Operations

Legal Review Required?

N/A



Hyattsville City Council Agenda Item Report

Meeting Date: March 5, 2018

Submitted by: Nicola Konigkramer

Submitting Department: Legislative

Item Type: Appointment

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

SUBJECT

Re-Appointment to Police and Public Safety Citizens' Advisory Committee

HCC-226-FY18

Recommendation:

I move that the Mayor and Council re-appoint Timothy Epp (Ward 2) to the Police and Public Safety Citizens' Advisory Committee for a term of 2 years, ending on March 5, 2020.

Sponsor(s):

Perry

Co-Sponsor(s):

Croslin

ATTACHMENTS

[Epp_Redacted Application .pdf](#)

Summary Background:

See attached application.

Next Steps:

Upon appointment, the staff liaison will reach out to the appointee to inform them of their reappointment. Please note all meetings of the committee are open to the public.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Support

Community Engagement:

Agendas for the Police and Public Safety Advisory Committee Meetings will be 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

Profile

Timothy

First Name

Epp

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 2

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Police & Public Safety Citizens' Advisory Committee: Submitted

Referred By:

Biographical Statement

20-year resident of Hyattsville with five grown children raised in Hyattsville and attended public school in Prince George's County. A public servant working for the U.S. federal government. A lawyer, graduated with honors from Harvard Law School in 1990, with extensive civil litigation experience and experience negotiating agreements on behalf of the U.S. government. And, a manager overseeing a staff of attorneys.



Hyattsville City Council Agenda Item Report

Meeting Date: March 5, 2018

Submitted by: Laura Reams

Submitting Department: City Clerk

Item Type: Legislative

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

SUBJECT

Cancel Budget Work Session of March 14, 2018

HCC-227-FY18

Recommendation:

I move that the Mayor and Council cancel the Council Budget Work Session scheduled for Wednesday, March 14, 2018. The introduction of the FY-2019 budget will be scheduled for Wednesday, March 28, 2018.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[2018 Council Meeting Calendar_REVISED MARCH 2018.pdf](#)

Summary Background:

Staff recommends cancelling the Budget Work Session scheduled for March 14. An updated Budget calendar is attached and the budget schedule is listed below.

Wednesday, March 28, 8 PM: Introduction of FY19 Budget and Departmental Budget Presentations

Monday, April 16, 7:30 PM: Public Hearing on the Proposed FY19 Real Property Tax Rate

Monday, April 16, 8:00 PM: Continue Departmental Budget Presentations

Friday, April 27: Deadline for Submission of Council Budget Amendments

Monday, May 7, 8 PM: Discuss/Vote on Council Budget Amendments

Monday, May 21, 8 PM: First Reading of FY19 Budget

Monday, June 4, 8 PM: Adoption of FY19 Budget

Next Steps:

The City will publish notice of the meeting cancellation.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Support

Community Engagement:

Notice of the meeting cancellation will be posted on the City's website and sent to Notify Me subscribers.

Strategic Goals:

Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?

N/A



CITY OF HYATTSVILLE, MD

2018 COUNCIL REGULAR & BUDGET MEETING SCHEDULE - REVISED MARCH 5, 2018

This schedule may be subject to change. The first and third Monday of the month are reserved for City Council Meetings per City Charter. Meetings & Work Sessions begin at 8:00 p.m. unless otherwise noted. Adopted by the Mayor & Council on November 20, 2017.

JANUARY

Monday	8	8:00 PM	Regular Council Meeting
Wednesday	17	8:00 PM	FY19 Budget Work Session: <i>Council Budget Priorities</i>
Monday	22	8:00 PM	Regular Council Meeting

FEBRUARY

Monday	5	8:00 PM	Regular Council Meeting
Tuesday	20	8:00 PM	Regular Council Meeting

MARCH

Monday	5	8:00 PM	Regular Council Meeting
Wednesday	14	8:00 PM	FY19 Budget Work Session : CANCELLED
Monday	19	8:00 PM	Regular Council Meeting
Wednesday	28	8:00 PM	FY19 Budget Work Session: <i>Departmental Presentations</i>

APRIL

Monday	2	8:00 PM	Regular Council Meeting
Monday	16	7:30 PM	Public Hearing: <i>FY19 Real Property Tax Rate</i>
	16	8:00 PM	Regular Council Meeting: <i>Departmental Presentations</i>

MAY

Monday	7	8:00 PM	Regular Council Meeting: <i>Council Budget Amendments</i>
Monday	21	8:00 PM	Regular Council Meeting: <i>1st Reading of FY19 Budget</i>

JUNE

Monday	4	8:00 PM	Regular Council Meeting: <i>Adoption of FY19 Budget</i>
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JULY

Monday	16	8:00 PM	Regular Council Meeting
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AUGUST

Monday	6	8:00 PM	Regular Council Meeting
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SEPTEMBER

Monday	17	8:00 PM	Regular Council Meeting
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OCTOBER

Monday	1	8:00 PM	Regular Council Meeting
Monday	15	8:00 PM	Regular Council Meeting

NOVEMBER

Monday	5	8:00 PM	Regular Council Meeting
Monday	19	8:00 PM	Regular Council Meeting

DECEMBER

Monday	3	8:00 PM	Regular Council Meeting
Monday	10	8:00 PM	FY20 Budget Work Session: <i>Council Budget Priorities</i>
Monday	17	8:00 PM	Regular Council Meeting



Hyattsville City Council Agenda Item Report

Meeting Date: March 5, 2018

Submitted by: Anthony DeSantis

Submitting Department: Community Services

Item Type: Proclamation

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

SUBJECT

Proclamation of Women's History Month

HCC-228-FY18

Recommendation:

I move that the Mayor and Council proclaim March as Women's History Month in Hyattsville.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Womens History Month 2018.docx](#)

Summary Background:

March is Women's History Month.

Next Steps:

Proclaim March as Women's History Month in Hyattsville

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

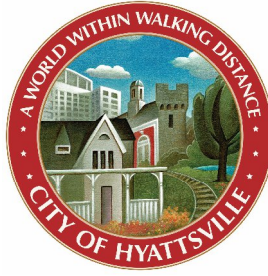
Public events have been planned and promoted for Women's History Month.

Strategic Goals:

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

Legal Review Required?

N/A



**PROCLAMATION CELEBRATING MARCH 2018
AS WOMEN'S HISTORY MONTH
IN THE CITY OF HYATTSVILLE**

The City of Hyattsville proclaims March 2018 as Women's History Month, a time for all to celebrate the leadership and contributions of women from all backgrounds to our local and global communities.

WHEREAS, our community strives to foster equality, celebrate diversity, promote understanding, and support the needs and aspirations of all residents; and

WHEREAS, our local, state, national, and global communities have always benefited from the leadership and service of women; and

WHEREAS, in the face of exclusion from American society and democracy, women nevertheless persisted in all fields, proving they were capable of all that men could do and more; and

WHEREAS, women own many of Hyattsville's local businesses, and serve as leaders and laborers in even more enterprises throughout our community; and

WHEREAS, we acknowledge that the work is not yet done in supporting our sisters as they shatter the glass ceilings that still hold our society back from reaching its full potential;

NOW, THEREFORE BE IT RESOLVED, that Hyattsville join communities around the nation in celebrating March 2018 as Women's History Month, with the moving theme of "Nevertheless, She Persisted," as we reflect on the amazing triumphs that women from all backgrounds continue to make here and around the world.

Candace B. Hollingsworth
Mayor
City of Hyattsville

March 5, 2018



Hyattsville City Council Agenda Item Report

Meeting Date: March 5, 2018

Submitted by: Hal Metzler

Submitting Department: Public Works

Item Type: Budget

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

SUBJECT

FY18 Budget Amendment: Funds Transfer for Magruder Park Facility Improvements (10 minutes)

HCC-209-FY18

Recommendation:

I move that the Mayor and Council amend the FY18 Capital Budget to move \$50,000 from the Professional Services-Architects/Engineers-3505 Hamilton Street Capital Improvement Budget to Capital Outlay/Building/MP-RC Maintenance Capital Improvement Budget to cover storage and facility improvements.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

The City Council currently has approved construction and renovations projects at the Departments of Public Works Facility and at 3505 Hamilton Street. These projects are underway resulting in the temporary shortage of space and a requirement for storage. To alleviate this shortage the Department Public Works evaluated several options and determined the most cost effective solution is renovating existing storage space and constructing a new prefabricated metal garage on an existing slab at Magruder Park. The requested funds will pay for HVAC upgrades, garage doors, permits, lights, security, and other modifications and upgrades.

Next Steps:

N/A

Fiscal Impact:

Transfer of \$50,000 within the Capital Improvements Budget.

City Administrator Comments:

Recommend Approval

Community Engagement:

N/A

Strategic Goals:

Goal 4 – Foster Excellence in all City Operations

Legal Review Required?

