

City of Hyattsville

Hyattsville Municipal Building
4310 Gallatin Street, 3rd Floor
Hyattsville, MD 20781
(301) 985-5000
www.hyattsville.org



Agenda Regular Meeting

The Council meeting will follow the 6/6:30 PM Public Hearings. To view hearing agendas, sort by "City Council Public Hearing".

Register in advance for this webinar:

https://us06web.zoom.us/webinar/register/WN_YJDmo3u9Qr-9CZO5Cu9aPQ

Tuesday, February 22, 2022

7:00 PM

Virtual

City Council

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

ADMINISTRATION

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

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 to the scheduled meeting (generally available no later than the Friday prior to the scheduled Monday meeting). Please note, times given for agenda items are estimates only. Matters other than those indicated on the agenda may also be considered at Council discretion.

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

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

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

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

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

CITY INFORMATION: Sign up to receive text and email notifications about Hyattsville events, government, police and programs at www.hyattsville.org/list.aspx

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

Meeting Notice:

As we continue to take precautions due to the COVID-19 (Coronavirus) pandemic, the Hyattsville City Council will hold its meeting on Tuesday, February 22, 2022 remotely via video conference. The Council meeting will be conducted entirely remotely; there will be no in-person meeting attendance.

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

PUBLIC PARTICIPATION:

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

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

https://us06web.zoom.us/webinar/register/WN_YJDmo3u9Qr-9CZO5Cu9aPQ

- 1. Call to Order and Council Roll Call**
- 2. Pledge of Allegiance to the Flag**
- 3. Approval of Agenda**
- 4. Public Comment (7:10 p.m. – 7:20 p.m.) Complete Speaker Card, Limit 2 minutes per speaker**
- 5. Community Notices and Meetings**
 - 5.a) Main City Calendar: February 22 - March 7, 2022** [HCC-259-FY22](#)
N/A
Sponsors: City Administrator
Department: City Clerk
Attachments: [City Calendar Feb 23- Mar 7 2022](#)
- 6. City Administrator Update (7:20 p.m. - 7:30 p.m.)**
- 7. Presentations (7:30 p.m. - 8:00 p.m.)**

7.a) FY22 Thrive Grant Presentation[HCC-247-FY22](#)

Presentation - the grant approvals are on the consent agenda.

Sponsors: City Administrator

Department: Community Services

7.b) Presentation of Draft Trash Study[HCC-230-FY22](#)

Presentation Only

Sponsors: City Administrator

Department: Public Works

Attachments: [SCS Hyattsville Presentation 24JAN2022](#)
[Trash Study Draft Final Report City of Hyattsville](#)

8. Consent Items (8:00 p.m. - 8:05 p.m.)

Items listed on the Consent Agenda are considered routine in nature, and are approved in one motion. There will be no separate discussion of these items unless the Mayor/Council request specific items be removed from the Consent agenda for separate action.

8.a) Disbursement of FY22 Thrive Grant Funds[HCC-246-FY22](#)

I move that the Mayor and Council authorize the expenditure of \$2,500 to support the grant proposals recommended from the Health, Wellness and Recreation Advisory Committee and listed in the attached memo for the dissemination of the FY22 Thrive Grants and reallocate the remaining \$6,500 to the Committee for conducting mental health awareness training and additional programming through the Health, Wellness and Recreation Advisory Committee speaker series.

Sponsors: City Administrator

Department: Community Services

Attachments: [2021 - Thrive Grant Letter.docx](#)
[Thrive Grants 2021 chart.docx](#)
[2021 Thrive Grant Applications Received](#)

8.b) FY22 Budget Amendment: Special Election 2022[HCC-249-FY22](#)

I move that the Mayor and Council authorize an FY22 budget amendment in the amount of \$108,000 for the Board of Supervisors of Elections budget to be appropriated as follows: \$3,000 Ads & Notices, \$63,000 Equipment Rental, \$17,000 Postage, \$10,500 Contracted Services and \$1,500 for office supplies and miscellaneous expenses.

Sponsors: City Administrator

Department: City Clerk

Attachments: [Memo for Special Mayoral Election 2022 Budget Amendment](#)

8.c) Approval of Election Equipment Vendor for Special Mayoral Election 2022[HCC-256-FY22](#)

I move that the Mayor and Council authorize the City Administrator to execute a contract with Election Systems and Software (ES&S) in an amount not to exceed \$13,000 to be the City's election equipment vendor for the Special Election to be held on Tuesday, June 7, 2022, upon the review and approval by the City Attorney for legal sufficiency.

Sponsors: City Administrator

Department: City Clerk

Attachments: [City of Hyattsville rental quote - 2-22](#)

8.d) Award of Contract for Mail Vendor - Special Mayoral Election 2022[HCC-257-FY22](#)

I move that the Mayor and Council authorize the City Administrator to enter into an agreement with Fort Orange Press for the printing and mailing of ballot packets and ballots for 2022 Special Mayoral City Election at a cost not to exceed \$32,000. The agreement will be effective upon the review and approval by the City Attorney.

Sponsors: City Administrator

Department: City Clerk

Attachments: [Hyattsville MD Election Pricing 2-18-2022](#)

9. Action Items (8:05 p.m. - 8:30 p.m.)

9.a) **Hyattsville Charter Amendment Resolution 2022-01: Adjusting the Time Requirements for a Special Election due to a Vacancy in Office of Mayor or Councilmember (INTRODUCTION & ADOPTION)** [HCC-250-FY22](#)

I move the Mayor and Council introduce and adopt Hyattsville Charter Amendment Resolution 2022-01, a resolution amending Article II of the City of Hyattsville's Charter to adjust the time requirements by which a Special Election arising out of a vacancy in the Office of the Mayor or any Councilmember must be held (INTRODUCTION & ADOPTION).

Sponsors: City Administrator

Department: City Clerk

Attachments: [Resolution - Charter Amendment Extending Time to Conduct Special Election 2.16.22](#)
[BOSE Letter to City Council Feb 1 2022](#)
[Notice Public Hearing - Special Mayoral Election 2.1.22](#)
[Resolution - Special Mayoral Vote by Mail Election 1.31.22 signed](#)

9.b) **Sale of Jefferson Street Parking Lot Property** [HCC-255-FY22](#)

I move the City Council authorize the City Administrator to execute a contract of sale for the Jefferson Street parking lot, a 0.34 acre parcel, property to Urban Investment Partners (doing business as Hyattsville Town One, LLC) for \$1,300,000, upon the review by the City Attorney for legal sufficiency.

Sponsors: City Administrator

Department: Community & Economic Development

Attachments: [Memo - Public Hearing - Jefferson Street Parking Lot](#)
[Exhibit A - Jefferson Street Parking Lot Property](#)
[Exhibit B - Charter Chapter C Article IX - City Property](#)
[Exhibit C - SDAT Data - Unit 2](#)

10. **Discussion Items (8:30 p.m. - 9:15 p.m.)**

10.a) Automated Traffic Enforcement Ramp-up[HCC-251-FY22](#)

I move the Mayor and Council allocate an amount to be determined upon discussion with staff for the administrative costs, purchase, and deployment of additional automated traffic enforcement (ATE) systems to focus on intersections and corridors in which speeding and red-light violations have contributed to an increase in traffic collisions, near misses, and dangerous interactions.

Sponsors: Denes

Department: City Clerk

10.b) Hire of Full Time Behavioral/Mental Health Case Manager[HCC-252-FY22](#)

I move that the city include, as part of its FY23 municipal budget, the hire of a full-time social services case manager. This person would be responsible for following up with residents, after initial contact with police or residents known to be struggling with mental health, homelessness, domestic abuse, or other social or emotional emergency. The case manager would connect the resident with services and provide ongoing case management in the days, weeks and months following initial contact.

Sponsors: Peabody

Department: City Clerk

10.c) Study of Hyattsville City Property Tax Relief Programs for Low and Fixed-Income Homeowners[HCC-253-FY22](#)

I move that the Mayor and Council include, in the FY23 municipal budget, funding not to exceed \$30,000 for an independent consultant to study Hyattsville's property tax relief programs for low and fixed-income homeowners. The purpose of this study would be to determine the most effective method to provide relief from rising property tax liabilities for residents with limited ability to absorb those increases.

Sponsors: Peabody

Department: City Clerk

Attachments: [Hyattsville Ordinance 2008-07](#)

11. Council Dialogue (9:15 p.m. - 9:25 p.m.)**12. Motion to Adjourn**



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Agenda Item Report

File #: HCC-259-FY22

2/22/2022

5.a)

Submitted by: Laura Reams

Submitting Department: City Clerk

Agenda Section: Community Notices and Meetings

Item Title:

Main City Calendar: February 22 - March 7, 2022

Suggested Action:

N/A

Summary Background:

N/A

Next Steps:

N/A

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

For further information regarding City programming, events, or meetings please visit hyattsville.org/meetings or call 301-985-5000.

All committee meetings are virtual unless otherwise indicated below.

Seniors on the Go: National Museum of African History and Culture

February 23, 2022, 8:30 PM - 2:00 PM

Ageless Grace Seated Exercise Class

February 23, 2022, 10:00 AM-11:00 AA

First floor City Building

Spring Field Permits Meeting

February 23, 2022, 7:00 PM

Hyattsville Covid-19 Self-Test Kit Distribution

February 24, 2022, 4:00 PM

Driskell Park 3911 Hamilton Street

Health, Wellness, and Recreation, Advisory Committee Meeting

February 24, 2022, 7:00 PM

Age Friendly Work Group Meeting

February 25, 2022, 11:00 AM

Hyattsville Covid-19 Self-Test Kit Distribution

February 25, 2022, 6:00 PM

First United Methodist Church of Hyattsville 6201 Belcrest Road

Hyattsville Covid-19 Self-Test Kit Distribution

February 26, 2022, 10:00 AM

Edward Felegy Elementary School 6110 Editors Park Drive

Education Advisory Committee

February 28, 2022, 6:30 PM

Board of Supervisors of Elections Meeting

March 1, 2022, 4:00 PM

Ageless Grace Seated Exercise Class

March 2, 2022, 10:00 AM-11:00 AM

First floor City Building

Shade Tree Board Meeting

March 4, 2022, 1:30 PM

Seniors on the Go: All Day Free Movie Mondays

March 7, 2022, All day

Old Greenbelt Theater

Rescue Plan Funds Public Hearing

March 7, 2022, 6:30 PM

City Council Meeting

March 7, 2022, 7:00 PM



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Agenda Item Report

File #: HCC-247-FY22

2/22/2022

7.a)

Submitted by: Cheri Everhart
Submitting Department: Community Services
Agenda Section: Presentation

Item Title:
FY22 Thrive Grant Presentation

Suggested Action:
Presentation - the grant approvals are on the consent agenda.

Summary Background:
A representative from the Health, Wellness, and Recreation Advisory Committee will provide an overview of the FY22 Thrive Grant Program and the committee recommendations.

Next Steps:
Approve consent item for grant awards.

Fiscal Impact:
\$2,500

City Administrator Comments:
Recommend Approval

Community Engagement:
Outreach was conducted to inform grantees of this program. Awarded applicants will be notified.

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

Legal Review Required?
N/A



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Agenda Item Report

File #: HCC-230-FY22

2/22/2022

7.b)

Submitted by: Lesley Riddle
Submitting Department: Public Works
Agenda Section: Presentation

Item Title:
Presentation of Draft Trash Study

Suggested Action:
Presentation Only

Summary Background:

The City of Hyattsville's Department of Public Works provides for weekly refuse pickup from approximately 2,800 single family households. The city also provides weekly yard waste collection, bulk trash, white goods collection, and seasonal leaf collection in the fall and winter. Residents also have the option of participating in the food scrap compost program.

In January 2020 the City of Hyattsville solicited a Request for Proposal (RFP) for a Solid Waste Collection Study to evaluate the current Solid Waste collection program and to provide recommendations for improvements and/or expansion of services. A review of existing solid waste collections and management services was requested. The analysis included costs for expansion of services, legal considerations, required equipment, appropriate scope of service, public/private access, and use of external or internal resources.

The City received several responses to the RFP and selected SCS Engineers as providing the best value to the City. Due to COVID19, onsite evaluations for this study were delayed for many months. Staff received the draft report in October and have reviewed the report for service costs in the FY23 budget.

Stacey Demers of SCS Engineers will present an overview of the study and respond to questions from the Council.

Next Steps:

Council approval and adoption of the study. Staff will consider the recommend operational changes and the overall budget impact for FY23.

Fiscal Impact:
TBD

City Administrator Comments:
Recommend Approval

Community Engagement:
Any operational changes to solid waste services will require community engagement.

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

Legal Review Required?

N/A

City of Hyattsville, MD

Solid Waste Collection Study

City Council Meeting
February 7, 2022

Stacey Demers
Project Director



RIGHT SIZE YOUR TRASH



SCS ENGINEERS

Process

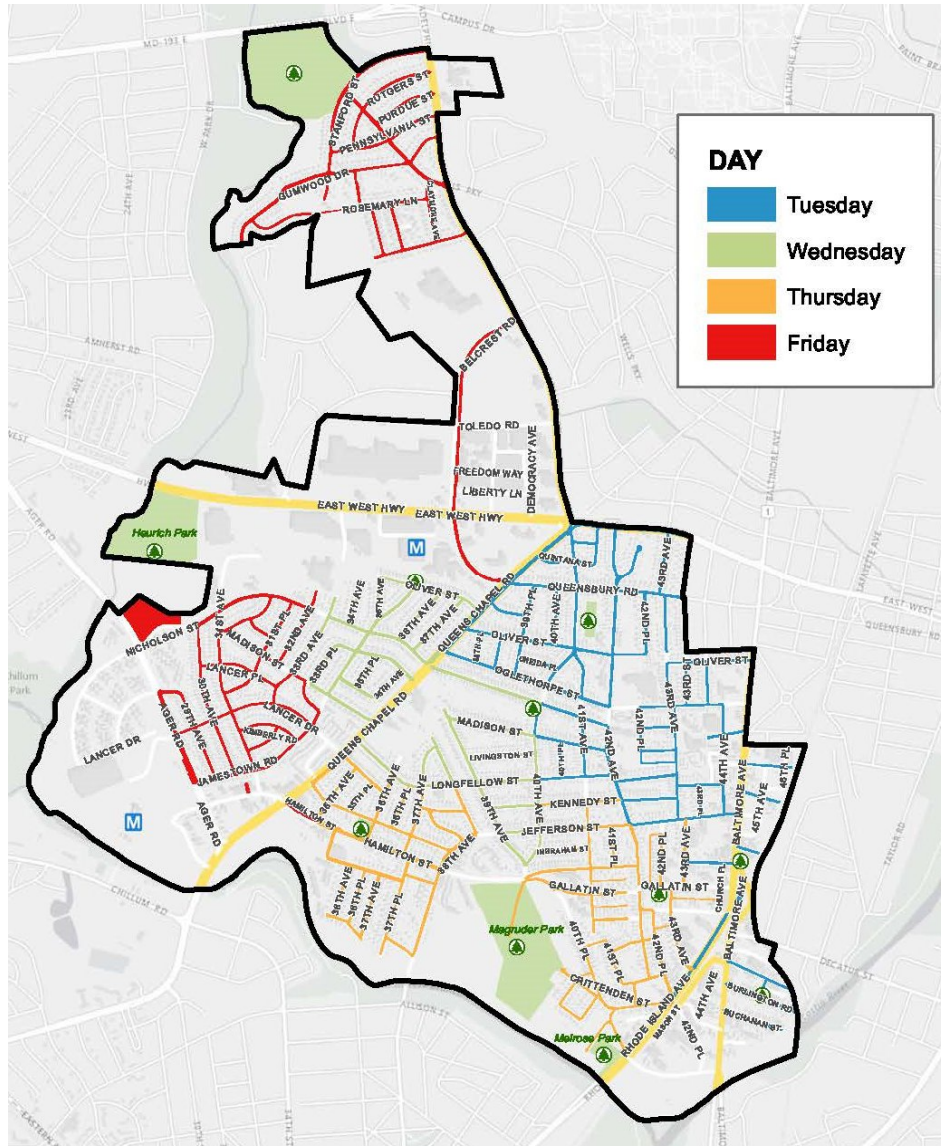
Curbside Collection Operations

Inclusion of Multi-Family Properties

Pay-As-You-Throw

Final Report and Presentation

Curbside Collection Operations



- Trash, Bulk Waste, Yard Waste, and Compost
- Collect Tuesday – Friday
- Serve 812 to 934 Homes per Day
- ~1 Ton of Trash/House/Year