N/A



Hyattsville City Council Agenda Item Report

Meeting Date: March 5, 2018

Submitted by: Hal Metzler

Submitting Department: Public Works

Item Type: Budget

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

SUBJECT

FY18 Budget Amendment: Arundel Place Water and Sewer Upgrade (10 minutes)

HCC-210-FY18

Recommendation:

I move that the Mayor and Council direct the City Administrator to negotiate and execute an agreement with Washington Suburban Sanitary Commission (WSSC) to share the cost of water and sewer upgrades on Arundel Place to serve the new building construction at the Department of Public Works Facility, at a cost not to exceed \$400,000, upon review for legal sufficiency. Additionally, I move that the Mayor and Council amend the FY18 CIP budget to move \$400,000 from the Street Capital Improvement Budget to DPW Compound Capital Improvement Budget to cover the City's estimated portion of the Cost.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

The City Council approved a Design Build contract with Keller Construction Management to renovate the Department of Public Works facilities. The design phase required a complete analysis of the existing utility lines on Arundel place and the water pressure to the facility. The analysis determined that the water and sewer lines are undersized and not adequately supporting the existing facility. In addition, they would need to be upgraded to support future upgrades and renovations and comply with Health and Life Safety codes. The City staff has been working with Johnson, Mirmiran, & Thompson (JMT) and WSSC to design the required upgrades. The staff has also requested WSSC share in the upgrade costs because Arundel Place is a publicly dedicated road. Construction of the DPW facility is scheduled to begin this spring. Sewer and water line upgrades must be completed before the City can proceed with facility renovation work, obtain permits, remain on schedule, and avoid cost overruns. Current estimates for construction of the upgraded water and sewer mains are approximately \$350-375,000 with a design cost of approximately \$75,000.

Next Steps:

The City Administrator will negotiate and finalize an MOU with WSSC, pending review by the City Attorney for legal sufficiency.

Fiscal Impact:

Transfer of \$400,000 within the Capital Improvements Budget.

City Administrator Comments:

Recommend Support

Community Engagement:

TBD

Strategic Goals:

Goal 4 – Foster Excellence in all City Operations

Legal Review Required?

Pending



Hyattsville City Council Agenda Item Report

Meeting Date: March 5, 2018

Submitted by: Jake Rollow

Submitting Department: Community Services

Item Type: Legislative

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

SUBJECT

FY18 Budget Amendment: Magruder Park Reimagination (10 minutes)

HCC-217-FY18

Recommendation:

I move that the Mayor and Council amend the FY18 DPW Operating budget to include an additional appropriation of \$51,000 for the Magruder Park Reimagination Project and authorize the City Administrator to negotiate a contract with the Neighborhood Design Center for the contract at a cost not to exceed \$51,000, upon the review and approval by the City Attorney for legal sufficiency.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Firm_Selection_Memo_Magruder_Reimagination.docx](#)

Summary Background:

Council appropriated \$20,000 in the CIP for a contract to conduct a Reimagining of Magruder Park. Staff released an RFP and the best value proposals both had prices of approximately \$51,000. The \$20,000 originally budgeted in the CIP will be used to cover the unexpected HVAC repairs at Magruder Park.

Next Steps:

Negotiate contract and create timeline for work.

Fiscal Impact:

\$51,000

City Administrator Comments:

Recommend Approval

Community Engagement:

This would be a community engagement project.

Strategic Goals:

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

Legal Review Required?

Pending



Memo

To: Mayor and Council
From: Jake Rollow, Community Services Director
CC: Tracey Nicholson, City Administrator
Ron Brooks, City Treasurer
Date: February 13, 2018
Re: Magruder Reimagination Firm Selection

This memo provides information and a recommendation to the Mayor and Council regarding the selection of a firm to conduct a reimagination of Magruder Park.

Request for Proposals

In October of 2017 the City released a request for proposals from firms that could conduct community outreach and create a concept design for Magruder Park. Specifically, the scope of work included the following:

1. Review of existing park conditions to include a site inventory, with the history and context of the park and surrounding ecosystem.
2. Site analysis with review of existing physical, biological, and cultural features of the park.
3. Community oriented design development thru public engagement with residents and park users to gather information and solicit input.
4. Concept design. Develop visions and concept plans of what the park could become while considering environmental, infrastructure and social opportunities and constraints.

Proposals and Interviews

Five firms submitted proposals. Staff reviewed them and determined that two merited interviews– Neighborhood Design Center and L2H. Both those proposals suggested logical ways to achieve the scope of work at costs near \$50,000. The remaining proposals were all found to have at least one significant flaw, and two of them quoted higher costs. The firm that submitted the lowest price (\$38,000) was the least desirable proposal.

The following information was elicited in the interviews.

- Both firms demonstrated that they could competently carry out all four major aspects of the project.
- Neighborhood Design Center suggested a more creative and thorough proposal for community outreach. Specifically, they said that in addition to focus group activities they would carry out intercept surveys with park user (who would be unlikely to attend a focus group). Also, the plan to subcontract with an outreach firm that specializes in reaching the Hispanic population by using a “promotora” approach, whereby Hispanics in the community are given a stipend to recruit other Hispanics to participate in focus group activities.

Price Comparison

Neighborhood Design Center – \$50,590

L2H – \$50,575

Selection Recommendation

Based on the information above, staff recommends that the Mayor and Council appropriate an additional \$51,000 for this project and authorize the City Administrator to negotiate a contract with Neighborhood Design Center. This is for two primary reasons:

1. Of the five proposals submitted, Neighborhood Design Center had the strongest proposal, with an exceptionally strong community outreach plan.
2. Neighborhood Design Center’s price was nearly the same as the second best proposal, and significantly lower than two of the other firms.



Hyattsville City Council Agenda Item Report

Meeting Date: March 5, 2018

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Planning & Development

Agenda Section: Discussion Items (9:00 p.m. - 9:10 p.m.)

SUBJECT

Sacred Heart Home DSP-17053 (10 minutes)

HCC-222-FY18

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Sacred Heart Discussion Memo - FINAL\[39327\].docx](#)

[SacredHeart_DSP-17053.pdf](#)

[111417 Sacred Heart Home 11x17 Presentation Drawings.pdf](#)

[Planning Committee Minutes - 01.16.2018.doc](#)

Summary Background:

The applicant is proposing razing of an existing 74,545 sq. ft. Nursing Home & Convent facility and construction of a modern 69,430 sq.ft. facility with identical uses.

The applicant is proposing a significant renovation of a non-conforming use (it is not permitted 'by-right') within the Gateway Arts District Table of Uses. M-NCPPC has determined that the applicant is required to file for a Preliminary Plan of Subdivision and Detailed Site Plan and that the approval of the M-NCPPC Planning Board is required prior to the applicant proceeding with any of the proposed modifications to the property.

Next Steps:

The item is scheduled to come back to the City Council for consideration of "Action" agenda on March 19, 2018. At this time, the Planning Board date for the project has not been scheduled, but we anticipate a hearing to take place in April 2018.

Fiscal Impact:

N/A

City Administrator Comments:

City Staff is supportive of the proposed Detailed Site Plan application and recommends that the City Council support the application without conditions. The minutes from the January meeting are attached.

Community Engagement:

On January 16, 2018, the applicant met with the Hyattsville Planning Committee to present and discuss the subject property. Planning Committee members were supportive of the application as presented.

Strategic Goals:

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

Legal Review Required?

N/A



Memo

To: Mayor and City Council

CC: Tracey Nicholson, City Administrator

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

Date: February 23, 2018

Re: DSP-17053: Sacred Heart Home

Attachments: 111417 Sacred Heart Home Presentation Drawings
Planning Committee Minutes – 01.16.2018

The purpose of this memorandum is to provide the Mayor and members of the City Council with information on Detailed Site Plan (DSP) 17053 -Sacred Heart Home.

- The applicant is proposing razing of an existing 74,545 sq. ft. Nursing Home & Convent facility and construction of a modern 69,430 sq.ft. facility with identical uses.
- The applicant is proposing a significant renovation of a non-conforming use (it is not permitted 'by-right') within the Gateway Arts District Table of Uses. M-NCPPCP has determined that the applicant is required to file for a Preliminary Plan of Subdivision and Detailed Site Plan and that the approval of the M-NCPPC Planning Board is required prior to the applicant proceeding with any of the proposed modifications to the property.
- The applicant evaluated the feasibility of renovating of the current facility and determined that the cost was prohibitive and the 'institutional' layout of the post-WWI constructed facility would fail to meet the programmatic needs of the organization.
- City Staff is supportive of the proposed Detailed Site Plan application and recommends that the City Council move to support the application without conditions.

Project Details

The Sacred Heart property is located at 5805 Queens Chapel Road. The property is 8.91 acres and currently has three structures on site: a nursing home, a convent, and a priest's home. The applicant is proposing razing of an existing 74,545 sq. ft. Nursing Home & Convent facility and construction of a modern 69,430 sq.ft. facility with identical uses.

The applicant is proposing redevelopment of the site with a continuation of the existing 'non-conforming' use to include construction of a new facility with adjacent, connected structures and the permanent demolition of the priest quarters, as well as the demolition and reconstruction of both the convent and nursing home.

The property is zoned R-55 and exists within the Traditional Residential Neighborhood character area of the Gateway Arts District Sector Plan. The nursing home is a certified non-conforming use, as it was built in 1926, long before the Gateway Arts District plan was enacted. As a certified non-conforming use, the property is permitted to continue as a nursing home, so long as the use is uninterrupted for a period of no more than 6-months.