Curbside Collection Operations



Curbside Collection Operations

Recommendations

Trash	Bulk Waste	Yard Waste
• Require Use of City-Issued Cart • Don't Collect Trash Outside Cart • Fee for Additional Carts • Inventory Carts	• Continue to Enforce Set-Out Limits • Include Electronics in Set-Out Limit • Charge fee for Refrigerants, TVs & Monitors	• Require Cart, Paper Bags, or Bundles • Limit Number of Bags/Bundles • Limit Weight & Size of Bags/Bundles • Prohibit Personal Containers

Multi-Family Collection

Rear Load Vehicle



Front Load Vehicle



Carts



Dumpsters



8 or Less Units/Property

>8 Units/Property

Multi-Family Collection



- 30.8 Pounds of Trash per Dwelling Unit per Week
- 0.25 Cubic Yards of Trash Capacity per Dwelling Unit per Week

Multi-Family Collection

8 or Less Units/Property	>8 Units/Property
21 Properties 90 Dwelling Units	26 Properties 3,785 Dwelling Units
51 Carts	129 Dumpsters
1.4 Tons/Week	58.3 Tons/Week
Use Existing Staff & Equipment	<u>Capital Investment</u> \$580K – \$910K <u>Annual O&M</u> \$310K

Multi-Family Collection

Excludes

Municipal Collection

Rockville, MD
Fairfax, VA
Seattle, WA

Contracted Collection

Falls Church, VA
Montgomery Co., MD

Limits

Municipal Collection

Takoma Park, MD
District of Columbia
Philadelphia, PA

Contracted Collection

Arlington Co, VA
St Paul, MN

All

Municipal Collection

CARTS ONLY
Laurel, MD
Frederick, MD

Contracted Collection

Berkeley, CA
Costa Mesa, CA
Charlotte, NC

Pay-As-You-Throw

Bags



Sticker/Tags



Variable-Sized Carts



Pay-As-You-Throw

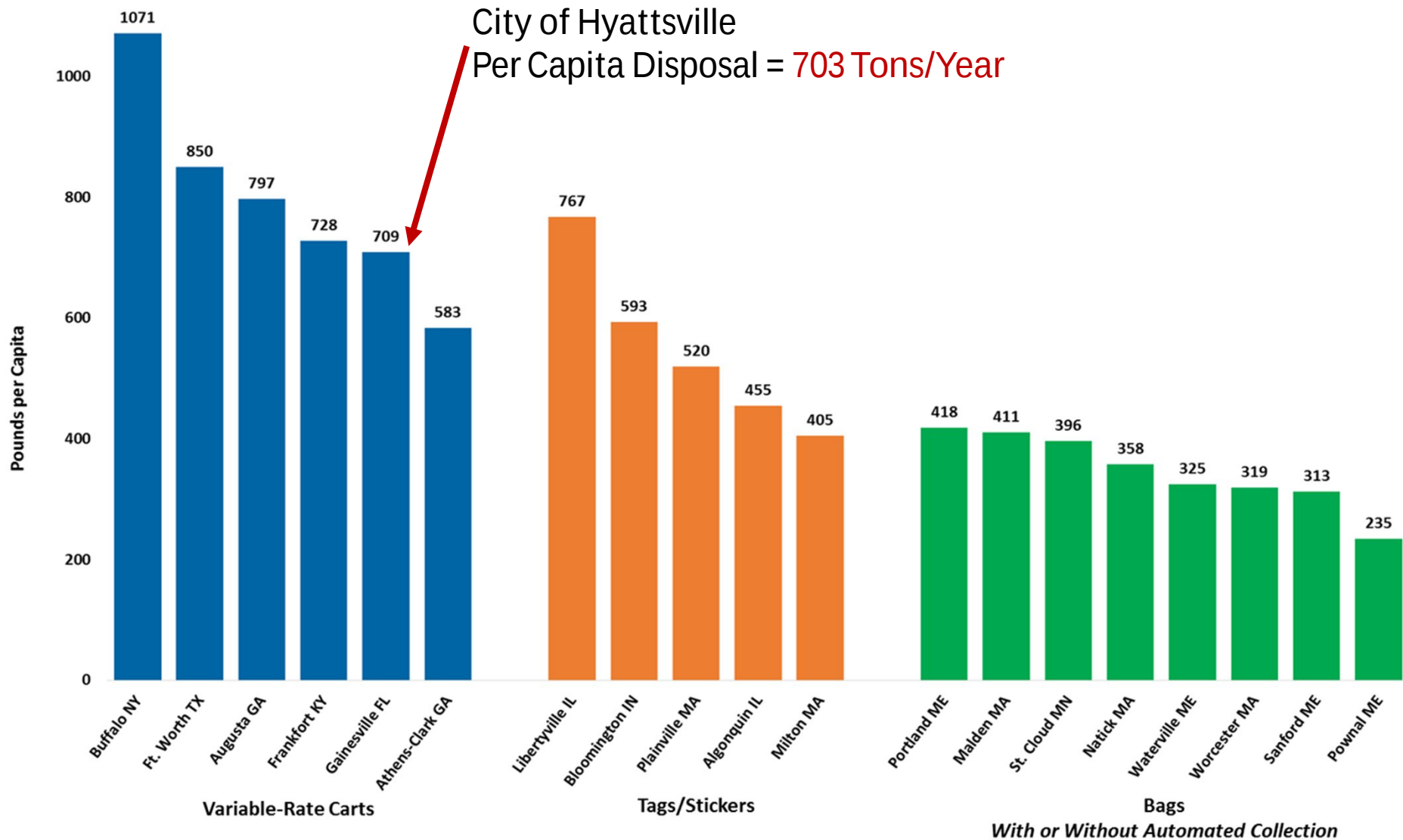
Costs

$$\begin{array}{ccccc} \text{1,710} & & & & \\ \text{Carts} & \times & \$50 / & = & \\ & & \text{Cart} & & \$85\text{K} \end{array}$$

Benefits

$$\begin{array}{ccccc} \text{17\% to} & & & & \\ \text{41\%} & \times & \$70 / & = & \\ \text{Less} & & \text{Ton} & & \$39\text{K} - \\ \text{Trash} & & & & \$95\text{K} \end{array}$$

Pay-As-You-Throw



Pay-As-You-Throw

Fee Structure

City	Monthly Cost per Household			
	96-Gallon Cart	64-Gallon Cart	32-Gallon Cart	20-Gallon Cart
San Jose, CA	\$137.31	\$91.54	\$45.77	*
Oakland, CA	\$138.62	\$92.29	\$52.36	\$46.13
Austin, TX ²	\$48.00	\$27.55	\$22.40	\$21.15

* No 20-gallon cart available but extra garbage sticker cost is \$6.25 each

² Includes base fee of \$17.30 plus \$0.16 per gallon (\$0.32 per gallon for 96-gallon cart)

Solid Waste Collection Study

The City of Hyattsville
4310 Gallatin Street
Hyattsville, Maryland 20781



SCS ENGINEERS

02220028.00 | August 27, 2021

11260 Roger Bacon Drive
Reston, VA 20190
703-471-6150

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1 INTRODUCTION

The City of Hyattsville contracted with SCS Engineers (SCS) to evaluate three components of their waste collection system:

1. **Curbside Collection** - SCS reviewed summary data, interviewed staff, and observed collection operations to recommend ways to improve efficiency and cost effectiveness of the program.
2. **Inclusion of Multi-Family Properties** - SCS evaluated equipment and labor needs to expand existing waste collection operations for single-family homes to multi-family properties.
3. **Implementation of a Pay-As-You-Throw (PAYT) System** - SCS evaluated costs, benefits, and challenges of implanting a PAYT system for curbside trash collection.

2 CURBSIDE COLLECTION OPERATIONS

City of Hyattsville's Solid Waste Division provides for an integrated waste management system, which includes:

- **Residential Curbside Collection** of household trash, bulk waste (including white goods), yard waste, and food scraps to 3,419 single family residences;
- **Drop-Off Services** for used motor oil and antifreeze at the Department of Public Works Operations Center, Monday through Friday, 7:30 am to 3 pm. Twice a year, the City also accepts electronics and paint (in original containers) for recycling.
- **Leaf Collection** during November through January each year.

The Solid Waste Division also provides for trash collection in City parks and public spaces. Curbside recycling collection services are provided by Prince George's County.

SCS personnel reviewed available data, interviewed drivers, and observed curbside collection operations to make recommendations to improve efficiency and cost effectiveness. Following is a brief discussion on existing services and with recommendations for improvement.

HOUSEHOLD TRASH

The City's regular weekly collection of household trash is a cart-based program that operates Tuesday through Friday. Trash collection uses four trucks on each day, three large trucks and one smaller truck for smaller streets. According to interviews with personnel, the trucks usually finish their route in one load. When one truck fills up without finishing the route, other trucks are called in to help finish.

Exhibit 1 presents a map of the collection areas for each day of the week. Table 1 presents the number of single family homes that are serviced each collection day.



Exhibit 1. Household Trash Collection Service Map

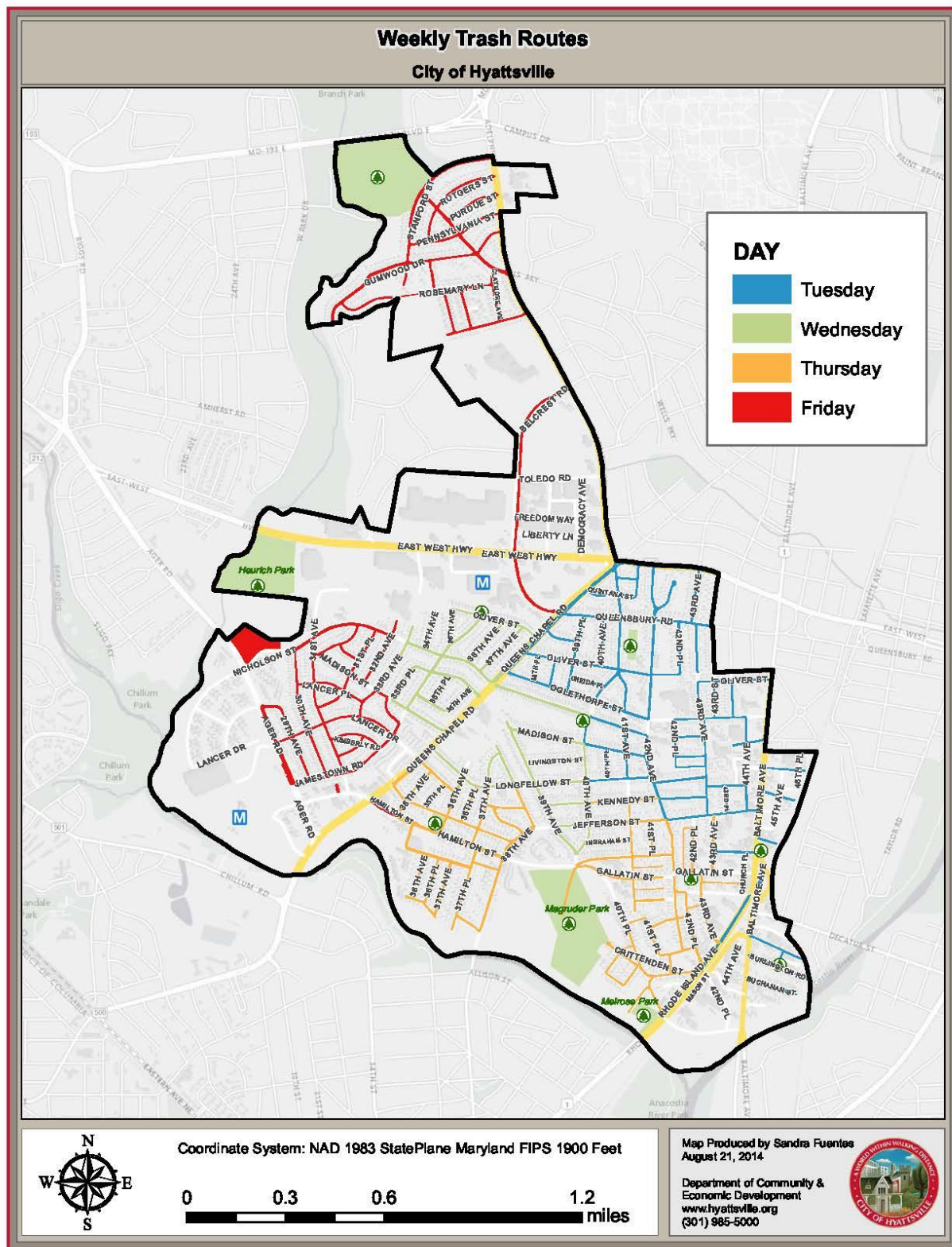


Table 1. Number of Single-Family Homes by Day of Week

Collection Day	Number of Homes
Tuesday	934
Wednesday	812
Thursday	817
Friday	856
Total	3,419

The City does not collect hazardous materials, automobile parts, or construction debris with this collection program. Hazardous materials can be dropped off at the Department of Public Works Operation Center or the Prince George's County Household Hazardous Waste Acceptance Site.

The quantities of household trash generated weekly and annually are presented in Table 2. On average, single family residents generated 703 pounds per capita annually.

Table 2. Household Trash by the Numbers

Tons per week ¹	63.5
Tons per year	3,303
Pounds per year	6,605,227
Pounds per Household per Year ²	1,932
Average Persons/Household ³	2.75
Pounds/Household/Person	702.5

¹ Based on data between 6/27/2019 and 3/25/2020

² Annual tons divided by number of homes (3,419)

³ From US Census QuickFacts

The following recommendations will improve the efficiency, safety, and equity of this program:

- **Require Containerization in City-Issued Carts** – The City should avoid collection of materials that are placed next to carts for disposal, which makes collection less efficient and poses safety risks to collection staff. Limiting collection to the material placed inside the City-issued refuse cart provides for a more equitable collection system for all residents. Non-standard containers often do not fit the mechanical tipping system of the truck, which requires collection staff have to lift them manually. This increases the risk of injury due to heavy lifting.
- **Allow Additional City-Issued Refuse Carts for a Fee** – Residents that require additional disposal capacity (more than can fit in their City-issued refuse cart) should purchase additional carts from the City. Additional carts can be purchased for a one-time fee of \$50 and remain the property of the City of Hyattsville.

The Solid Waste Division is currently funded through general taxes; therefore trash collection services are not apportioned by household. If the City adapts a PAYT program (discussed later in this report), it may consider charging each household according to its trash collection capacity. In this case, a household with two collection carts would pay a

higher rate each month (up to double that for a household with only one trash cart) for curbside collection services. This method typically improves equity because homes that generate more trash pay more for the additional service of collecting and disposing their trash.

- **Inventory Carts** – The City should set up a program for tracking the number of carts issued per residence. Such a program will help the City identify and monitor households that require additional trash capacity, and address damaged, lost, or stolen carts.

BULK WASTE

Bulk waste collection is limited to four items per pickup and four pickups annually. Bulk waste is collected on the first and third Wednesdays of each month. Residents must schedule a pickup in advance and the City limits collection to 25 households each collection day. Construction debris, hazardous waste, and landscaping debris are not accepted.

The City also operates Bulk Waste Pop-up Days for residents to drop off bulky materials.



- **Encourage Residents to Use Established Programs for Excess Service Needs** – Both the City and Prince George's County operate programs for residents to use, such as:
 - Clean up events at the Public Works Facility on multiple Saturdays in spring and fall.
 - The Brown Station Road Sanitary Landfill in Upper Marlboro, MD.
- **Continue to Skip Bulk Waste Collection for Setouts of More than Five Items per Collection** – The City's recent practice of skipping collection for bulk waste collection requests when there are more than five items setout is recommended to maintain equitable levels of service among residents.

Electronics and White Goods

Electronics and white goods collected from residents represent a small fraction of the total amount of materials collected by the City; however, they represent the most expensive materials to collect, prepare, and dispose. These materials are collected on demand. The City also provides two days a year for E-Recycling days for residents to drop off recyclable electronics. SCS recommends the following to balance quality service with the need to control costs:

- **Manage Collection Within the Bulky Refuse Program** – Electronic items and white goods should count towards the bulky refuse collection limit of four per year and four items per collection. These materials must be kept separate from trash, which requires that the City utilize additional equipment and staff.
- **Charge a Fee for Curbside Collection of Televisions and Computer Monitors and Items with Refrigerants** – The City incurs added cost from their vendors for preparing and managing materials containing refrigerants and cathode ray tubes, such as televisions and computer

monitors. Residents who require collection services for these materials should be required to pay a \$25 fee to offset this additional cost.

YARD WASTE AND COMPOSTABLE ORGANICS

Yard waste and compostable organics are collected with three trucks each Monday. Common materials are leaves, brush, grass clippings, and tree branches. These materials are hauled to the Prince George's County Compost Facility. Residents use a variety of containers for collection, including 5-gallon buckets for food scraps, traditional trash cans and carts for yard waste. Bamboo, dirt, stumps, treated lumber, and pallets are not accepted.



- **Encourage Use of City-Purchased Yard Waste Cart, Paper Bags, or Bundles** – Use of appropriate containers or bundles allow for safe and efficient collection.
- **Limit Curbside Collection to Five Bags or Bundles** – The City should establish a five bag or bundle limit per collection day to control the time and effort it takes to collect these materials. Some households were observed to set out about 20 kraft bags of yard waste.
- **Limit Weight of Bags and Bundles to 50 Pounds** – Weight restrictions on bags and bundles will facilitate safe collection by staff. Length of items should be limited to 5 feet.
- **Prohibit Use of Personal Containers** – Personal containers for woody yard waste are not compatible with the collection vehicle's cart tipper and most do not have lids to prevent accumulation of precipitation.

3 MULTI-FAMILY COLLECTION

As part of this study, the City would like to explore expansion of their current residential waste collection services to include multi-family properties. Currently, multi-family properties contract with a private hauler to collect waste materials, which includes household trash and recycling. Prince George's County provides for the collection of recyclables from single-family homes but requires multi-family properties to contract with a private hauler to collection recyclables.

COLLECTION METHODS

Waste from small multi-family properties (usually between two and eight dwelling units) is often collected in carts using rear-load waste collection vehicles in similar fashion to collection from single family homes.

Larger multi-family properties (more than eight dwelling units) typically collect waste in one or more dumpsters depending on the type of building (garden style or high rise) and the number of dwelling units. Waste from larger multi-family properties is typically collected using front-load collection vehicles, which have hydraulic forks on the front to lift dumpsters so their contents fall into the vehicle's hopper.



Example of a Front Load Waste Collection Vehicle

The Department of Community and Economic Development provided a listing of multi-family properties in the City and the estimated number of dwelling units. SCS estimated annual quantities of household trash associated with each multi-family property and number and size of collection containers needed for once-per-week collection. Household trash generation rates and container capacity needs are based on a recent study SCS conducted for Montgomery County with the following findings:

- 30.8 pounds of trash are generated per dwelling week per week; and
- 0.25 cubic yards of weekly trash capacity is needed per dwelling unit.

SCS further assumed that multi-family properties with eight or less dwelling units would be serviced with carts and collected using rear-load waste collection vehicles, and larger multi-family properties (more than eight dwelling units) would be serviced with dumpsters and collected with a front-load waste collection vehicle.

Cart Collection

There are 21 multi-family properties with eight or fewer dwelling units per property. 96-gallon collection carts can contain approximately 0.5 cubic yards. Table 2 presents the weekly quantity of household trash generated for each property and the required number of carts needed to accommodate once-per-week collection. In most situations, the number of carts required was rounded up in order to provide sufficient capacity.

Table 3. Weekly Cart Collection for Small Multi-Family Properties
(8 or Fewer Dwelling Units per Property)

Apartment Complex Name	Address	Number of Dwelling Units	Weekly Trash Generation ¹ (lbs)	Weekly Trash Capacity Needs ² (cy)	Number of Trash Carts ³
1 3516 Longfellow St.	3516 Longfellow Street	2	61.6	0.5	1
2 Associated Builders Apartments	4903 Baltimore Avenue	2	61.6	0.5	1
3 4217 Jefferson St.	4217 Jefferson Street	3	92.4	0.8	2
4 4300 Jefferson St.	4300 Jefferson Street	3	92.4	0.8	2
5 5504 43rd Ave.	5504 43rd Avenue	3	92.4	0.8	2
6 6108 41st Ave.	6108 41st Avenue	3	92.4	0.8	2
7 6112 41st Ave.	6112 41st Avenue	3	92.4	0.8	2
8 6120 41st Avenue	6120 41st Avenue	3	92.4	0.8	2
9 Joines Apartments	6110 41st Avenue	3	92.4	0.8	2
10 3607 Longfellow St.	3607 Longfellow Street	4	123.2	1.0	2
11 4100 Queensbury Rd.	4100 Queensbury Road	4	123.2	1.0	2
12 4112 Queensbury Rd.	4112 Queensbury Road.	4	123.2	1.0	2
13 Minott Apartments	4114 Queensbury Road	4	123.2	1.0	2
14 4206 Queensbury Rd.	4206 Queensbury Road	5	154.0	1.3	3
15 Burtumesk, LLC.	4202 Queensbury Road	5	154.0	1.3	3
16 Jk Investors, LLC.	4200 Queensbury Road.	5	154.0	1.3	3
17 Seibert 1, LLC.	5806 42nd Avenue	5	154.0	1.3	3
18 5706 42nd Ave.	5706 42nd Avenue	6	184.8	1.5	3
19 Seibert 2, LLC.	4111 Nicholson Street	7	215.6	1.8	4
20 JJM 41st Avenue, LLC.	6124 41st Avenue	8	246.4	2.0	4
21 Seibert 3, LLC.	4102 Queensbury Road	8	246.4	2.0	4
Total		90	2,772 (1.4 tons)	22.5	51

¹ Assumes 30.8 pounds of trash per dwelling unit

² Assumes 0.25 cubic yards of trash capacity needed per dwelling unit

³ Assumes 96-gallon trash carts

As presented in Table 2, servicing these 21 properties with 90 dwelling units would require 51 carts to collect about 1.4 tons each week. This amount of waste can be collected with less than one route and can be accommodated using the City's existing collection staff and equipment.

Front-Load Dumpster Collection

There are 26 multi-family properties with more than eight dwelling units per property. Dumpsters with capacity of between four and eight cubic yards can be used to collect household trash generated from these properties. Table 3 presents the weekly quantity of household trash generated for each property and the required number of dumpsters by size needed to accommodate once-per-week collection. The number of dumpsters required was rounded up in order to provide sufficient capacity. The dumpster size and/or the number of dumpsters needed each week was rounded up in order to provide sufficient capacity.

Table 4. Weekly Dumpster Collection for Large Multi-Family Properties
(More than 8 Dwelling Units per Property)

Apartment Complex Name	Address	Number of Dwelling Units	Weekly Trash Generation ¹ (lbs)	Weekly Trash Capacity Needs ² (cy)	Number of Dumpsters		
					4-CY	6-CY	8-CY
1	Salvatory Court	5700 42nd Place	11	339	2.8	1	
2	The Oliver/6030 42nd Ave., LLC.	4125 Oliver Street	17	524	4.3		1
3	Princess Ann Apartments	5103 43rd Street	18	554	4.5		1
4	Franklins Apartments	4310 Jefferson Street	21	647	5.3		1
5	Royal Oaks Apartments, LLC.	4107 Oglethorpe Street	21	647	5.3		1
6	Oliver Gardens Apartments	6103 42nd Avenue	26	801	6.5		1
7	Queensbury Park Apartments	6104 42nd Avenue	28	862	7.0		1
8	Renaissance Square Artist Housing	4307 Jefferson Street	44	1,355	11.0		2
9	Parkview Manor Apartments	5040 38th Avenue	53	1,632	13.3		2
10	Garfield Court Apartments	5715 43rd Avenue	60	1,848	15.0		2
11	Hyattsville House	6000 42nd Avenue	65	2,002	16.3		3
12	Castle Manor Apartments	5309 38th Avenue	68	2,094	17.0		3
13	Madison Park Apartments, LLC.	5902 31st Avenue	91	2,803	22.8		3
14	Signature Courtyard Park Apts.	4201 Oglethorpe Street	94	2,895	23.5		3
15	Top Of The Park Apartments	4009 Gallatin Street	107	3,296	26.8		4
16	Landon Court Apartments	3601 Gallatin Street #713	116	3,573	29.0		4
17	Friendship Arms Apartments	5805 42nd Avenue	151	4,651	37.8		5
18	Prince George Apartments	3900 Hamilton Street	156	4,805	39.0		5
19	North Pointe Apartments	5720 29th Avenue	234	7,207	58.5		8
20	Palette At The Arts District	5500 Baltimore Ave.	243	7,484	60.8		8
21	Vie At University Towers, LLC.	6515 Belcrest Road.	244	7,515	61.0		8
22	Hamilton Manor Apartments	3342 Lancer Dr.	245	7,546	61.3		8
23	Mosaic At Metro	6210 Belcrest Dr.	260	8,008	65.0		9
24	The Edition Apartments	3401 East West Hwy	351	10,811	87.8		11
25	Post Park Apartments	3300 East West Hwy.	396	12,197	99.0		13
26	Kirkwood Apartments	2731 Nicholson Street	665	20,482	166.3		21
Total		3,785	116,578 (58.3 tons)	946.3	1	4	124
					129		

¹ Assumes 30.8 pounds of trash per dwelling unit

² Assumes 0.25 cubic yards of trash capacity needed per dwelling unit

³ Assumes 96-gallon trash carts

As presented in Table 3, servicing these 28 properties with 3,785 dwelling units would require 129 dumpsters to collect about 58.3 tons each week. This equates to 11.7 tons per day when collecting five days per week or 14.6 tons per day when collecting four days per week. Front-load collection vehicles can collect between 10 and 14 tons per day, depending on hopper dimensions and compaction. We estimate that a single front-load collection vehicle can collect household trash from large multi-family properties over a five day collection week.

The number of dumpsters for household trash is conservative since it does not factor in property layout and space allocated for trash containers. Some multi-family properties may have limitations on the size and locations of trash dumpsters, which could affect the number of dumpsters needed at each property and/or the frequency of collection.

COLLECTION COSTS

City-managed collection of household trash from multi-family properties requires an initial capital investment for front-load collection vehicles and trash collection containers (carts and dumpsters). We have assumed that the City's existing system could accommodate trash collection at the 21 small multi-family properties that are assumed to use carts for household trash.

While a single front-load collection vehicle can likely accommodate collection the quantities of household trash generated by larger multi-family properties (more than eight dwelling units), a second front-load collection vehicle would be required as back-up for downtime from maintenance and occasional repairs. Front-load collection vehicles have an average lifespan of seven years although that can often be extended with routine maintenance.

Table 4 presents a range for the initial capital investment and annual amortization (assumed at five percent over seven years).

Table 5. Capital Investment for Collection of Household Trash at Multi-Family Properties
(More than 8 Dwelling Units per Property)

Equipment		Units	Cost per Unit		Total Cost	
Front-Load Collection Vehicles		2	\$200,000 to \$350,000		\$400,000 to \$700,000	
Dumpsters	- 4 cy	1	\$1,000 to \$1,200		\$1,000 to \$1,200	
	- 6 cy	4	\$1,100 to \$1,300		\$4,400 to \$5,200	
	- 8 cy	124	\$1,400 to \$1,600		\$173,600 to \$198,400	
Carts (96-gallon)		51	\$50 to \$60		\$2,550 to \$3,060	
Total Capital Costs					\$581,550 to \$907,860	
Annual Cost (amortized at 5% for 7 years)					\$100,503 to \$156,896	

Annual operation and maintenance costs associated with multi-family trash collection include the following:

- **Driver** – It is assumed that a single driver working for five days per week can collect waste from large multi-family properties. An annual salary of \$60,000 is estimated since this position will require a strong safety record and skill to maneuver the vehicle in tight spaces.
- **Fuel** – It is assumed that the front-load collection vehicle will be driven an average of 75 miles per day to collect waste at multi-family properties and drive to the Prince George's County Brown Station Landfill for disposal.
- **Landfill Disposal** – It is estimated that small multi-family properties generate 1.4 tons per week and large properties generate 58.3 tons per week, for a combined total of 59.7 tons per week or 3,103 tons per year.
- **Truck Maintenance** – In addition to hopper compaction, front-load collection vehicles must also be able to lift dumpsters weighing up to 8,000 pounds; hence, maintenance costs are higher than rear-load collection vehicles. However, investments in regular and routine maintenance will extend the life of the collection vehicle.
- **Dumpster Cleaning/Repair** – Dumpsters will eventually need to be cleaned, repainted and have minor holes patched.