The applicant evaluated the feasibility of renovating of the current facility and determined that the cost was prohibitive and even if financially viable, the post WWI 'institutional' layout of the facility would fail to meet the modern programmatic needs of the organization and its residents.

The applicant plans to phase the project to avoid any lapse in operation or care for its current residents. The applicant is proposing a significant renovation of a non-conforming use (it is not permitted 'by-right') within the Gateway Arts District Table of Uses. M-NCPPC has determined that the applicant is required to file for a Detailed Site Plan and that the approval of the M-NCPPC Planning Board is required prior to the applicant proceeding with any of the proposed modifications to the property.

The applicant has advised the City that the project will likely occur in three phases.

- Phase I: Razing of the convent and rebuilding of it in its current location;
- Phase II: Construction of the new residential facility and transferring residents to the new building;
- Phase III: Razing of the existing building and construction of a breezeway connecting the convent to the nursing home.

The current nursing facility has a maximum occupancy of 100-beds and the new building will have a reduction to a maximum of 44-beds. The applicant is proposing new facilities with a reduced total square footage of 5,000 square feet, however the current facility is multi-story and the new facilities will have a one and a half-story building layout, resulting in an increase in the net building footprint on the site.

The applicant proposes to retain the current parking lot to park the site. Due to the lowered facility occupancy, the existing lot is sufficient to meet the Prince George's County parking requirements. Once the residents have transferred to the new nursing facility, the existing building will be razed and that area will be landscaped to create a walking path/sitting space for residents.

Associated Development Review

For the purposes of meeting technical requirements, this development will need to go through the minor subdivision process. Due to its categorization as a minor subdivision, there is no public hearing and it will receive its review (approved/denied) administratively by the M-NCPPC Director. City Staff does not anticipate providing comments specific to the subdivision application.

Variance Requests

The applicant is not seeking any variances for the project.

Planning Committee Review

On January 16, 2018, the applicant met with the Hyattsville Planning Committee to present and discuss the subject property. Planning Committee members were generally supportive of the application as presented. The Committee stated a few concerns regarding stormwater management and tree loss. The applicant detailed the stormwater management concept plan, and also provided explained the rationale for building the new home adjacent to, instead of in place of, the current nursing facility. Committee members also recommended that the applicant make efforts to engage adjacent owners, which the applicant has complied with by scheduling a public “open house” to inform nearby residents about the plans and their estimated time schedule. The minutes from the January meeting are attached to this memo.

Staff Review and Recommendations

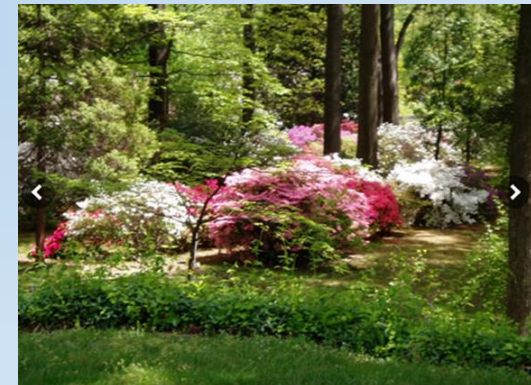
The project takes place wholly on property owned by the Sisters Servants of Mary Immaculate, and due to the large size and wooded nature of the property, will have minimal effects on the surrounding neighborhood. Generally, the existing and proposed use are considered ‘low-trip generation’. Vehicular access will continue through Queen’s Chapel Road, and the reduction in occupancy is likely to generate less daily vehicle trips in the future that the facility does now.

The applicant will be required by M-NCPPC to meet all applicable Stormwater Management and Landscape Manual requirements.

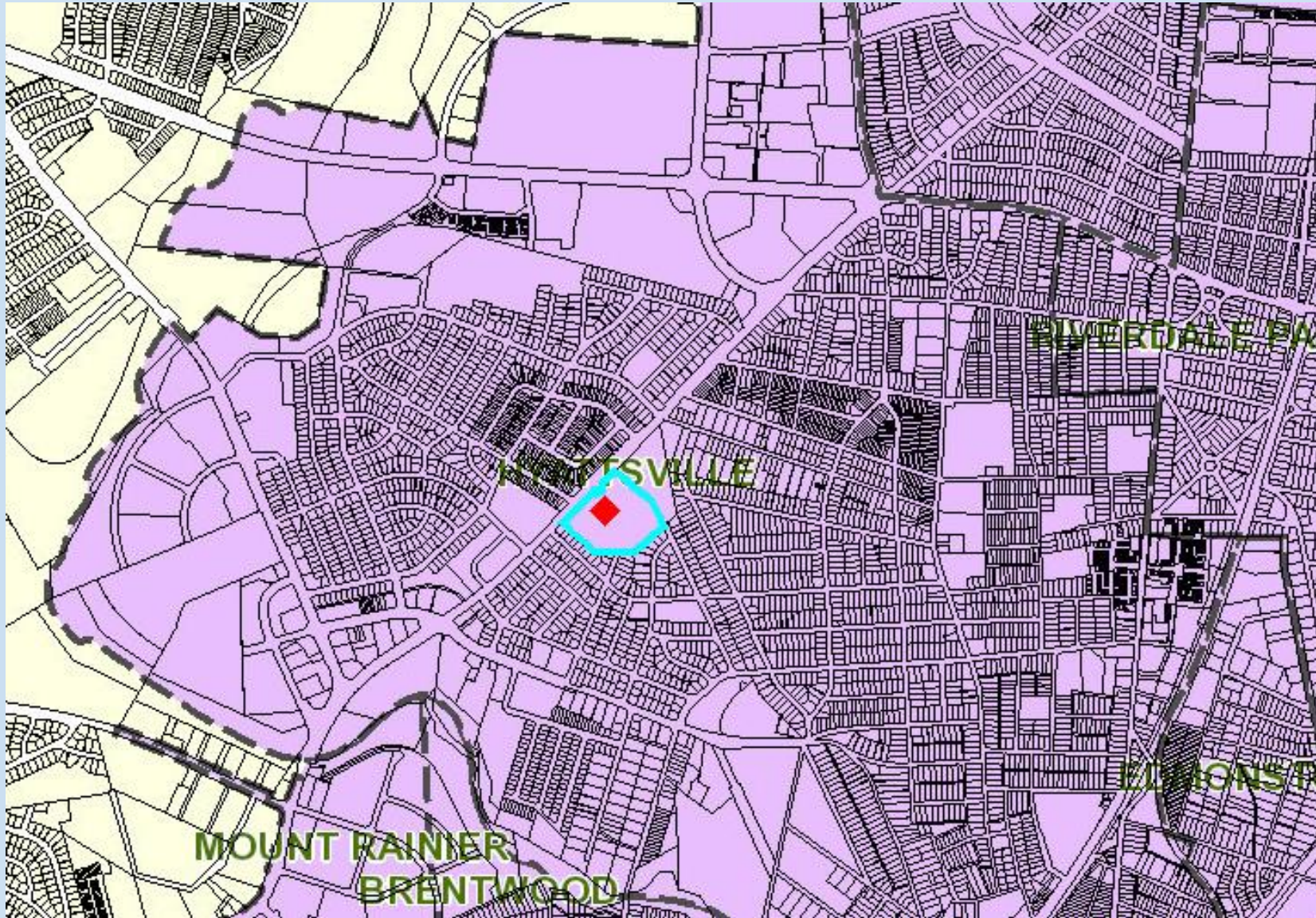
City Staff is supportive of the proposed Detailed Site Plan application and recommends that the City Council move to support the application without conditions.