Table 6. Annual Operation and Maintenance Costs

Operation & Maintenance	Cost per Unit	Units	Total Cost
Driver	\$60,000	1	\$60,000
Fuel (per mile) ¹	\$1.10	19,500	\$21,450
Landfill Disposal (per ton)	\$70	3,103	\$217,217
Truck Maintenance (per vehicle)	\$35,000	2	\$70,000
Dumpster Cleaning/Repair	\$5	129	\$645
Total Capital Costs			\$309,312

¹ Assumes 75 miles/day, 5 days/week, 52 weeks/year

Total annual costs related to collection of household trash from multi-family properties is between \$409,000 and \$467,000 annually. Options that could lower costs to the City include:

- Providing collection service to only small multi-family properties that use carts
- Requiring that multi-family properties purchase or lease their own trash containers

Additional considerations and expenses that are not included above:

- Assessment of container needs at each multi-family property
- Training of Solid Waste Division staff (drivers, support staff, customer service)
- Leasing of front-load collection vehicles

PRACTICES OF OTHER JURISDICTIONS

Municipal household trash collection services for multi-family properties is usually limited to carts and/or 35-gallon bags that can be collected with rear- or side-load vehicles (similar to that used for single-family homes). Multi-family properties that use dumpsters for trash collection are usually serviced by private haulers.

Municipal Collection that Excludes Multi-Family Properties

The following municipalities use municipal crews to collect from single family homes but exclude collection from multi-family properties:

- The City of Rockville, MD
- The City of Fairfax, VA
- The City of Seattle, WA (phasing out multi-family collection)

The following municipalities contract for collection of household trash from single family homes without provisions for collection from multi-family properties:

- City of Falls Church, VA
- Montgomery County, MD

Municipal Collection with Limited Service for Multi-Family Properties

The following municipalities use municipal crews to collect from single family homes and provide limited service to multi-family properties:

- The City of Takoma Park, MD (multi-family properties up to 12 dwelling units)

- The District of Columbia (multi-family properties up to six dwelling units)
- The City of Philadelphia, PA (multi-family properties up to two dwelling units)

The following municipalities contract for collection of household trash from single family homes with limited service to multi-family properties:

- Arlington County, VA (multi-family properties up to two dwelling units)
- St Paul, MN (multi-family properties up to four dwelling units)

Municipal Collection for Multi-Family Properties Using Carts

The following Maryland cities provide municipal collection of household trash from multi-family properties that use carts without limitations on the number of dwelling units.

- City of Laurel, MD
- City of Frederick, MD

The City of Frederick will collect up to 320 gallons per week (collection service provided Wednesday through Saturday) to multi-family properties and commercial establishments. Household trash may be set out in carts or 35-gallon trash bags.

The City of Laurel does not limit the quantity of household trash collected from multi-family properties, but they do charge each property for the number of carts serviced. Multi-family properties get five free totes each month. Every tote emptied after the fifth one is billed at \$5.86 per tote. If a business has multiple totes, only those that have trash and are emptied will be counted for billing. For example, a multi-family property that receives once weekly collection from a single tote (four to five collections per month) will not receive a bill. A multi-family property that receives five collections per week (Monday through Friday) will use their free disposal in the first week and will be charged \$5.86 per cart for the remainder of the month.

Municipal Collection for All Multi-Family Properties

The following cities provide municipal collection of household trash from all multi-family properties.

- City of Berkeley, CA (using municipal crews)
- City of Costa Mesa, CA (through a non-exclusive franchise agreement)
- City of Charlotte, NC (through a municipal contract for multi-family properties only)

4 PAY-AS-YOU-THROW (PAYT)

Pay-As-You-Throw, commonly called PAYT, is a solid waste rate strategy that charges households solid waste collection and disposal fees commensurate with the amount of waste they place curbside for collection or transport to a disposal facility. Simply stated, the more waste a household produces, the more the household must pay for service. Appropriately priced PAYT programs create a financial incentive for consumers to produce less waste, and thereby promoting improved reduction, re-use, and recycling.

The amount of waste is typically measured and billed according to a volumetric measurement (i.e., cubic yards, per bag, per bin). According to PayAsYouThrow.org, there are more than 7,100 communities across the U.S. that have PAYT programs.

PAYT APPROACHES

PAYT systems can take many forms. Rate structures and the type and size of containers are often related, and combinations of techniques are often used.

Bag Programs

Households purchase specially marked bags that must be used to set out waste on collection day or for acceptance at the disposal facility. The annual cost to the resident is directly proportional to the number of bags purchased and used. This approach is used by many communities in the Northeast US (Maine, Massachusetts, New Hampshire). The advantages and disadvantages of PAYT bag programs are presented in Exhibit 1.

Exhibit 2. Advantages and Disadvantages of a PAYT Bag Program

Advantages	Disadvantages
• Easy to understand • Promotes a stronger reduction incentive as fees are based on small waste increments • Lower accounting and management cost as no billing system needed • Lower distribution, storage, and inventory cost • Collection is often faster than non-automated collections • Opportunities to capture other revenue through advertising	• Greater revenue uncertainty. Fluctuation based on bag sales • Additional labor and management expense to sell bags • Customers may perceive bags as an inconvenience • Bags are more expensive than tags or stickers • Incompatible with automated and semi-automated collection systems which can lead to worker injury • Bags are more susceptible to overstuffing, damage, tearing, etc. which causes handling problems • Bags are subject to overstuffing which causes tea

Sticker or Tag Programs

PAYT sticker and tag programs are similar to the bag system in that residents purchase special tags or stickers that are affixed to each can, bag, bundle, or bulky item to be collected. Most communities with PAYT sticker and tag programs also offer cart-based collection options. The advantages and disadvantages of PAYT sticker/tag programs are presented in Exhibit 3.

Exhibit 3. Advantages and Disadvantages of a PAYT Sticker/Tag Program

Advantages	Disadvantages
• Easy to understand and less expensive to implement than bag or cart program. • Promotes a stronger reduction incentive as fees are based on small waste increments • Lower accounting and management cost as no billing system needed • Lower distribution, storage, and inventory cost	• Greater revenue uncertainty. Fluctuation based on tag/sticker sales • Additional labor and management expense to sell tags/stickers • Customers may perceive tags/stickers as an inconvenience • Tags/stickers are subject to weather impacts (e.g., adherence problems) • Incompatible with automated and semi-automated collection systems which can lead to worker injury • Tags/stickers are not as noticeable as other PAYT methods which can slow collection for checking tags/stickers and managing enforcement

Variable Cart Programs

In this system, households register for a specific size of cart or number of carts in which to place their household trash depending on their estimated waste generation. Typical cart sizes are either 64 or 96 gallons. A collection and/or disposal fee is charged commensurate with the container size or the number of containers. Under this scenario, the household gains control in choosing the waste disposal volume (and related cost) that best suits their historical disposal habits. Variable cart programs are currently operated in many areas of the U.S. and mesh well with automated collection. The advantages and disadvantages of PAYT sticker/tag programs are presented in Exhibit 4.

Exhibit 4. Advantages and Disadvantages of a Variable Cart Program

Advantages	Disadvantages
• Program revenues are relatively stable and easier to forecast • Collection carts are compatible with automated and semi-automated collection vehicles	• Potentially higher implementation costs if providing carts • Less incentive to reduce waste disposal as customers have already subscribed to a fixed volume • Billing and tracking systems are relatively more complex to manage various cart sizes

Hybrid Programs

This is an approach to PAYT that typically blends any of the above rate structures. In this system, households only pay for waste beyond a specified “base” set out volume. They pay a fixed bill or a tax bill that entitles them to a first cart or bag (or set number of bags). Then, additional waste is charged on a per bag, per sticker, or per cart system as described above.

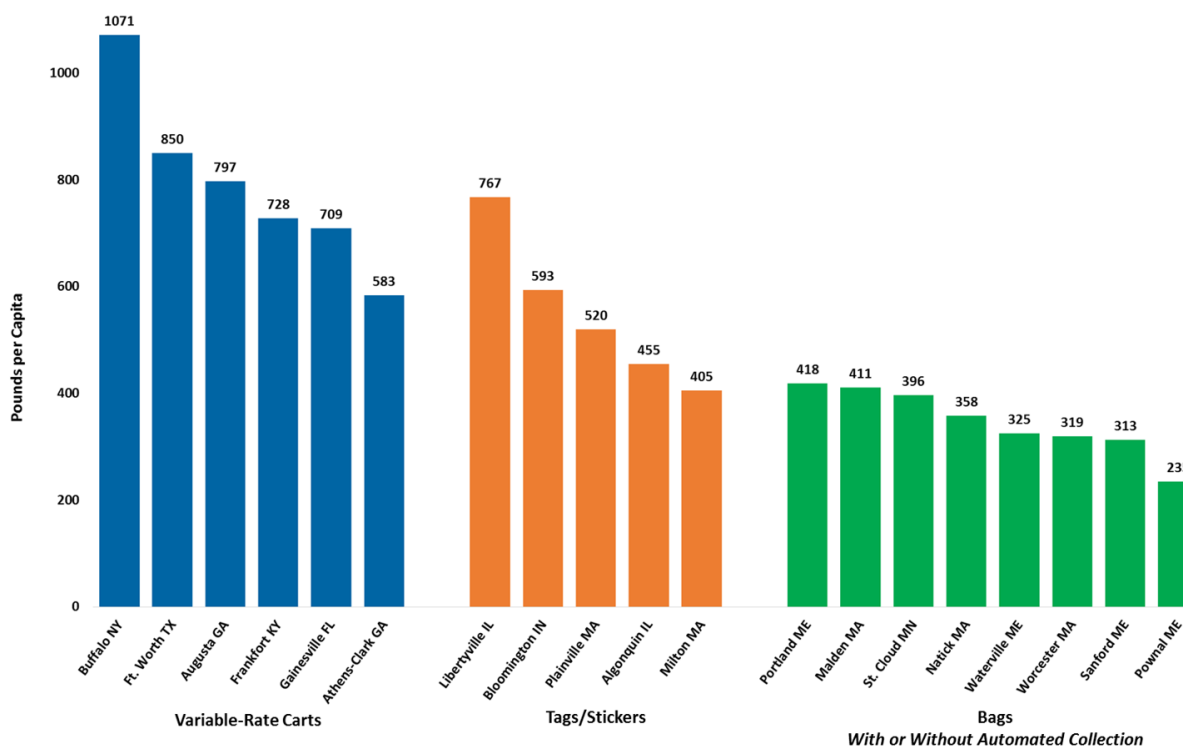
PAYT BENEFITS

In 2006, the EPA reported that on average, communities that implement PAYT programs reduce their solid waste disposal by 17 percent. About one-third of this decline is attributed to increased recycling, one-third is attributed to increased composting, and one-third attributed to residents reducing the quantity of waste generated.

More recently, the Town of New Windsor in Carroll County, MD implemented a PAYT pilot program in 2018. After two months, the Town measured a 41 percent decrease in trash quantities and a 35 percent increase in recycling quantities. Similar results have been experienced by numerous communities with PAYT programs.

Exhibit 5 presents a graphic from the PayAsYouThrow.org website which presents average trash per capita for various cities using bag, tag/sticker, and variable cart PAYT programs. From Table 2 above, City residents currently generate about 703 pounds of trash per capita annually, which is on the low end of those communities with variable cart PAYT programs but on the high end of communities with tag/sticker or bag programs

Exhibit 5. Annual Trash per Capita for PAYT Programs



Based on the range of waste disposal reductions reported by various studies, implementation of a PAYT program in the City of Hyattsville could reduce waste disposal between 17 and 41 percent, or by 561 to and 1,354 tons per year as shown in Table 7.

Table 7. Trash Reduction and Associated Landfill Disposal Costs

Metric	Current Disposal	Waste Reduction	
		17%	41%
Annual Landfilled Tons	3,303	2,741	1,949
Reduction due to PAYT Program	- -	561	1,354
Avoided Landfill Disposal Cost	- -	\$39,301	\$94,785

¹ Based on landfill tipping fee of \$70/ton

PAYT FEES

Most communities structure rates so that higher waste volumes result in higher monthly fees to the residential households. The cities of San Jose and Oakland, CA and Austin, TX distribute the entire cost of the solid waste program (administration, public education, collection, and disposal) by the size of the trash collection cart as shown in Table 8.

Table 8. PAYT Cost per Cart in other Municipalities

City	Monthly Cost per Household			
	96-Gallon Cart	64-Gallon Cart	32-Gallon Cart	20-Gallon Cart
San Jose, CA	\$137.31	\$91.54	\$45.77	*
Oakland, CA	\$138.62	\$92.29	\$52.36	\$46.13
Austin, TX ²	\$48.00	\$27.55	\$22.40	\$21.15

* No 20-gallon cart available but extra garbage sticker cost is \$6.25 each

² Includes base fee of \$17.30 plus \$0.16 per gallon (\$0.32 per gallon for 96-gallon cart)

PAYT IMPLEMENTATION

Because PAYT charges more for increased waste disposal, some residents will be assessed a smaller fee for service but others will be assessed a greater fee for service. Suggesting a change to the current system could be met with strong public opposition, especially those who will be required to pay increased fees. Therefore, the public should be involved in the process that ultimately structures the new system. The City should provide residents with information about the purpose of the change, what the City hopes to achieve through the change, and how the new program will work. Implementation involves the following actions:

1. **Assess setout rates** – The City should how much trash is currently set-out per household on average. This could be the number of bags or cans per household.
2. **Decide on fee structure** - The fee structure will need to cover the cost of the waste collection system including administration, collection, public education, and disposal. Additionally, the number and sizes of containers will need to be decided. For example, will all residents be offered a choice of a 32-, 64-, or 96-gallon containers?

3. **Develop public education campaign** – The new PAYT will need to be promoted to the residents. Residents should be kept informed of the need for the PAYT program and how it will operate. The City should use a multitude of media to promote the new PAYT program (website, signs, brochures, letters to civic groups and HOAs, etc).
4. **Develop a campaign to prevent recycling contamination and illegal dumping** – An increase in recycling contamination can be prevalent as residents try to save costs but use their recycling carts for excess trash. The City will need to develop procedures to identify and prevent trash disposal in recycling or yard waste carts. Enforcement and penalties will also need to be established.
5. **Develop method to annually assess impact of PAYT program** – The City will want to track reductions in household trash as PAYT programs are implemented. Because the City does not manage recycling collection, coordination with Prince George’s County should be established to assess increases in recycling quantities. The City should also monitor for increases in bulk waste and organics.

PAYT IMPLEMENTATION COSTS

Capital costs for PAYT implementation were estimated based on a variable-size cart program structure. Assuming that half of the household served will require a new cart or an additional cart, the capital investment in the program is estimated in Table 9.

Table 9. Estimated Capital Cost for Variable Sized Cart PAYT Program

Metric	Current Disposal
Number of Households Served	3,419
Number of Carts Required ¹	1,710
Cost per Cart	\$50
Total Cart Cost	\$85,475
Amortized at 5% over 10 years	\$11,069

¹ Assumes half of households served will need either a new cart or an additional cart

Similar to variable sized cart programs, costs for bag programs will need to assess type and size of pre-printed bags, retail distribution of bags, administrative and public education programs.

PAYT RISKS

The Covid-19 pandemic stressed many trash collection programs with variable trash quantities and waste types. In a PAYT residents have to pay more to throw away larger quantities; therefore, trash can end up being stockpiled or placed in carts or bags for recycling, yard waste, or organics.. Although PAYT programs can reduce waste quantities disposed, they can also increase contamination rates in recycling and compostable organics or lead to illegal dumping.



City of Hyattsville

Hyattsville Municipal Bldg
4310 Gallatin Street, 3rd Flr
Hyattsville, MD 20781
(301) 985-5000
www.hyattsville.org

Agenda Item Report

File #: HCC-246-FY22

2/22/2022

8.a)

Submitted by: Cheri Everhart
Submitting Department: Community Services
Agenda Section: Consent

Item Title:

Disbursement of FY22 Thrive Grant Funds

Suggested Action:

I move that the Mayor and Council authorize the expenditure of \$2,500 to support the grant proposals recommended from the Health, Wellness and Recreation Advisory Committee and listed in the attached memo for the dissemination of the FY22 Thrive Grants and reallocate the remaining \$6,500 to the Committee for conducting mental health awareness training and additional programming through the Health, Wellness and Recreation Advisory Committee speaker series.

Summary Background:

Please see attached memo.

Next Steps:

Disburse \$2,500 Fiscal Year 2022 Thrive Grant Program funds according to the recommendations from the City's Health, Wellness and Recreation Advisory Committee (HWRAC) and reallocate the remaining \$6,500 for the HWRAC to conduct mental health awareness training and additional programming through the Speaker Series.

Fiscal Impact:

\$2,500

City Administrator Comments:

Recommend Approval

Community Engagement:

Outreach was conducted to inform grantees of this program. Awarded applicants will be notified.

Strategic Goals:

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

Legal Review Required?

N/A

The City of Hyattsville
ATTN: Hon. Interim Mayor Robert Croslin and Hyattsville City Council
4310 Gallatin Street
Hyattsville, MD 20781

February 22, 2022

Dear Interim Mayor Croslin and Hyattsville City Council,

At the November 22, 2021 meeting of the City of Hyattsville's Health, Wellness and Recreation Advisory Committee (HWRAC), we reviewed THRIVE Grant applications for the \$9,000 of funding that the City of Hyattsville allocates annually for groups or individuals within the Hyattsville community. After reviewing the applications and discussing the grant criteria, the HWRAC voted unanimously to make the following recommendations:

1. A total of \$2,500 dollars be awarded to five grant applicants to match the amounts requested in their applications.
2. This leaves \$6,500 of our \$9,000 THRIVE Grant budget allocation unspent.
3. We recommend utilizing the remaining \$6,500 to be allocated for other health, wellness or recreation-based projects eligible to be funded with City revenue or if those are not possible, returning the remaining \$6,500 to the general fund. Potential ideas are for a series of events during Mental Health Awareness month in May or reinitiating the Commissioning an Artist(s) on the Topic of Health Wellness and Recreation.

Attached to this letter is a spreadsheet of the individual projects to which we recommend disbursement of the \$2,500 dollars. Please let us know if you have any questions or concerns.

Sincerely,

City of Hyattsville Health, Wellness and Recreation Advisory Committee.

HYATTSVILLE HEALTH WELLNESS AND RECREATION ADVISORY COMMITTEE
THRIVE GRANTS 2021-2022

Organization	Requested	Recommended Award	Program
ECO City Farms	\$500	\$500	ECO is proposing to host a 3-part series of virtual nutrition education workshops with a focus on healthy eating, highlighting the skills and resources to do so. Food would be provided to Hyattsville residents as part of the program.
Hyattsville Aging In Place (HAP)	\$500	\$500	Hyattsville Aging in Place (HAP) is proposing to deliver healthy produce from the Riverdale Farmers Market to seniors who live in Hyattsville.
Love Yoga	\$500	\$500	Love Yoga Studio is proposing a no cost, four-week yoga class series in a local Hyattsville park during May 2022, with the specific goal of providing opportunities to low-income residents who frequently do not have access to wellness activities.
Hyattsville Elementary School PTA	\$500	\$500	The PTA is proposing to clean up, redevelop, and reimagine an aged outdoor gathering space that has fallen into disrepair over the years. The vision is to create a multi-use outdoor space with a garden that can support small group and full-class usage for anything from story-time to outdoor science experiments and hands-on projects.
Yard Drama	\$500	\$500	Yard Dramas is proposing to host an 8-week series at the University Duck Pond Park (April/May 2021). In these sessions, participants will explore themes of nutrition, physical activity, and mental health using stories from around the world and by engaging in drama, puppetry, music and movement strategies for all ages. The sessions will be a whole person experience and will support the notion that we all need each other to become the best version of ourselves.
Total		\$2,500	

Health Wellness and Recreation Thrive Grants Program Application

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Section 1 – Contact Information

1. Applicant Information

Applicant Name: Kayla Agonoy

Applicant Position: Deputy Director

Applicant Organization (If applying as an individual, please enter "Individual" and complete section 1.2): Engaged Community Offshoots, Inc dba ECO City Farms

Applicant Email Address: [REDACTED]

Applicant Phone Numbers: [REDACTED]

Adult co-sponsor for minors: N/A

2. Supporting Organization Information

If applying as an individual, enter the name of organization that will accept the funding on your behalf otherwise please skip section 1.2.

Supporting Organization:

Authorized Official Name:

Applicant Position:

Applicant Organization (If applying as an individual, please enter "Individual"):

Applicant Email Address:

Applicant Phone Numbers:

Section 2 – Description of Grant Request

Title of Project: Healthy Eating Virtual Demos

Project Description

Please describe the project for which you are seeking funding (one page limit).

ECO City Farms is a nonprofit urban educational farm that “grows great food, farms and farmers” in ways that protect and sustain the natural environment and health of local communities. Working with area youth and adults, ECO educates and trains the next generation of farmers, eaters and environmental stewards. We serve the local communities surrounding our farms in Edmonston and Bladensburg, Maryland.

Healthy food is inaccessible in a majority of Prince George’s County, resulting in high rates of obesity and diabetic-related ailments. Our food landscape is dominated by unhealthy take-out food outlets and convenience stores. Many in our community want to eat healthier, but lack the resources, knowledge or access to make it happen.

For this project ECO is proposing to host a 3-part series of nutrition education workshops with a focus on healthy eating, highlighting the skills and resources to do so. This series would be a virtual offering, allowing for a safe yet engaging experience. We will live stream a cooking instructor while participants follow along at home. Participants will register for the demos ahead of time and will know what supplemental ingredients and cooking tools will be needed to make the dish(es). A portion of the participants will receive a produce ingredient bag to use and follow along with the demo. Though the demo will be open for anyone to join, the produce bags will only be distributed to Hyattsville residents. There will be details provided to Hyattsville residents about picking up their bags before the demo. We anticipate supplying 35-70 produce bags for this series. The produce will be sustainably grown and sourced from ECO City Farms and graduates from our Beginning Farmer Training Program.

Upon sign-up, participants will be asked preliminary questions about their skills and knowledge about healthy eating to serve as a baseline for evaluation as well as if they are a Hyattsville resident. Participants will also be asked to complete a follow-up questionnaire to collect feedback about the demos and assess their resulting learning. After the demo, participants will receive a digital booklet of the recipes and resources to further their learning in an effort to build healthy eating habits.

The topics of the series would be the following:

- 1) Easy Healthy Snacks for Kids: fun and creative after school snacks that parents and children can make together. Children will learn about “eating the rainbow” and why healthy eating is important for their growing bodies and minds.
- 2) Eating in Season: explore the meaning of produce seasonality and the environmental and health benefits of eating produce in the appropriate growing season. The participants will make healthy and tasty dishes using examples of produce that’s in season during the Spring/early Summer.
- 3) Healthy Twist on a Traditional Dish: tips for replacements or substitutes for more health-conscious ingredients in traditional comfort food dishes. We’ll use a traditional Latin American dish for the demo and it will be taught by a bilingual instructor.

Project Goals and Objectives

Briefly describe what the project would accomplish with Thrive Grant Funding (one page limit)

Goal 1. Conduct virtual nutrition education workshop series emphasizing, healthy eating habits, for about 90 Hyattsville residents.

- Objective 1.1. Recruit local food experts to conduct each demo and develop dish recipes, along with digital recipe and resource booklet.
- Objective 1.2 Create registration page and promote the demo series to Hyattsville residents through online and community-based networks.
- Objective 1.3. Live stream cooking instruction series while participants follow along at home.
- Objective 1.4. Collect participant feedback and assess knowledge and skills gained from the series.

Goal 2. Provide healthy local produce to 35-70 Hyattsville residents.

- Objective 2.1. Harvest and package seasonal produce from ECO City Farms and coordinate sourcing additional produce from Beginning Farmers.
- Objective 2.2. Establish a convenient and central pick-up location for Hyattsville residents that also implements social-distancing and prioritizes safety.

Expected activities

Briefly list the major activities that would be undertaken to support the goals and objectives (one page limit)

- Secure chef speakers for cooking instruction and develop recipes and list of supplemental supplies needed to make the demo dishes.
- Create digital recipe and resource booklet
- Create registration pages for the demo series and promote to Hyattsville community networks
- Coordinate produce bag pick-up for demo participants
- Conduct virtual cooking demos over Zoom
- Collect demo feedback and send out digital recipe and resource booklets

Expected outcomes

List expected tangible results (one page limit)

- Greater awareness of eating in season and the environmental and health benefits
- Improved skills in preparing healthy meals
- Increased healthy meal preparation at home
- Greater awareness of how to access fresh, local food
- Increase access to and consumption of local produce for Hyattsville residents

Project Start Date: February 1, 2022

Project End Date: June 15, 2022

Section 3 – Project Details

What topic areas does the project address?

X Nutrition

- ☐ Physical Activity
- ☐ Obesity
- ☐ Diabetes
- ☐ Cardiovascular Health
- ☐ Mental Health - Stress Management, Isolation
- ☐ Substance Abuse
- ☐ Environmental Health Issues
- ☐ Health effects of Climate Change
- ☐ Other (Please Specify):

What population you are focusing on? Select all that apply.

- ☐ Not applicable
- ☐ Adolescents
- ☐ African-American / Black
- ☐ Asian
- ☐ At-Risk/Vulnerable Populations

X Children & Families

- ☐ Disabled People
- ☐ Elderly
- ☐ Foster Youth & Families
- ☐ Hispanic/Latino
- ☐ Unhoused Populations
- ☐ Immigrants and Refugees
- ☐ Incarcerated or Formerly Incarcerated Populations
- ☐ LGBTQ+ Communities
- ☐ Low-Income Communities
- ☐ Men's Health
- ☐ Migrant Workers
- ☐ Military/Veterans
- ☐ Native Alaskan
- ☐ Pacific Islanders

X Parents and Families

- ☐ People Living With HIV/AIDS
- ☐ People With Addictions
- ☐ People With Disabilities
- ☐ Poor/Economically Disadvantaged
- ☐ Single Parents

- ☐ Tobacco Users
☐ Tribal Communities
☐ Victims of Crime
☐ Women's Health
☐ Youth
☐ Other (please specify)

What wards are affected. Select all that apply.

- ☐ Ward 1
☐ Ward 2
☐ Ward 3
☐ Ward 4
☐ Ward 5
☒ All Wards
☐ Other (please specify)

Section 4 – Financial Information

Amount Requested: \$500

Detailed Budget Outline:

Budget Item	Cost
Healthy Eating Instructors (3 instructors at \$50 each)	\$150
Local produce from ECO and Beginning Farmers (35-70 bags valued at \$5-\$10 each)	\$350
Total	\$500

Check Should be Payable To (Name and address): ECO City Farms

DEADLINE: Complete applications are due by 5 PM ET on October 1, 2021

Health Wellness and Recreation Thrive Grants Program Application Contents

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Section 1 – Contact Information

1. Applicant Information

Applicant Name: **Lisa Walker**

Applicant Position: **Board Chair**

Applicant Organization (If applying as an individual, please enter "Individual" and complete section 1.2):

Hyattsville Aging in Place

Applicant Email Address: [REDACTED]

Applicant Phone Numbers: [REDACTED]

Adult co-sponsor for minors:

1.2. Supporting Organization Information If applying as an individual, enter the name of organization that will accept the funding on your behalf otherwise please skip section 1.

2. Supporting Organization:

Authorized Official Name:

Applicant Position:

Applicant Organization (If applying as an individual, please enter "Individual"):

Applicant Email Address:

Applicant Phone Numbers:

Section 2 – Description of Grant Request

Title of Project: Healthy Food for Seniors

Project Description (Please describe the project for which you are seeking funding (one page limit)).

Hyattsville Aging in Place (HAP) is proposing a project to deliver healthy produce from the Riverdale Farmers Market to seniors in Hyattsville that HAP works with. The project will run during the winter months of December – March when seniors are less likely to get out to get healthy food and when illness is more likely to occur.

We expect the vegetables to include different items each time, possibly greens (Kale, lettuces, collards etc), winter squash, apples, potatoes, mushrooms; and other items. In each delivery, we will include a specialty item – which could be a bread, sausage or a fruit. We will include easy recipes with each delivery for soups that can be made on the top of the stove and/or simple baked dishes that can be made in the microwave or oven. HAP volunteers will deliver the vegetables on Friday/Saturday and spend time talking to the senior residents, explaining the recipes and checking in to see how they are. The program will provide at least 4 deliveries of fresh food from December through March, averaging about \$200 for each delivery. HAP will supplement the grant with its own funds if \$500 will not cover all expenses.

This project will help seniors stay healthy as well as support farmers at the market.

HAP provides direct volunteer assistance to 45-50 seniors on a regular basis. This group of seniors includes African-, Middle Eastern-, Hispanic- and Asian-Americans. Most of the seniors have health and mobility problems, including diabetes. And most are less likely to go out during the winter months. In addition to delivering this produce for the four winter months, HAP will post the easy recipes we are including on our website and send them out to HAP's mailing list to reach many more senior residents and those in surrounding towns.

Hyattsville Aging in Place initiated a project like this in summer 2021 with a Food Insecurity grant from the Greater Washington Community Foundation. In addition to delivering vegetables to individual seniors from the Farmers Market, HAP also made 3 large deliveries of fresh vegetables and fruit to Meals on Wheels of College Park – that allowed them to expand their recipes and delivery healthy meals to the 160 area residents they serve, including seniors in Hyattsville.

With a Thrive grant, HAP can continue the program of delivery to individual seniors through the winter months.