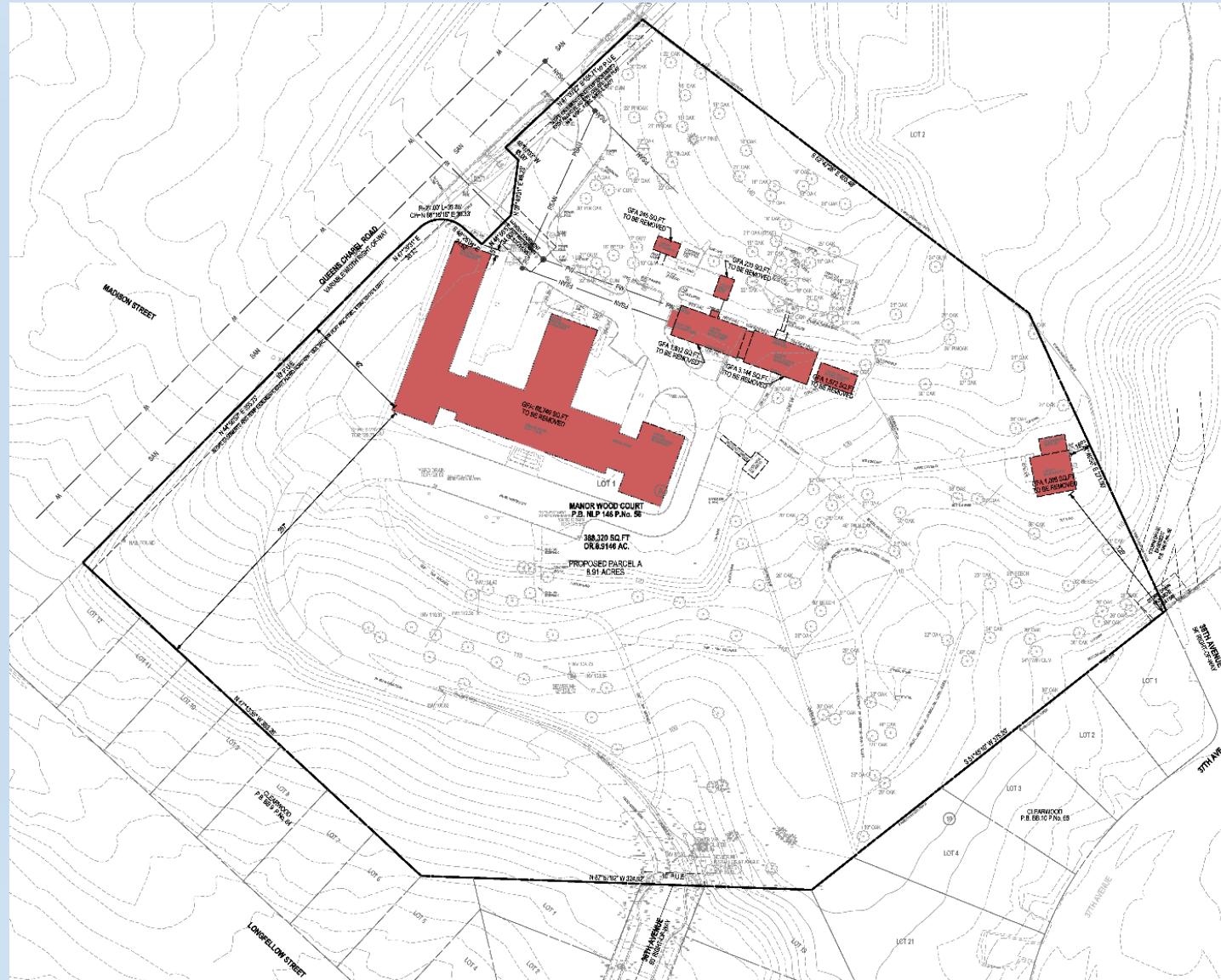
Next Steps

The Sacred Heart project is scheduled to come before the City Council for “Discussion” on March 5, 2018. The item is scheduled to come back to the City Council for consideration of “Action” agenda on March 19, 2018. At this time, the Planning Board date for the project has not been scheduled, but we anticipate a hearing to take place in April 2018.