Project Goals and Objectives Briefly describe what the project would accomplish with Thrive Grant Funding (one page limit).

- 1) Provide Hyattsville seniors fresh vegetables during the winter months.
- 2) Reduce isolation during the time of year when seniors see fewer people through the deliveries and visits from HAP volunteers.
- 3) Provide regular personal check-ins during the winter months.

4) Provide recommendations for cooking and using vegetables which may carry over to the rest of the year.

Expected activities Briefly list the major activities that would be undertaken to support the goals and objectives (one page limit)

1. **Query seniors on vegetables interested in.**
2. **Identify vegetables available at the Farmers Market and negotiate with Farmers for pickup.**
3. **Pick up and deliver vegetables at least once a month (December, January, February, March)**
4. **Recruit volunteers to deliver vegetable packages.**
5. **Identify easy and interesting recipes for vegetables.**
6. **Identify surprise specialty items.**
7. **Determine satisfaction or concerns with deliveries.**

Expected outcomes List expected tangible results (one page limit)

1. **Ongoing contact with seniors over winter months and spot problems early.**
2. **Reduction in isolation and improvement of mood as result of contact with volunteers.**
3. **Increase in healthy eating with fun recipes.**

Project Start Date: December 1, 2021

Project End Date: March 31, 2022

Section 3 – Project Details

What topic areas does the project address?

x Nutrition

☐ Physical Activity

x Obesity

x Diabetes

☐ Cardiovascular Health

x Mental Health - Stress Management, Isolation

☐ Substance Abuse

- ☐ Environmental Health Issues
- ☐ Health effects of Climate Change
- ☐ Other (Please Specify):

What population you are focusing on? Select all that apply.

- ☐ Not applicable
- ☐ Adolescents
- ☐ African-American / Black
- ☐ Asian
- ☐ At-Risk/Vulnerable Populations
- ☐ Children & Families
- ☐ Disabled People

x Elderly

- ☐ Foster Youth & Families
- ☐ Hispanic/Latino
- ☐ Unhoused Populations
- ☐ Immigrants and Refugees
- ☐ Incarcerated or Formerly Incarcerated Populations
- ☐ LGBTQ+ Communities
- ☐ Low-Income Communities
- ☐ Men's Health
- ☐ Migrant Workers
- ☐ Military/Veteran
- ☐ Native Alaskan
- ☐ Pacific Islanders
- ☐ Parents and Families
- ☐ People Living With HIV/AIDS
- ☐ People With Addictions
- ☐ People With Disabilities

x Poor/Economically Disadvantaged

- ☐ Single Parents
- ☐ Tobacco Users
- ☐ Tribal Communities
- ☐ Victims of Crime
- ☐ Women's Health
- ☐ Youth
- ☐ Other (please specify)

What wards are affected. Select all that apply.

- ☐ Ward 1
- ☐ Ward 2
- ☐ Ward 3
- ☐ Ward 4
- ☐ Ward 5

x All Wards

- ☐ Other (please specify)

Section 4 – Financial Information

Amount Requested: **\$500.00**

Detailed Budget Outline:

Purchase of Produce monthly @ avg \$200/month x 4 months = \$800
(\$500 from grant, \$300 from HAP funds.)

Payment of time for Consultant
Estimated at \$50/hour x 2 hours per month x 4 months = \$400
(all from HAP funds)

Volunteer hours (in kind contribution)
Estimated at 10 volunteers 2 hour per month x \$28.54* x 4 months = \$2,283
 • Independent Sector's valuation of volunteer hours.

Check Should be Payable To (Name and address): Hyattsville Aging in Place

DEADLINE: Complete applications are due by 5 PM ET on October 1, 2021

Health Wellness and Recreation Thrive Grants Program

Funding Report Period: 1/1/2022 - 5/31/2022

Project Name:

Awardee Name:

Awardee Sponsoring Organization Name (if applicable)

Date:

The project received \$ _____ in grant funds.

The project spent \$ _____ in grant funds.

The project will return \$ _____ in unspent grant funds to the City of Hyattsville.

Please provide the following:

1. An account of monies spent, including receipts
2. A description of target population reached (e.g., number and age)
3. An assessment of the project and its effects.
4. Supplemental documents like photos and community appreciation notes are optional.

Any unspent money must be returned to the City of Hyattsville by June 30, 2022 unless prior arrangements are made.

Statement: Wellness and Recreation Thrive Grants Program

Funding Report Period: 1/1/2022 - 5/31/2022

Project Name:

Awardee Name:

Awardee Sponsoring Organization Name (if applicable)

Date:

The project received \$ _____ in grant funds.

The project spent \$ _____ in grant funds.

The project will return \$ _____ in unspent grant funds to the City of Hyattsville.

Please provide the following:

1. An account of monies spent, including receipts
2. A description of target population reached (e.g., number and age)
3. An assessment of the project and its effects.
4. Supplemental documents like photos and community appreciation notes are optional.

Any unspent money must be returned to the City of Hyattsville by June 30, 2022 unless prior arrangements are made.

Statement:

Statement:

I verify that funds were used to support the promotion of health, wellness and recreation activities in the City of Hyattsville in the manner described in this funding report.

Print Name Authorized Official Signature Date

Authorized Official

Submit completed report by June 30, 2022 to Cheri Everhart at ceverhart@hyattsville.org



September 27, 2021

Health Wellness and Recreation Committee
 Thrive Grant Program
 City of Hyattsville
 4310 Gallatin Street
 Hyattsville, MD 20781

Dear Committee and Staff:

Hyattsville Aging in Place (HAP) is happy to submit this proposal to the 2021 Thrive Grant Program. We propose to deliver produce from the Farmers Market during the four winter months to seniors in Hyattsville, including easy recipes for preparing the produce.

HAP will post these recipes to our website and send them by email to residents on our mailing list to expand the distribution list.

We hope the Committee will find this proposal worthy and we look forward to hearing from you.

Sincerely,

A handwritten signature in black ink that reads "Lisa J. Walker". The signature is fluid and cursive, with the first name "Lisa" and last name "Walker" clearly distinguishable.

Lisa J. Walker
 Board Chair
 Hyattsville Aging in Place
 301 887 3101
HAPCares@gmail.com
HyattsvilleAginginPlace.org

Received 11/3 9:26 pm
From Lisa Walker

Hi Cheri,

Yes the program schedule can be shifted to February or whenever the grant is made.

Health Wellness and Recreation Thrive Grants Program Application

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Section 1 – Contact Information

1. Applicant Information

Applicant Name: Asia Vianna M. Leak

Applicant Position: Owner

Applicant Organization (If applying as an individual, please enter “Individual” and complete section 1.2):

Love Yoga Studio MD, LLC

Applicant Email Address: [REDACTED]

Applicant Phone Numbers: [REDACTED]

Adult co-sponsor for minors:

2. Supporting Organization Information

If applying as an individual, enter the name of organization that will accept the funding on your behalf otherwise please skip section 1.2.

Supporting Organization:

Authorized Official Name:

Applicant Position:

Applicant Organization (If applying as an individual, please enter “Individual”):

Applicant Email Address:

Applicant Phone Numbers:

Section 2 – Description of Grant Request

Title of Project: Grounded in Love

Project Description

Please describe the project for which you are seeking funding (one page limit).

Project Goals and Objectives

Briefly describe what the project would accomplish with Thrive Grant Funding (one page limit)

Expected activities

Briefly list the major activities that would be undertaken to support the goals and objectives (one page limit)

Expected outcomes

List expected tangible results (one page limit)

Project Start Date:

Project End Date:

Section 3 – Project Details

What topic areas does the project address?

- ☐ Nutrition
- ☒ Physical Activity
- ☐ Obesity
- ☐ Diabetes
- ☐ Cardiovascular Health
- ☒ Mental Health - Stress Management, Isolation
- ☐ Substance Abuse
- ☐ Environmental Health Issues
- ☐ Health effects of Climate Change
- ☐ Other (Please Specify): _____

What population you are focusing on? Select all that apply.

- ☐ Not applicable
- ☐ Adolescents
- ☐ African-American / Black
- ☐ Asian
- ☐ At-Risk/Vulnerable Populations
- ☐ Children & Families
- ☐ Disabled People
- ☐ Elderly
- ☐ Foster Youth & Families

- ☐ Hispanic/Latino
- ☐ Unhoused Populations
- ☐ Immigrants and Refugees
- ☐ Incarcerated or Formerly Incarcerated Populations
- ☐ LGBTQ+ Communities
- ☒ Low-Income Communities
- ☐ Men's Health
- ☐ Migrant Workers
- ☐ Military/Veterans
- ☐ Native Alaskan
- ☐ Pacific Islanders
- ☒ Parents and Families
- ☐ People Living With HIV/AIDS
- ☐ People With Addictions
- ☐ People With Disabilities
- ☒ Poor/Economically Disadvantaged
- ☐ Single Parents
- ☐ Tobacco Users
- ☐ Tribal Communities
- ☐ Victims of Crime
- ☐ Women's Health
- ☐ Youth
- ☒ Other (please specify) All are welcome!

What wards are affected. Select all that apply.

- ☐ Ward 1
- ☐ Ward 2
- ☐ Ward 3
- ☐ Ward 4
- ☐ Ward 5
- ☐ All Wards
- ☒ Other (please specify) We would like to work with city officials to determine the ward that needs this program the most and select a public park in this ward.

Section 4 – Financial Information

Amount Requested: \$500

Detailed Budget Outline: see attached

Check Should be Payable To (Name and address):

Love Yoga Studio MD, LLC

5111 Baltimore Ave
Hyattsville, MD 20781

DEADLINE: Complete applications are due by 5 PM ET on October 1, 2021



Project Description

Grounded in Love

An Outdoor Yoga Class Series for Low-Income Residents of the Hyattsville Community

Love Yoga Studio is seeking funds to provide a community program that combines the wellness benefits of yoga with the benefits of being active in nature. Across the nation, there is an accessibility gap within the wellness industry, including the wellness spaces in Hyattsville. At Love Yoga we try to make yoga accessible to everyone in the community through a variety of ways, including our in-studio community programs. In addition to these in-studio programs, we aim to transplant the Love Yoga Way into our beloved Hyattsville community, outside of the studio.

Love Yoga Studio would like to offer our *Grounded in Love* program this Spring. *Grounded in Love* is a four-week, sixty-minute, yoga class series. *Grounded in Love* would be held in one of the local parks in Hyattsville weekend mornings. Love Yoga Studio would like low-income residents of Hyattsville to come discover the benefits of practicing yoga in nature, Saturdays 10:30am-11:30am May 7, 2022- May 28, 2022. The *Grounded in Love* program will give low-income residents a chance to enjoy the peace and serenity of a yoga class in the beautiful outdoors. This relaxing experience will be a free wellness activity for the community ages 6 and up.

In addition to being a family event, it will also be accessible to persons with differing abilities, as we will provide a select number of chairs, so that residents who are unable to practice on a mat can still be *Grounded in Love* with their fellow community members. Love Yoga Studio will provide yoga mats, yoga blocks, wipes, as well as participation waivers, pens and post-class surveys. Love Yoga Studio will also provide access to water during each class.



Project Goals and Objectives

If provided the Thrive Grant Funding, this project will help Love Yoga Studio fulfill its mission of closing the wellness gap in the Hyattsville community by offering the *Grounded in Love* program during the spring of 2022.

Goal: Love Yoga Studio will provide a four-week yoga class series in a local Hyattsville park Saturday morning during the month of May 2022 to residents, at no charge.

Objective 1: Love Yoga Studio will work with the City of Hyattsville to determine the best park location for the *Grounded in Love* program, with the specific goal of targeting low-income residents that often do not have access to wellness activities.

Objective 2: Love Yoga Studio will advertise the *Grounded in Love* program to the residents of the target neighborhood by connecting with their housing management, having fliers at the public transportation stops in those areas, as well as notifying the schools closest to the selected park.

Objective 3: Love Yoga Studio will provide four quality outdoor yoga classes that are accessible and inclusive as a part of the *Grounded in Love* program.

Objective 4: Love Yoga Studio will seek the feedback from the residents of Hyattsville to gain information on what went well and what can be improved with the *Grounded in Love* program.



Expected Activities

- Connect with officials in the City of Hyattsville to determine which park would be the best option for the *Grounded in Love* program.
- Attain all necessary permits needed to host the *Grounded in Love* program in the public park.
- Provide personnel for the *Grounded in Love* program including a yoga teacher from Love Yoga Studio and an additional person to serve as support and assistant during the class.
- Create the marketing materials needed to advertise the *Grounded in Love* program.
- Disseminate the marketing materials to the target neighborhood.
- Provide a brief survey to the residents after each class to allow for feedback on how the *Grounded in Love* program was experienced and can be improved in the future.



Expected Outcomes

- ✓ Residents of Hyattsville, who may not have access to wellness activities such as yoga classes, will have four opportunities to connect their mind and body within the comfort of their own community, at no cost to them.
- ✓ Low-income residents of Hyattsville will be more familiar with Love Yoga Studio, allowing them to take advantage of other community programs including, but not limited to the following:
 1. Fund A Yogi Program: *This program allows residents of Hyattsville to request free class credits from a bank of expired credits from other students.*
 2. Barter Program: *This program allows a person to barter with a service or product they provide in exchange for yoga classes.*
 3. Studio Assistant Program: *This program asks a person to commit to assist at least one class per week in exchange for access to yoga classes.*
 4. Intern Program: *This program asks a person to commit a couple of hours a week to various marketing and administrative tasks for the studio in exchange for yoga classes.*
 5. Attending community classes, which are always free
 6. Attending open studio time, which is donation based and allows access to practice yoga in the studio
 7. Scholarship availability in our Youth Programs
- ✓ Low-income residents, adults and children, will see teachers of color providing yoga services, contributing to the destigmatization of wellness practices within low-income neighborhoods that are often communities of color.



Budget Outline

\$240 – Yoga Class Provision

- \$60 per class (4 classes total)

\$160 – Marketing Materials

\$60 – Survey Materials

\$20 – Access to water at each class

\$20 – Sanitation wipes for yoga props (mats, blocks & chairs)

Total \$500

Received from Love Yoga
11/9/2021 2:19 pm

Hi Cheri!

I'm happy to answer these questions. Yes, we will make the marketing materials multi-lingual and we can definitely plan for a virtual option in case of inclement weather.

*Yours in Yoga,
Asia*

Health Wellness and Recreation Thrive Grants Program Application

School Garden to enhance new and improved Outdoor Classroom for Hyattsville Elementary School

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Section 1—Applicant Information

Applicant Name: Kristen Wares
 Applicant Position: Vice President of the Hyattsville Elementary School PTA
 Applicant Organization: Hyattsville Elementary School PTA
 Applicant Email Address: [REDACTED]
 Applicant Phone Numbers: [REDACTED]

Section 2 – Description of Grant Request

Title of Project: School Garden to enhance new and improved Outdoor Classroom for Hyattsville Elementary School

Project Description

Hyattsville Elementary School exists in an urban condition, a micro-footprint that lacks access to any significant outdoor recreational space. A significant portion of the paved play area has portable classrooms on it due to enrollment exceeding the building's capacity. Two years ago, the Hyattsville Elementary School Parent Teacher Association (PTA) set out to enliven and increase the utilization of the existing blacktop by gathering volunteers and partnering with a couple of local businesses to paint an imaginative playscape that encourages movement, helps to designate various activity areas, and offers learning opportunities outside of the classroom.



During the initial surge of the pandemic when most students were learning from home, this blacktop was available to students and nearby families to take a break, get outside, and play. Now, as our students have returned to the school building, not only are we working on how to ensure the building is a safe place for teaching and learning, but how to extend these activities to other outdoor locations available on our grounds.



The PTA is seeking funds from the Thrive Grant to supplement an effort to clean up, redevelop, and reimagine an aged outdoor gathering space that has fallen into disrepair over the years.¹

Our vision is to create a multi-use outdoor space with a garden that can support small group and full-class usage for anything from story-time to outdoor science experiments and hands-on projects.

Improvement plans include:

- Removing existing tree roots
- Treating the ground cover to facilitate better drainage and eliminate ponding and related pest issues
- Refurbishing the planters and seat walls
- Planting the garden with edible and native species plants
- Creating a chalkboard wall
- Purchasing relevant furnishings that will make the space user-friendly and help facilitate learning

There are many benefits to this project:

¹ This 500 SF space, pictured above, is located between the building and the ramp that accesses the blacktop from street level.

1. *Beautification of school grounds & bolstering school/community identity*

It will eliminate an overgrown, blighted area of the school, and replace it with something clean and beautiful. Students, teachers, and staff deserve a space that reflects that they matter and that they deserve the best we can offer. In addition to having the schoolyard diversified and beautified, students will feel an increased respect for their school community and feel ownership of the gardens that they care for, increasing their self-esteem. Families will be able to volunteer on weekends to keep the garden looking healthy and beautiful, which will be a fun way to foster community.

2. *Differentiated learning*

Working in their outdoor classroom, students will learn focus and patience, cooperation, teamwork and social skills. Research shows garden-based teaching addresses different learning styles and intelligences; our non-readers can blossom in the garden, children become more confident and achievement scores improve because learning is more relevant and hands-on. Learning outside will give students the opportunity to learn about ecology, science, and well-being in new and exciting ways. This will be a fun space to use for health and environmental sciences, the inter-related arts, as well as possible mindfulness and well-being exercises.

3. *Safe space, healthy space*

Given the Covid-19 pandemic, students and teachers are eager for opportunities to be outside to learn. Hyattsville Elementary School is an older building, often with poor ventilation, and even after students can be vaccinated against Covid-19, being outside in the fresh air will remain an asset for the students and teachers.

Being outside will have mental health benefits as well. "Being in nature, or even viewing scenes of nature, reduces anger, fear, and stress and increases pleasant feelings. Exposure to nature not only makes you feel better emotionally, but it also contributes to your physical wellbeing, reducing blood pressure, heart rate, muscle tension, and the production of stress hormones."²

Project Goals and Objectives

"Young people increasingly are isolated from the land and deprived of the joys and responsibilities it teaches."

-Alice Waters

Goal: With funding from the Thrive Grant, the Hyattsville Elementary School PTA would be able to add a small school garden to the outdoor classroom. We hope to work with a small, local business such as Love and Carrots³ to incorporate herbs and veggies, and native plants friendly to local pollinators.

Objective 1: Enhance our students' appreciation for nature and learn more about gardening and where our food comes from. Unlike lectures or worksheets on healthful practices, gardens

² Delagran, Louise. How Does Nature Impact Our Wellbeing? University of Minnesota.
<https://www.takingcharge.csh.umn.edu/how-does-nature-impact-our-wellbeing>

³ <https://www.loveandcarrots.com/>

provide an experiential, hands-on learning environment, "where kids get the chance to smell the leaves of the tomato plant and eat carrots with the dirt still on," says Curt Ellis, CEO of FoodCorps. Working in a garden is a real-world activity; it engages students and encourages them to explore and reason independently.⁴ Research shows accelerated achievement in science among students with exposure to garden learning⁵ as well as life-long improved attitudes towards nature and plants⁶.

Objective 2: Provide a space that will improve students physical and mental health. Between being out in the fresh air, with a decreased chance of germ spread, getting sunshine and vitamin D, and being able to explore and learn in a new way, we anticipate that this space will enhance both physical and mental health.

Expected activities

- 1) Consult with a landscaper experienced in urban farming, native plants, and pollinator friendly gardens as well engage Hyattsville Elementary School teachers and staff to develop a design that will allow for optimal usage of the school garden.
- 2) Work with local volunteers from the school community on the implementation of the school garden.
- 3) Teachers and school staff will use the garden to enhance their science, interrelated arts, and wellness curriculums. Illustrative activities for how the garden will be used:
 - a) Wellness and mindfulness exercises such as meditation and yoga to enhance mental health
 - b) Classes learning about pollination and local plants
 - c) Outdoor art and music classes
 - d) Hands on learning about where food comes from and urban farming
 - e) Host guest speakers from local organizations such as Kingsman Island and the Anacostia Watershed Society so students can learn how local heroes are helping the environment and about how they can contribute.

Expected outcome: A school garden which uses native plants and supports local pollinators which beautifies Hyattsville Elementary School, enhances science, interrelated arts, and wellness curriculum, and provides additional opportunities for students to learn outside in a way that is beneficial to their physical and mental health.

Project Start Date: January 2021

⁴ Shafer, Leah. *Let It Grow*. Harvard Graduate School of Education, 2018. *Harvard University*, <https://www.gse.harvard.edu/news/uk/18/07/let-it-grow>.

⁵ Klemmer, C. & Waliczek, T. & Zajicek, J.. (2005). Growing Minds: The Effect of a School Gardening Program on the Science Achievement of Elementary Students. *HortTechnology*. 15. 472-476. 10.21273/HORTTECH.15.3.0448.

⁶ Lohr, Virginia & Pearson-Mims, Caroline. (2005). Children's Active and Passive Interactions with Plants Influence Their Attitudes and Actions toward Trees and Gardening as Adults. *HortTechnology*. 15. 472-476. 10.21273/HORTTECH.15.3.0472.

Project End Date: June 2021 (and beyond!)

Section 3 – Project Details

What topic areas does the project address?

- **Nutrition**
- **Mental Health - Stress Management, Isolation**
- **Environmental Health Issues**

What population you are focusing on?

- **Children & Families**
- **Youth**

What wards are affected.

All members of the town will be able to enjoy this refurbished space, but it will primarily affect those in the Hyattsville Elementary School catchment area, primarily:

- **Ward 3**
- **Ward 4**
- **Ward 5**

Section 4 – Financial Information

Amount Requested: \$500

Detailed Budget Outline: If we receive the \$500, we will work with a local landscaper with experience working on urban farming, native plants, and pollinators, and use the funding for the design and implementation of a school garden, including labor and the purchase of needed materials, including soil, mulch, and materials to create garden beds and containers, as well as native plants.

Check Should be Payable To: Hyattsville Elementary School PTA, 5311 43rd Ave, Hyattsville, MD 20781

Health Wellness and Recreation Thrive Grants Program Application

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Section 1 - Contact Information

Section 2 - Description of Grant Request

Section 3 - Project Details

Section 4 - Financial Information

Section 1 – Contact Information

1. Applicant Information

Applicant Name: Jennifer Ridgway

Applicant Position: Teaching Artist

Applicant Organization (If applying as an individual, please enter "Individual" and complete section 1.2):

Yard Dramas, LLC

Applicant Email Address: [REDACTED]

Applicant Phone Numbers: [REDACTED]

Adult co-sponsor for minors:

2. Supporting Organization Information

If applying as an individual, enter the name of organization that will accept the funding on your behalf otherwise please skip section 1.2.

Supporting Organization:

Authorized Official Name:

Applicant Position:

Applicant Organization (If applying as an individual, please enter "Individual"):

Applicant Email Address:

Applicant Phone Numbers:

Section 2 – Description of Grant Request

Title of Project: Grow Well: Dramatic Experiences at the University Duck Pond Park

Project Description See attached app document.

Please describe the project for which you are seeking funding (one page limit).

Project Goals and Objectives See attached app document.

Briefly describe what the project would accomplish with Thrive Grant Funding (one page limit)

Expected activities See attached app document.

Briefly list the major activities that would be undertaken to support the goals and objectives (one page limit)

Expected outcomes See attached app document.

List expected tangible results (one page limit)

Project Start Date: See attached app document.

Project End Date:

Section 3 – Project Details

What topic areas does the project address?

- ☒ Nutrition
- ☒ Physical Activity
- ☐ Obesity
- ☐ Diabetes
- ☐ Cardiovascular Health
- ☒ Mental Health - Stress Management, Isolation
- ☐ Substance Abuse
- ☐ Environmental Health Issues
- ☐ Health effects of Climate Change
- ☒ Other (Please Specify): Social Emotional Wellness _____

What population you are focusing on? Select all that apply.

- ☐ Not applicable
- ☐ Adolescents
- ☐ African-American / Black
- ☐ Asian
- ☐ At-Risk/Vulnerable Populations
- ☒ Children & Families
- ☐ Disabled People
- ☐ Elderly
- ☐ Foster Youth & Families

- ☐ Hispanic/Latino
- ☐ Unhoused Populations
- ☐ Immigrants and Refugees
- ☐ Incarcerated or Formerly Incarcerated Populations
- ☐ LGBTQ+ Communities
- ☐ Low-Income Communities
- ☐ Men's Health
- ☐ Migrant Workers
- ☐ Military/Veterans
- ☐ Native Alaskan
- ☐ Pacific Islanders
- ☒ Parents and Families
- ☐ People Living With HIV/AIDS
- ☐ People With Addictions
- ☐ People With Disabilities
- ☐ Poor/Economically Disadvantaged
- ☐ Single Parents
- ☐ Tobacco Users
- ☐ Tribal Communities
- ☐ Victims of Crime
- ☐ Women's Health
- ☒ Youth
- ☒ Other (please specify) Early childhood, and the demographics reflected in Ward 3.

What wards are affected. Select all that apply.

- ☐ Ward 1
- ☐ Ward 2
- ☒ Ward 3
- ☐ Ward 4
- ☐ Ward 5
- ☐ All Wards
- ☒ Other (please specify) While the program will occur in ward 3, the program will be open to the surrounding wards and community.

Section 4 – Financial Information

Amount Requested: \$500

Detailed Budget Outline: See attached app document.

Check Should be Payable To (Name and address):

Yard Dramas, LLC
Jennifer Ridgway
6116 43rd Street
Hyattsville, MD 20781

DEADLINE: Complete applications are due by 5 PM ET on October 1, 2021



Title of Project: Grow Well: Dramatic Experiences at the University Duck Pond Park

Project Description: Please describe the project for which you are seeking funding (one page limit).

Yard Dramas is a collective of Prince George's County Teaching Artists, amplifying the field of arts education and creating countywide lifelong arts-learning and arts-making opportunities for all. Our Teaching Artists embed creative practices into communities of all ages in order to activate the artistry of residents, inspire joy and create connections. Communities of neighbors, students, elders, and other groups become a dedicated ensemble troupe working toward a shared goal of collaborative creation and sharing a story together using the performing arts. Collaborating with Prince George's County communities, we lift up the voice of fellow residents, develop empathy and understanding, provide healing, and generate effective solutions to challenges. Yard Dramas taps into the collective experience and wisdom of residents, amplifying the stories of residents along with the history of and current challenges of the natural world of the Anacostia Watershed.

This customized, outdoor, interactive, community-minded storytelling creates a unique ensemble at every session who together tell a magical once-in-a-lifetime devised performance. The story you witness and experience is informed by the feedback, input and artistry of the attendees of the session, who are the ensemble of players sharing the story. The performance exists in that moment only, and will never happen that way ever again. Even the Yard Dramas teaching artists are forever changed in how they will tell the story!

This proposal will allow for Yard Dramas to return to the University Duck Pond Park for 8 weekly 45-minute sessions (April/May 2021). In these sessions, participants will explore themes of nutrition, physical activity, and mental health using stories from around the world and by engaging in drama, puppetry, music and movement strategies for all ages. Specifically we will increase expression, nurture a sense of belonging, and nurture a wonder and curiosity in planting and growing food. This is a whole person experience, and will support the notion that we all need each other to become the best version of ourselves. Because nature has a positive impact on our own health, and because we will be at the Duck Pond during the spring months, we will highlight Earth Day. We will question what health and wellness is for plants and creatures found at the park and others in our native ecosystem. An art project will be on display at the park on Earth Day, and the program will culminate in a special sharing of our experiences together.

The specific strategies and books used will be planned in collaboration with Claudia T. Simasek to ensure we align with the culture of the community and meet the health and wellness goals of the children and families in ward 3. Ms. Simasek owns Espirales Montessori Bilingual, operating down the street from the University Duck Pond Park. Yard Dramas first met Ms. Simasek at the #PG30Parks30Days that was delivered in summer 2021 while at the University Duck Pond Park. This program was supported in part by the Prince George's Arts and Humanities Council, and was a partnership with the City of Hyattsville's Creative Minds.

Recognizing one of the major strengths of the program was that it involved community of all ages, this program will be open to the public, and all ages will be encouraged to participate. A flyer will be distributed to residents in ward 3, and our social media platforms will share the sessions to the wider community.

Project Goals and Objectives Briefly describe what the project would accomplish with Thrive Grant Funding (one page limit)

1. **Connect Community and Create Joy**
Because the program will be open to the public and be highly interactive, we will bring the community together during our session, increasing a sense of belonging. In our program last year, we noted that strangers became friends in the session. Sadly it was a temporary friendship, and participants left alone, never to return again. Because this session repeats, we hope to create lasting friendships. Activities will invite participants to move and shake their bodies in new ways in nature, and to tell stories collectively, which will develop physical awareness *in* self and *towards* others and create joy.
2. **Strengthen social and emotional health and wellness**
Drama is inherently a useful tool for social and emotional learning. Through age-appropriate drama experiences, participants will develop skills to identify emotions, develop communication and relationship skills, navigate and manage emotions, and make decisions that reflect understanding of self and empathy of others.
3. **Raising awareness of our natural habitat.**
By exploring the setting of stories, we can grow our observation skills and sense of curiosity and wonder about our native environment. Yard Dramas often works with communities to adapt a folk story from another environment. The objective is to recast the story with insects and animals found in our own backyards!

Expected activities Briefly list the major activities that would be undertaken to support the goals and objectives (one page limit)

Sessions will include 6 parts: (1) welcome, (2) warmups, (3) focus activity, (4) story presentation, (5) story dramatization or arts activity and (6) closing.

Welcome & Warm Ups:

We begin with a welcome song or chant, and then lead participants to warm up their actor's tools, which include the body, voice, imagination and cooperation. Warm ups develop strong and flexible bodies and voices, and grow our capacity to use our whole body in verbal and non-verbal communication. By developing a routine warmup, participants will develop a healthy self-awareness and increase positive communication skills.