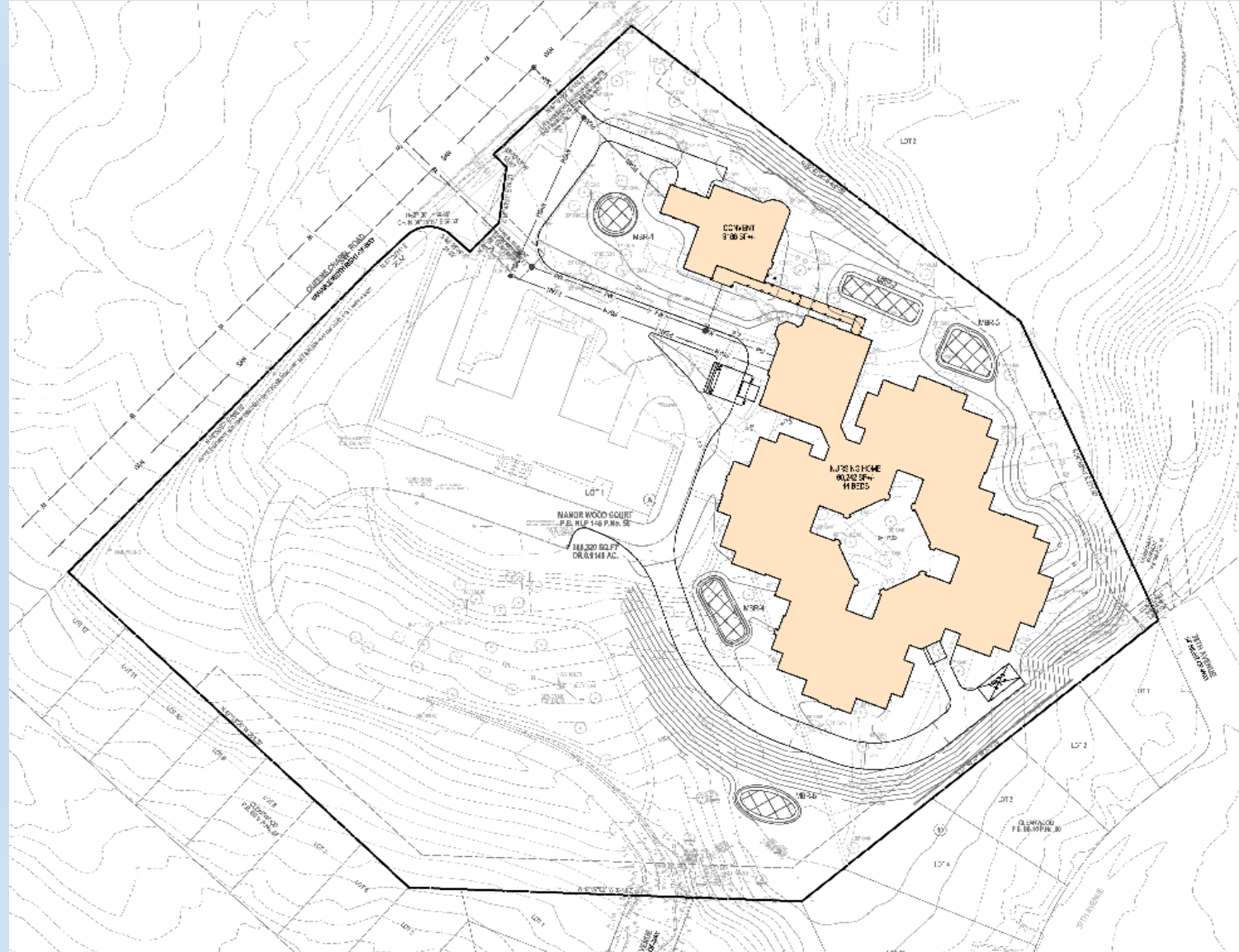








Existing Site & Buildings



Proposed Site-New Nursing Home and Convent

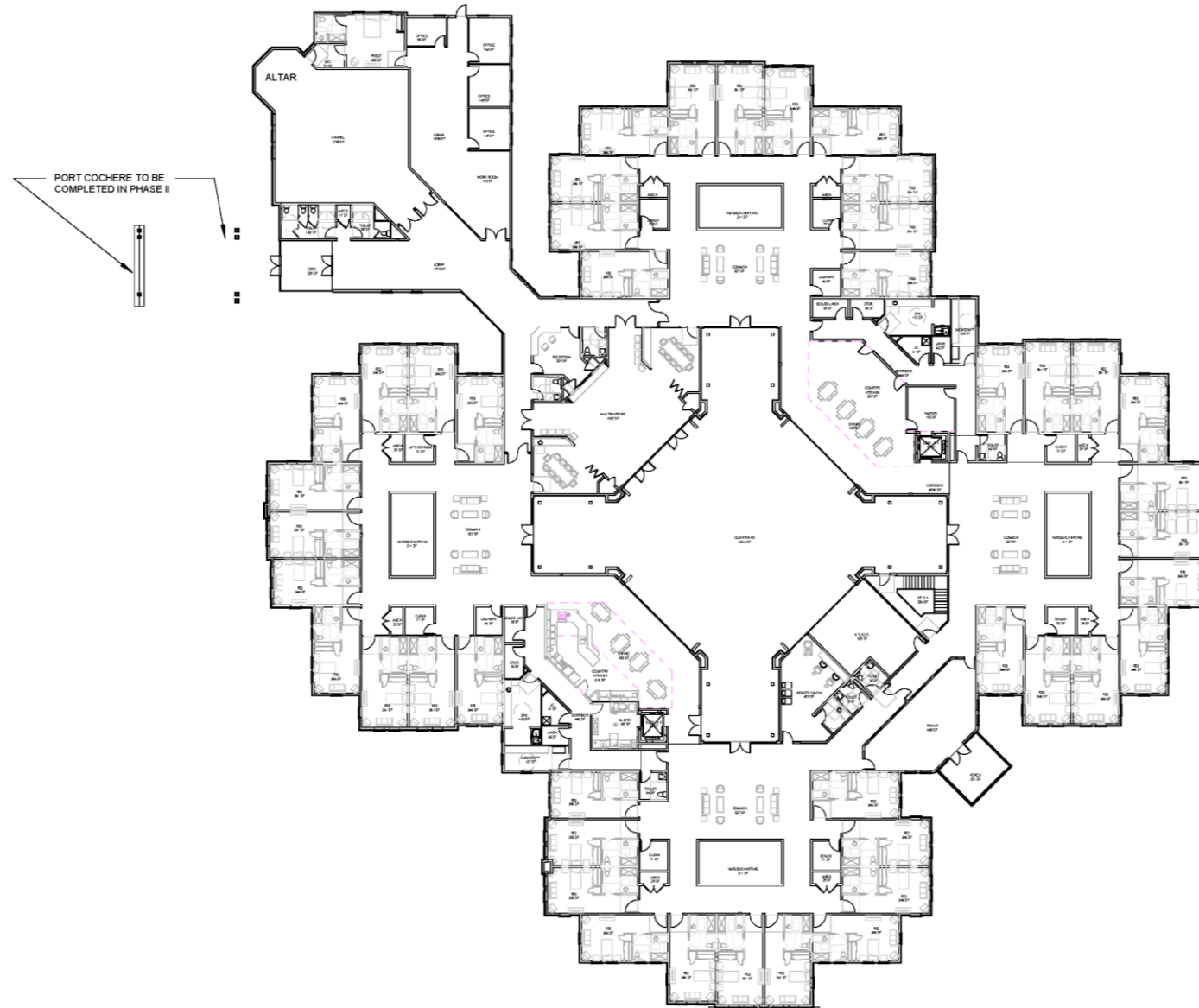
DSP-17053

Existing Acreage: 8.91 Acres

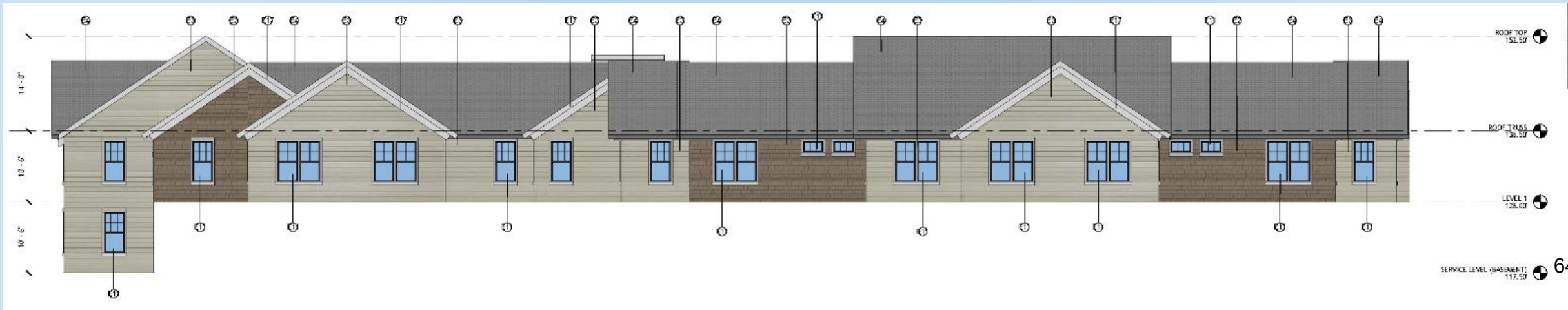
Existing Zoning: R-55

**Sector Plan: Gateway Arts-Traditional
Residential Neighborhood**

Existing Use:	Nursing Home & Convent	Proposed Use:	Nursing Home & Convent
Number of Beds:	100 Beds	Number of Beds:	44 Beds
Existing SF:	74,545 sf.	Proposed SF:	69,430 sf.
			Convent: 9,188 sf
			Nursing Home: 60,242 sf



Nursing Home First Floor Plan





① NURSING HOME EAST ELEVATION
1/32" = 1'-0"



② NURSING HOME NORTH ELEVATION
1/32" = 1'-0"

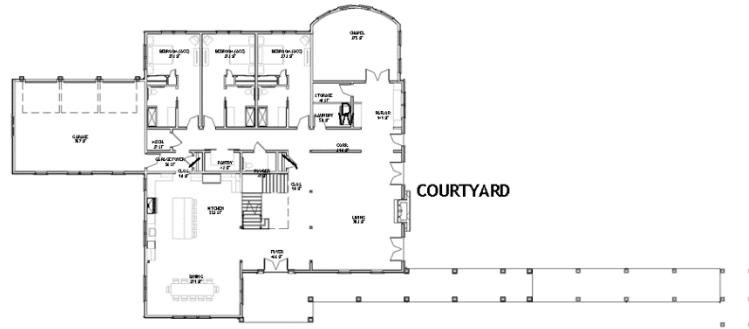




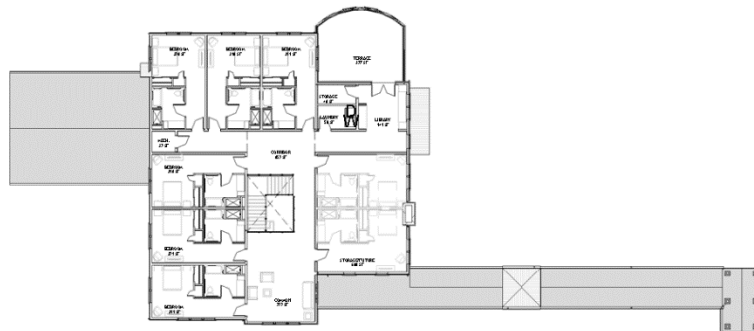
① NURSING HOME SOUTH ELEVATION
1/32" = 1'-0"



② NURSING HOME WEST ELEVATION
1/32" = 1'-0"



① CONVENT LEVEL 1
1/32" = 1'-0"



② CONVENT LEVEL 2
1/32" = 1'-0"



⑤ SOUTH ELEVATION Copy 2
1/32" = 1'-0"



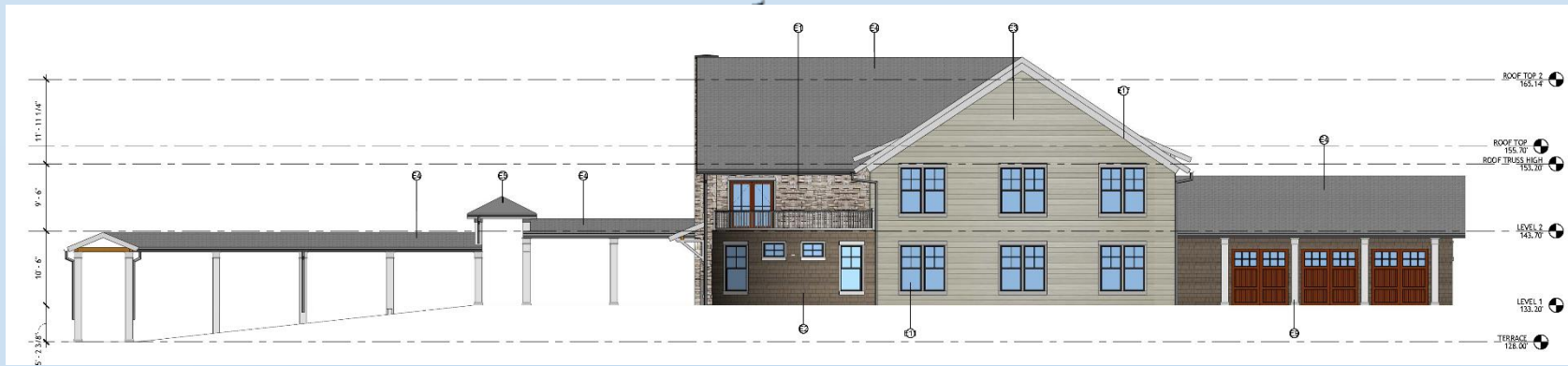
⑥ WEST ELEVATION Copy 2
1/32" = 1'-0"



③ CONVENT EAST ELEVATION
1/32" = 1'-0"

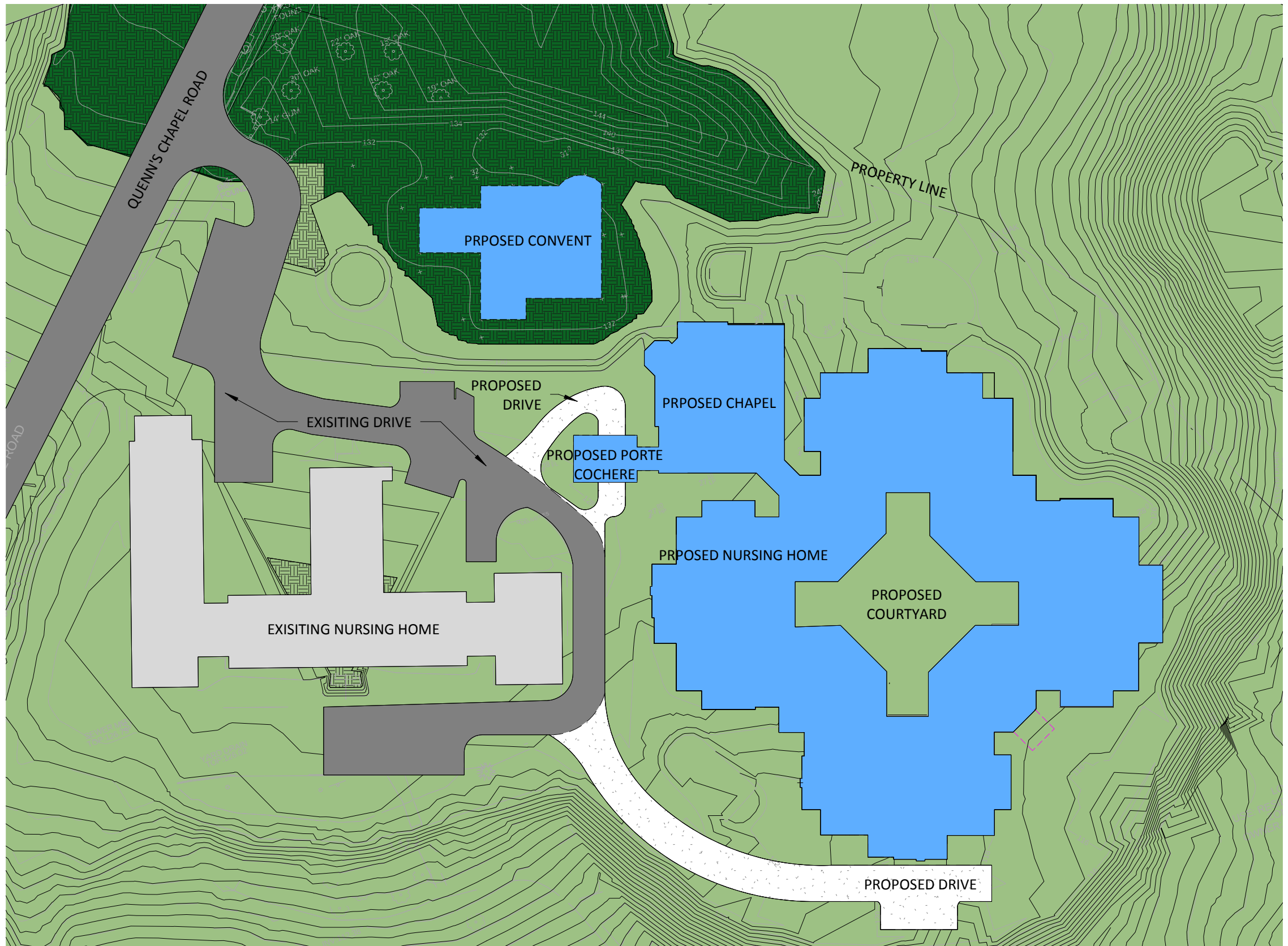


④ NORTH ELEVATION Copy 2
1/32" = 1'-0"



Convent Elevations

DSP-17053



SACRED HEART REPLACEMENT NURSING COMMUNITY

5805 QUEEN'S CHAPEL ROAD
HYATSVILLE, MD 20782

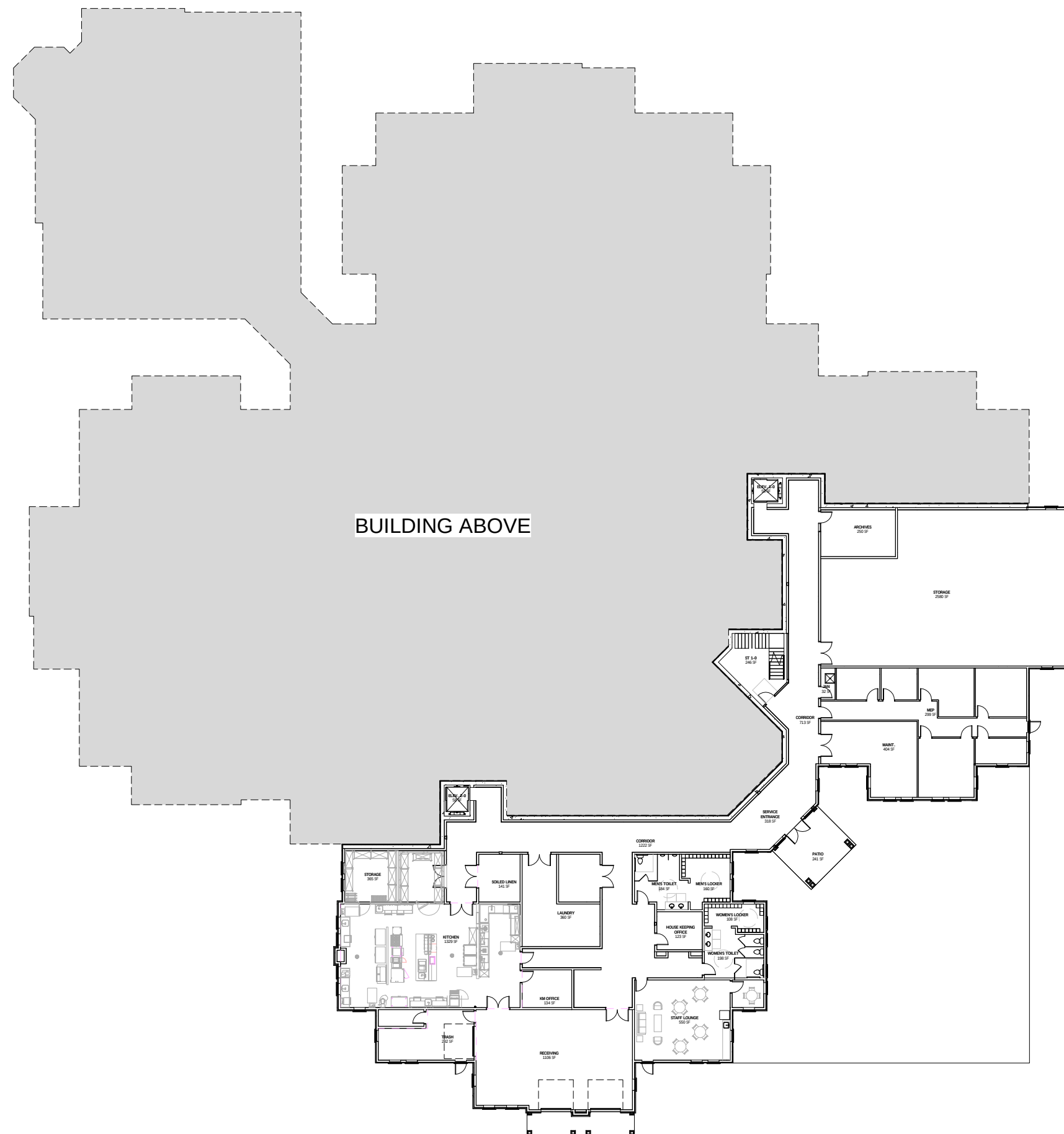
CON 11x17 - PLOT PLAN

Scale: 1" = 60'-0"

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11.14.2017

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SACRED HEART REPLACEMENT NURSING COMMUNITY

5805 QUEEN'S CHAPEL ROAD
HYATTSVILLE, MD 20782

Service Level - Overall Floorplan

Scale: 1/32" = 1'-0"

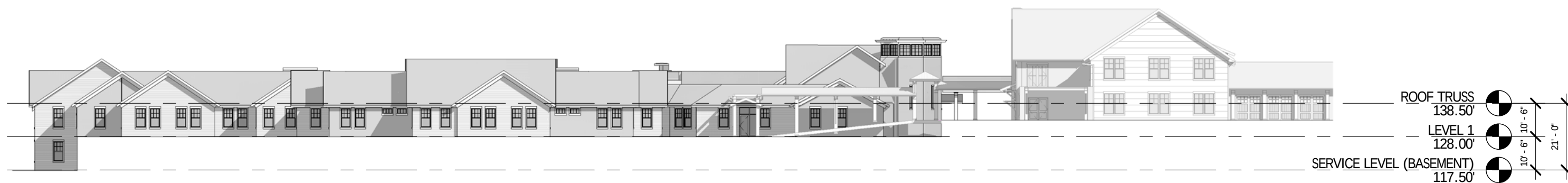
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① NURSING HOME EAST ELEVATION
1/32" = 1'-0"



② NURSING HOME NORTH ELEVATION
1/32" = 1'-0"

SACRED HEART REPLACEMENT NURSING COMMUNITY

5805 QUEEN'S CHAPEL ROAD
HYATTSVILLE, MD 20782

EXTERIOR ELEVATIONS
Scale: 1/32" = 1'-0"

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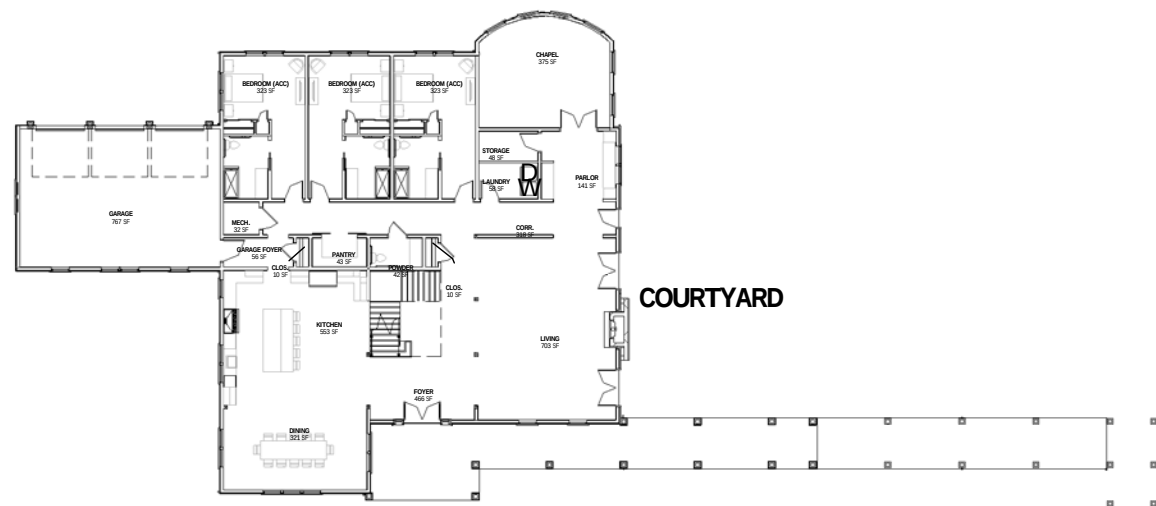
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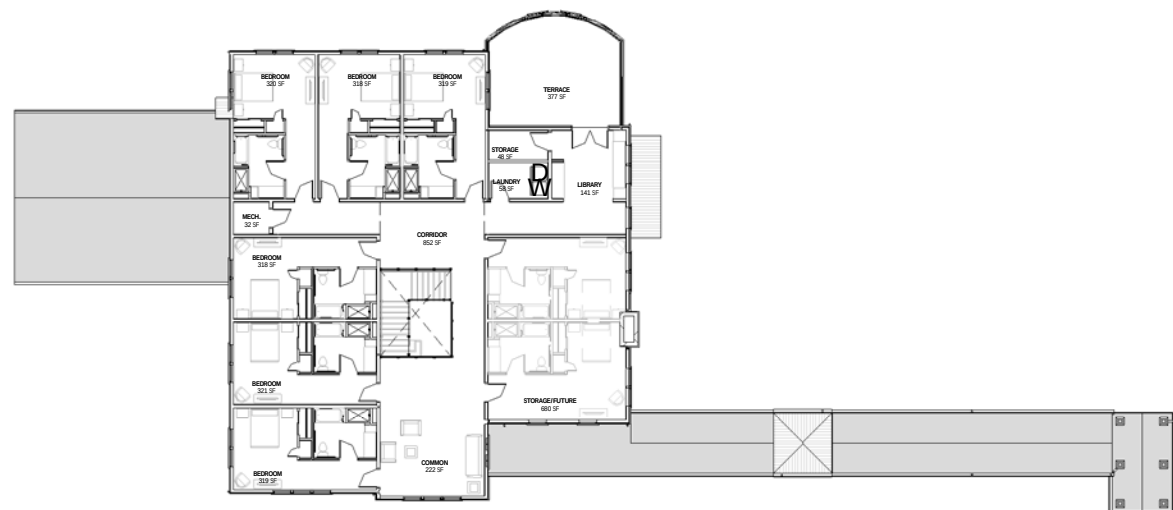
① NURSING HOME SOUTH ELEVATION
1/32" = 1'-0"



② NURSING HOME WEST ELEVATION
1/32" = 1'-0"



① CONVENT LEVEL 1
1/32" = 1'-0"



② CONVENT LEVEL 2
1/32" = 1'-0"



⑤ SOUTH ELEVATION Copy 2
1/32" = 1'-0"



⑥ WEST ELEVATION Copy 2
1/32" = 1'-0"



③ CONVENT EAST ELEVATION
1/32" = 1'-0"



④ NORTH ELEVATION Copy 2
1/32" = 1'-0"

CITY OF HYATTSVILLE
PLANNING COMMITTEE AGENDA
JANUARY 16, 2018

1. Introduction of Committee & Guests Members (7:36 PM)
 - Todd Dengel
 - Wil Maxwell
 - Nkosi Yearwood
 - David Marshall
 - Thomas Wright
 - Thomas Sheffer
 - Mike Bello
 - Jim Chandler
 - Katie Gerbes
 - Chad Bederka – HCM Architects
 - Joe Welkie Jr – Bayview Enterprises
 - David Bickel – Soltesz
 - Sister Vacha Kludziak – Sacred Heart Home
 - Sister Mary Imiolek – Sacred Heart Home
 - Larry Taub – O'Malley, Miles, Nylén & Gilmore
2. Committee Business (7:37 PM)
 - Adoption of Minutes from November 2017
 - o Minutes could not be adopted at the start of the meeting because a quorum was not present
 - o Minutes adopted unanimously at 8:28 PM
 - Next Meeting: February 27, 2018
3. Sacred Heart Home (7:38 PM)
 - Sacred Heart home is a nursing home located on Queens Chapel Road and has been there since 1926
 - Seeking to rebuild the nursing home, as well as the convent located on the property
 - Convent is not large enough to house all the sisters, so would like to construct a new convent building
 - Current facility for residents is outdated, very medical in nature, without much privacy or many amenities.
 - Building is in a state of disrepair with costly renovations as a result of being over 90 years old.
 - Project would occur in three phases. Phase 1 would involve the demolition the convent and rebuilding it in its current location. Phase II would be building the new residential facility, moving residents over, then demolishing the existing

facility. Phase III would be building a breezeway to connect the convent to the residential facility.

- New residential facility will accommodate 44 residents, down from the current capacity of 100. It would be laid out to be 4 “neighborhoods” of 11 residents, where each neighborhood has its own living and communal spaces.
 - Square footage will be reduced from 74,545 sqft to 69,430 sqft.
- Will be going through a DSP process because nursing home is not a permitted use for this zoning or character area within the Gateway Arts District Sector Plan. The nursing home predates the plan, so it is a certified non-conforming use, and we are allowed to expand/alter through the DSP process.
- DM: Is the building two story or three stories?
 - Nursing home is a story and a half
 - DM: Plans to expand that in the future?
 - No
- TS: is the plan to just leave open space where the current building is now?
 - Yes, we will landscape it and make it a place where residents can go outside on nice days. It could include fountains, plants, etc., and will be wheelchair accessible
 - Will be using existing parking for the new facility, except for a few handicapped spaces that will need to be added
 - TS: It is a loss of trees in the area
 - Yes, but not that many. Many are old and have caught lightning
- TS: What sort of outreach has been done in the area?
 - There aren't many neighbors, because the property is at a steep grade and heavily treed. Informational mailings have gone out to neighbors and will be hosting a meeting with them specifically
- NY: Can you walk us through the decision to layout the site? The first building is near Queens Chapel, where this is more tucked into the community.
 - The original building was built before Queen's Chapel Road, so the front faces south; what is seen from Queen's Chapel is the rear of the building.
 - There is a lot of topography that is constraining, so there was only so much space that would work from a grade perspective that allows for the existing building to remain so that residents can be transitioned.
- NY: What are the areas bubbled in?
 - There is no stormwater management on the site because it predates it. With the new development, there's are several smaller drainage areas being placed throughout the property. There would be no increase of water runoff since currently there is none.
- NY: What is the setback from the property line and the edge of the building? And what is the required setback
 - Rear yard is 20 feet, side yard is 55 feet at the closest point from the property line.
- TS: Concerned that there is no obvious catchment in the western edge of the parcel

- There is another catchment on the neighboring parcel, but there will be no increase in runoff
- NY: If the building could move a bit towards Queen's Chapel, it seems to be better for loss of trees, mitigating stormwater and neighborhood effects
 - Can't move closer because it would encroach on the physical plant which can't be disturbed while the residents are still living in the old building. Have moved it around several times, but this seems to be the best location.
- NY: Is this a by-right use?
 - It is a certified non-conforming use, as of the 2004 Gateway Arts District Sector Plan. Nursing home is not an allowed use within the sector plan, but because there will be no ceasing of operations, it will continue as a certified non-conforming use.
 - NY: Does the zone permit you to expand beyond the existing square footage?
 - In the sector plan it notes that alteration of a certified non-conforming use you can do so through a detailed site plan, which is why we're here tonight. There will be a net decrease in square footage overall.
- TD: Why are you reducing the size of the home?
 - Provider's tax is extremely expensive, and a smaller size results in a smaller tax. Sisters are aging as well, so shifting to quality over quantity and keeping a smaller group of residents.
 - TD: Will this result in any residents losing their housing?
 - No, we will just not allow new residents until we get the size down.
- WM: Will the construction entrance be on Queen's Chapel Road?
 - Yes, it will keep trucks out of neighborhood and on the main roads.
- JC: Can you describe the 3 phases:
 - Phase 1 is the convent, phase 2 is the nursing home and phase 3 is the breezeway between the buildings
 - Idea is to minimize moves for all, but having the sisters and residents only have to move once.
- DM: You spoke about the driveways and that Queen's Chapel Road will be the construction entrance. Is that the only entrance?
 - Yes.
- DM: You said you are downsizing the facility, is the primary reason the cost and taxes?
 - No, we would like to really focus on improving the quality for everyone. It is more administrative than a business decision.
 - Another thought is that there is not as many women entering the religious life anymore, so there are quickly going to be less sisters entering able to care for the residents, and they know there will be less of them in the future.

- DM: You talked about a decrease in square footage, but isn't there a decrease in footprint?
 - That is correct.
- NY: I see you have a proposed wall that is running 165 feet. How much of the single-family properties does that cover?
 - Each name is a different property, so it is covering 3 properties. The wall itself will be between 2-8 feet
 - NY: Material?
 - Haven't decided on that yet.
 - NY: Any additional landscaping would be welcomed and encouraged.
- TD: What is the estimated timeframe?
 - Currently going through the permit process as well as the certificate of need process because we are temporarily creating new beds. Will be in the process for that certificate through June. We're hoping the County process will be complete around June so construction can begin in late summer and would be finished in late 2019.
- NY: What is going to happen when you add the space outdoors where the existing building is?
 - It is not that large of an area, but hoping to have some wheelchair accessible walkways, fountains and stations of the cross or grottos for residents to reflect. There may be benches and tables as well.
- TS: Continue to be concerned about the impact on the four lots on the southeast side, so just to pay attention to landscaping and perhaps reach out to those residents and try to get them informed and involved in this process.
- TD: There are some critical moving parts, most importantly the current residents and the impacts of construction that need to lay together succinctly and it is not an easy task. Just try to create a nice atmosphere during this transition time for residents.
- No Planning Board date yet determined.
- If anyone wants to come and get a tour of the facility, call Sister Vacha and she can arrange for that.

4. Landy Development Discussion (8:26 PM)

- Landy applicants presented in November their preliminary Plan of Subdivision. Since then, they have met with M-NCPPC and have proposed a series of changes, that are reflected in the illustrative you have.
- City staff and M-NCPPC were under the impression that the applicant would be submitting a new plan, but the applicant did not seem to think that was the case. It is likely that over the next week or two we will get a new plan and supportive documents.
- There is a minor reduction in units, an increase in roadway and alley with to comply with the TDDP and County standards.

- The applicant is proposing an access easement that would connect to Northwestern High School, with funding set aside to pay for a path, if the school agrees.
 - o Does not mean that there will be a path, but legally and financially allows there to be if the school agrees.
- Originally was supposed to get comments from Planning Committee tonight for a discussion with the Council on Monday, but their City Council schedule has been pushed back.
- Plan to build the roads to the public standard and deed them to the City. We have asked for the alleys do also be dedicated, which they are discussing internally.
- NY: Is the property owner planning on coming back to the committee for an update?
 - o JC: I don't know, but I suspect they will just want to deal it out with the Council. Changes don't look large on the illustrative, but operationally they are pretty significant for us.
- NY: Did anyone at the City raise issues regarding the single use nature of the site being that it is just townhouses.
 - o JC: No, because they do not believe a multi-family facility would be competitive and we sort of believe that. This is the neighborhood edge, not the downtown core.
 - o NY: was thinking a mix of duplex, triplex, quads, etc. could make a more competitive and interesting product.
 - o JC: We don't disagree, but the applicant has done their market research and has ultimately landed on this product mix.
- Unit widths will vary from what they said in November, largely adding more 20" widths.
- DM: Is the entrance onto Dean Drive new?
 - o KG: No, there has always been three entrances: Dean, Northwest and Belcrest
- Parkland within the development will remain under the management of the HOA, which is fairly low cost considering the City will take control over the higher dollar features such as road infrastructure and maintenance
- Assuming M-NCPPC and the applicant clarify the path going through, will come to the City Council in February
- TS: Do they have any programming recreation space
 - o KG: Not to my knowledge, they have the "sledding hill" at the north of the site, and they are also making improvements off site on Dean Drive at a property they own. We don't have the final plans, so we don't really know what will/won't be provided.
- NY: The issue for the City in my opinion is that the TDDP has a key recommendation for an open space falling on this property. The attorneys here last time said it was a floating symbol that will fall to someone else. The City should fight for more open space on the property to be consistent with the plan. If that can't happen, there needs to be a great connection to Northwestern.

- o WM: What they are proposing is offsite, and this many units needs dedicated on site recreation space.
- TD: There is no community center, no real open space or any indoor facility to be as a meeting place or rec room like exists with the Lustine Center at EYA.
 - o DM: They could do that where the stick of 5 houses is need the pool.
 - o JC: The only thing I would say is there is a significant cost to the HOA to carry the cost of that.
 - o DM: Why wouldn't we (as the City) want to put something like that there to be an asset for that part of the community.
- TS: It seems like there are opportunities to add some sort of tot lot, pavilion or some other amenity space in the development.
- NY: At a minimum should build in some flexibility on the preliminary plan to build in a variety of housing types. From an investment perspective, they may want to have some flexibility for themselves for some other types of units.

5. Development Updates (8:52 PM)

- NY: What is going on with the lights on Belcrest?
 - o JC: I think they are going to have to redo the entire network, because their patching of it is not working. Total cost is estimated at \$3 million, so it would need to get into the County's CIP. If they redo the system, Pepco will take ownership of the lights, bringing it off of the books for the County.
- DM: What makes those lights so expensive?
 - o They need to change out the conduit to a different size, and the current location is not conducive to that new size, so they would need to move the entire underground network.
- Kiplinger should deliver units through October this year. Average sale price for townhouses (28 sold) is \$473,000. Average home price of condos (22/40 sold) \$446,000. Multifamily building should start leasing at the end of the year.
- Regarding the Baltimore Avenue building, we are working through the lienholders, which is time intensive because there are 11. This should be resolved in the next 6 months. The court system gives the owner the right to return this into a habitable building, which isn't possible for this building, but the law still gives them a reasonable opportunity to do so.
- Pad site at the mall hasn't been released, but we have a call with them tomorrow to discuss.
- NY: What is the latest with the parking garage at Arts District Hyattsville.
 - o JC: City Council approved in December the transfer of our remaining grant balance to the revenue authority, allowing them to work on the development of a garage. We will probably come to the Council in February with a developed concept. We will need to do one more round of financial analysis before presenting.
 - o TD: Isn't the parcel with the Maryland Building under contract?
 - JC: Yes, but that may or may not move forward unrelated to the garage.

- NY: What is the latest with 4307 Jefferson and what is happening there?
 - o JC: probably in the spring. The company that has effectively bought that block needs to continue getting their ducks in a row before moving forward.
 - o NY: Did they buy anything up on Hamilton Street.
 - JC: No and they do not plan to.
- Riverfront at West Hyattsville is moving dirt and doing their grading, but will likely determine their architectural package this summer. Their multifamily may come online around the same time as the townhouses just as a practical matter of the dirt work taking so long for the townhouses.
- NY: What is the latest with the Ager Road project.
 - o JC: The presented at a recent City Council meeting, they will be phasing in short spurts, so one section will be terrible for 3 months at a time, but then it will be done.
 - o NY: The final product will look worse than Queen's Chapel Road, and they are still not planning on adding a light at Nicholson Street.
 - JC: That is correct, they have said this light is not eligible for a light.
- TS: Has this committee seen anything regarding the WSSC building?
 - o JC: Not yet, but we will likely see plans coming to the Planning Committee in March.
 - o DM: Has anyone else bought it?
 - JC: They have a contract, but have not closed on the property.
 - o NY: Is the base zone being retained?
 - JC: I don't think they are planning on going through a rezoning.
- NY: What is the latest for this building?
 - o JC: It is on hold, mostly because we have two expensive renovations of the police and DPW facilities. We likely won't move on 4310 Gallatin until those projects are under construction.

6. Adjourn (9:11 PM)



Hyattsville City Council Agenda Item Report

Meeting Date: March 5, 2018

Submitted by: Nicola Konigkramer

Submitting Department: City Clerk

Item Type: Community Notices

Agenda Section: Community Notices and Meetings

SUBJECT

City Calendar: March 6 - March 19, 2018

HCC-225-FY18

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

ATTACHMENTS

[Main City Calendar_Mar 6-Mar 19 2018.docx](#)

Summary Background:

N/A

Next Steps:

N/A

Fiscal Impact:

None

City Administrator Comments:

N/A

Community Engagement:

N/A

Strategic Goals:

Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?

N/A

Main City Calendar: March 6 – March 19, 2018

Weekly Program Offerings

Ageless Grace Senior Exercise Classes

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

Creative Minds

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

Call-A-Bus Grocery Trips

Our Call-a-Bus takes seniors and residents with disabilities to grocery stores located in the City of Hyattsville each week. Call (301) 985-5000 to join a trip or add yourself to our Call-A-Bus calendar mailing list.

City Calendar: March 6 – March 19, 2018

Board of Supervisors of Elections Meeting

March 6, 4:00 PM @ City Municipal Building, 3rd Floor Conference Room

Police & Public Safety Citizens' Advisory Committee Meeting

March 7, 7:30 PM @ Nicholas Orem Middle School

Hyattsville Safe Streets Initiative Advisory Committee Meeting

March 14, 10:30 AM – 12:00 PM @ City Municipal Building, 2nd Floor Prangley Room

Hyattsville Corridor Community Meeting

March 14, 6:00 PM – 8:00 PM @ City Municipal Building, 1st Floor Multipurpose Room

Code Compliance Advisory Committee Meeting

March 14, 7:00 PM @ City Municipal Building

Seniors on the Go: Smooth Sounds for Seniors at Montpelier

March 15, 10:30 AM – 3:00 PM @ Montpelier Arts Center

Come enjoy a documentary film, The Jewels: Divas of DC Doo-Wop. There will be a Q&A session after the film. The cost is \$10 and registration is required on a first come, first served basis. Bus pick-up is at the City Building at 10:30 a.m. and at Friendship Arms Apartments at 10:40 a.m.

Health, Wellness, and Recreation Advisory Committee Meeting

March 15, 7:30 PM – 9:00 PM @ City Municipal Building, 3rd Floor Conference Room

Council Meeting

March 19, 8:00 PM – 10:00 PM @ City Municipal Building, 3rd Floor Council Chambers