Focus Activity and Story Presentation:

A focus activity requires looking at research about the characters or setting of the story. For example, we may learn about how a bat sleeps, and then identify how we might transform our bodies into a bat sleeping. Or, we might hear about how wolves get separated from the clan and reunited in the wild, exploring what the wolf feels alone in the dark, and then how those feelings are transformed when reunited with his family. Participants are invited to show these emotions in their bodies and faces. Then the facilitator tells a full or part of a story, using dramatic strategies.

Story Dramatization or Arts Activity, and Closing

After hearing the story, teaching artists will lead the participants to improvise and dramatize the story in the park. Our team has decades of training and experience working in schools and daycares and with communities of all ages, and can quickly think on their feet as to how to facilitate a collective storytelling experience.



Visual arts activities will be ecological and environmental mindful projects that develop from the participants observations and aim to raise awareness of the beauty of how as we grow and evolve so does our natural world.

All sessions will end in a strategy to ensure we return to this moment together in the coming week. This may be a song or a chant done standing or sitting in a circle.

Expected outcomes List expected tangible results (one page limit)

Yard Dramas will strengthen its connections with members of the community, especially in ward 3, and will nurture.

Two arts projects - one will be a visual art display around Earth Day, and the other will be a culminating sharing of our performing arts experiences. The visual art project will be worked on in the sessions leading up to Earth Day.

Project Start Date: Project End Date: Thursday, April 7-May 26, 2021

Financial Information

Amount Requested: \$500

Detailed Budget Outline:

Staff Compensation

Planning and Developing Fee = \$300

1 Teaching Artist X 8 sessions X \$150 = \$1200

Materials

Art Projects = \$200

Total Cost: \$1700



Received 11/9/21

10:37 pm

Hi Cheri,

I am working with a home day care provider who lives in the neighborhood adjacent to the University Hills Duck Pond Park. I had a wonderful session in the park with her group today. We are having a fall program to test out the potential. Today, we created little art trees in the park, told a story and then re-enacted the story. Even a family who happened to be in the park at the same time joined our session. It was delightful, and we know something is happening.

Claudia and I first met at the session Yard Dramas held at the Duck Pond this past summer through the City of Hyattsville. She and I have continued to connect and are working to grow a mutually beneficial partnership. We discussed funds today, and we have quite a few options to explore. I am fully confident that we will secure funds for this program one way or another. We are resourceful, and very intent on growing the program together! And if not, the program will certainly take place, because as I said we are intent! As a theatre artist, I'm accustomed to working on smaller budgets. Dream big and then make the show happen!

I hope this helps. Let me know if there is anything else you need.

Jennifer

301-500-0915



City of Hyattsville

Health Wellness and Recreation

Thrive Grants Program Application

Contents

Section 1 - Contact Information

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Section 4 - Financial Information

Section 1 – Contact Information

1. Applicant Information

Applicant Name:	KEVIN LITTLE
Applicant Position:	ARTIST
Applicant Organization (If applying as an individual, please enter "Individual" and complete section 1.2):	
Applicant Email Address:	[REDACTED]
Applicant Phone Numbers:	[REDACTED]

Adult co-sponsor for minors:	
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2. Supporting Organization Information

If applying as an individual, enter the name of organization that will accept the funding on your behalf otherwise please skip section 1.2.

Supporting Organization:	
Authorized Official Name:	
Applicant Position:	



City of Hyattsville

Health Wellness and Recreation

Thrive Grants Program Application

Applicant Organization (If applying as an individual, please enter "Individual"):	individual
Applicant Email Address:	[REDACTED]
Applicant Phone Numbers:	[REDACTED]

Section 2 – Description of Grant Request

Title of Project:	The best that goes in will be the best that will co
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Project Description

Please describe the project for which you are seeking funding (one page limit).

Project Goals and Objectives

Briefly describe what the project would accomplish with Thrive Grant Funding (one page limit)

Expected activities

Briefly list the major activities that would be undertaken to support the goals and objectives (one page limit)

Expected outcomes

List expected tangible results (one page limit)

Project Start Date:	october 1st 2021
Project End Date:	one month from the start date



City of Hyattsville

Health Wellness and Recreation

Thrive Grants Program Application

Section 3 – Project Details

What topic areas does the project address? (Check all that apply)

- | | |
|-------------------------------------|--|
| ☒ | Nutrition |
| ☒ | Physical Activity |
| ☒ | Obesity |
| ☒ | Diabetes |
| ☒ | Cardiovascular Health |
| ☒ | Mental Health – Stress Management, Isolation |
| ☐ | Substance Abuse |
| ☐ | Environmental Health Issues |
| ☐ | Health effects of Climate Change |
| ☐ | Other (Please Specify) |



City of Hyattsville

Health Wellness and Recreation

Thrive Grants Program Application

What population you are focusing on? Select all that apply.

- | | |
|-------------------------------------|---|
| ☐ | Not applicable |
| ☐ | Adolescents |
| ☐ | African-American / Black |
| ☐ | Asian |
| ☐ | At-Risk/Vulnerable Populations |
| ☐ | Children & Families |
| ☐ | Individuals with Disabilities |
| ☒ | Elderly |
| ☐ | Foster Youth & Families |
| ☐ | Hispanic / Latino |
| ☐ | Unhoused Populations |
| ☐ | Immigrants & Refugees |
| ☐ | Incarcerated or Formerly Incarcerated Populations |
| ☐ | LGBTQ+ Communities |
| ☐ | Low-Income Communities |
| ☐ | Men's Health |
| ☐ | Migrant Workers |
| ☐ | Military /Veterans |
| ☐ | Native Alaskan |
| ☐ | Pacific Islanders |
| ☐ | Parents & Families |
| ☐ | People Living with HIV/AIDS |
| ☐ | People with Addictions |
| ☐ | Poor / Economically Disadvantaged |
| ☐ | Single Parents |
| ☐ | Tobacco Users |
| ☐ | Tribal Communities |
| ☐ | Victims of Crime |
| ☐ | Women's Health |
| ☐ | Youth |
| ☐ | Other (please specify) |



City of Hyattsville
Health Wellness and Recreation
Thrive Grants Program Application

What wards are affected. Select all that apply.

- ☐ Ward 1
- ☐ Ward 2
- ☐ Ward 3
- ☒ Ward 4
- ☐ Ward 5
- ☐ All Wards
- ☐ Other (please specify)

Section 4 - Financial Information

Amount Requested:

Check Should be Payable To:

Detailed Budget Outline (attach):

DEADLINE: Complete applications are due by 5 PM ET on October 1, 2021

Health Wellness and Recreation Thrive Grants Program Application

Contents

Section 1 - Contact Information

Section 2 - Description of Grant Request

Section 3 - Project Details

Section 4 - Financial Information

Section 1 – Contact Information

1. Applicant Information

Applicant Name:

Applicant Position:

Applicant Organization (If applying as an individual, please enter “Individual” and complete section 1.2):

Applicant Email Address:

Applicant Phone Numbers:

Adult co-sponsor for minors:

2. Supporting Organization Information

If applying as an individual, enter the name of organization that will accept the funding on your behalf otherwise please skip section 1.2.

Supporting Organization:

Authorized Official Name:

Applicant Position:

Applicant Organization (If applying as an individual, please enter “Individual”):

Applicant Email Address:

Applicant Phone Numbers:

Section 2 – Description of Grant Request

Title of Project:

Project Description

Please describe the project for which you are seeking funding (one page limit).

Project Goals and Objectives

Briefly describe what the project would accomplish with Thrive Grant Funding (one page limit)

Expected activities

Briefly list the major activities that would be undertaken to support the goals and objectives (one page limit)

Expected outcomes

List expected tangible results (one page limit)

Project Start Date:

Project End Date:

Section 3 – Project Details

What topic areas does the project address?

- ☒ Nutrition
- ☒ Physical Activity
- ☒ Obesity
- ☒ Diabetes
- ☒ Cardiovascular Health
- ☒ Mental Health - Stress Management, Isolation
- ☐ Substance Abuse
- ☐ Environmental Health Issues
- ☐ Health effects of Climate Change
- ☐ Other (Please Specify): _____

What population you are focusing on? Select all that apply.

- ☐ Not applicable
- ☐ Adolescents
- ☐ African-American / Black
- ☐ Asian
- ☐ At-Risk/Vulnerable Populations
- ☐ Children & Families
- ☒ Disabled People
- ☒ Elderly
- ☐ Foster Youth & Families

- ☐ Hispanic/Latino
- ☐ Unhoused Populations
- ☐ Immigrants and Refugees
- ☐ Incarcerated or Formerly Incarcerated Populations
- ☐ LGBTQ+ Communities
- ☐ Low-Income Communities
- ☐ Men's Health
- ☐ Migrant Workers
- ☐ Military/Veterans
- ☐ Native Alaskan
- ☐ Pacific Islanders
- ☐ Parents and Families
- ☐ People Living With HIV/AIDS
- ☐ People With Addictions
- ☐ People With Disabilities
- ☐ Poor/Economically Disadvantaged
- ☐ Single Parents
- ☐ Tobacco Users
- ☐ Tribal Communities
- ☐ Victims of Crime
- ☐ Women's Health
- ☐ Youth
- ☒ Other (please specify)

What wards are affected. Select all that apply.

- ☐ Ward 1
- ☐ Ward 2
- ☐ Ward 3
- ☒ Ward 4
- ☐ Ward 5
- ☐ All Wards
- ☐ Other (please specify)

Section 4 – Financial Information

Amount Requested:

Detailed Budget Outline:

Check Should be Payable To (Name and address):

DEADLINE: Complete applications are due by 5 PM ET on October 1, 2021

Hi, my name is Kevin Little , I'm a professional freelance photographer / editor , image retoucher and videographer. I exercise every other day and try to eat healthy. In my opinion

A lot of our health is based on what we put in our bodies. It's the reason why a burger from a fast food establishment costs \$2 and a salad from the same place containing no meat costs you \$5.

This is why the title of my project is called

" THE BEST THAT GOES IN WILL BE THE BEST THAT COMES OUT "

Right before the Pandemic my mom suffered a heart attack on her birthday coming from a restaurant. This was an awakening call for the both of us. She was practicing poor eating habits. My mother is disabled now and I help take care of her. I also provide her with financial support , assist her with bills and the preparation of her meals. She was receiving food assistance from a company called " Mom's Meals " and a Company similar to them called " Meals on Wheels "

Both of these two companies provide meals to seniors that most people would feel wouldn't be acceptable to feed their own dog. Why would you want to give older people with medical problems and weaker compromised immune systems unhealthy food ? I'm asking for the total amount of the grant in the amount of \$500.00 because I want to purchase a good blender , some organic produce , sea moss , elder berry and prepare a healthy meal plan for my mother. I want to document her blood/cholesterol levels before I start this meal plan and monitor her health from a change in her diet. The Juicer I want to buy is the Nama Cold Press Juicer Vitality 5800 which retails for about \$399.00. the remaining \$100 would be used to purchase organic produce and nuts. My attention is to Extend this program to other Seniors in hyattsville md. My mom was the director for the institute of gerontology in her younger years and i used to assist her with seniors. So I have a deep love for older people and a greater deal of respect for them. I have a licensed therapist and a meal planner that i would like to incorporate in this project once I'm able to obtain more money for my project. Im a professional photographer /videographer so i plan on assembling a production team (i have all the equipment) for recording interviews and making my project visual. Also it a juice bar located next to the post office on Hamilton St. , i have been building a very good rapport with them and they're also interested in supporting my Project. The check should be mailed to my mother's address which is

[REDACTED]

and my full name is Kevin Lewis Little

Thank you for your consideration during these troubling times the city of

hyattsville really tries to take care of their residents. I really appreciate your service to our community and have a blessed day.

Sincerely ,
Kevin Little

Hyattsville Thrive Grant URL broken

Kevin Little <klittle786@gmail.com>

Fri 10/1/2021 11:17 AM

To: Cheri Everhart <CEverhart@hyattsville.org>; Daniel Peabody <dpeabody@hyattsville.org>

Hi, my name is Kevin Little , I'm a professional freelance photographer and videographer. I exercise every other day and try to eat healthy. In my opinion

A lot of our health is based on what we put in our bodies. It's the reason why a burger from a fast food establishment costs \$2 and a salad from the same place containing no meat costs you \$5. Right before the Pandemic my mom suffered a heart attack on her birthday coming from a restaurant. This was an awakening call for the both of us. She was practicing poor eating habits. My mother is disabled now and I help take care of her. I also provide her with financial support , assist her with bills and the preparation of her meals. She was receiving food assistance from a company called " Mom's Meals " and a Company similar to them called " Meals on Wheels "

Both of these two companies provide meals to seniors that most people would feel wouldn't be acceptable to feed their own dog. Why would you want to give older people with medical problems and weaker compromised immune systems unhealthy food ? I'm asking for the amount of \$500.00 because I want to purchase a good blender ,some organic produce , sea moss , elder berry and prepare a healthy meal plan for my mother.

I want to document her blood/cholesterol levels before I start this meal plan and monitor her health from a change in her diet. Thank you for your consideration during these troubling times the city of hyattsville really tries to take care of their residents. I really appreciate your service to our community and have a blessed day.

Sincerely ,
Kevin Little

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Received 11/3/21 10:04 am

Hi my application has a narrow focus because the funds for the grant are so small. Yes I am a professional photographer/videographer and like I stated in my application I was going to apply those skills to this project. But to perform this project on a larger scale requires more finances.

I would need supplies , I would need/want to hire a small media staff , a director , nutritionist , therapist and be compensated for my creativity. I was already sacrificing my equipment and expertise to focus on one candidate to hopefully encourage you all to support this project on a broader scale. That was my objective, and I had a juice bar company that I wanted to work with in hyattsville that's right on Hamilton st. But after doing my research 😊 I've discovered they use products from that pyramid scheme nutrition company. If this project isn't consisting of things that are natural and organic there isn't any point. If you are interested in this project and want to give me the extra money do this with more people I would be happy to send you all a Client inquiry form and then send you a detailed proposal. I have a female physical trainer who has a program now training seniors , I've already reached out to her , she interested in the project but like most people she also interested in being compensated.

I have another organization I will be contacting today I believe they use natural products and I will let you know about them this afternoon. Think about my proposition, let me know if there any other questions you might have. I've really put thought into this so I can always elaborate on the project.

Thank you so much for your consideration always Kevin 😊

Sent from my iPhone

On Nov 3, 2021, at 9:11 AM, Cheri Everhart <CEverhart@hyattsville.org> wrote:

Good morning Mr. Little -

The Health, Wellness & Recreation Advisory Committee met last week to review this year's Thrive Grant applications. Below are questions from the Committee. Please reply to me with your answers by 5:00 on Wednesday, November 10:

Kevin Little

Thank you for your application for a Thrive Grant. The Hyattsville Health, Wellness and Recreation Advisory Committee is interested in your proposal, however there is

some additional information that we would like you to provide to us so we can continue to review your application.

- *As indicated in the Thrive In order to receive a Thrive Grant an individual must indicate an organization who will accept funding on your behalf. This was not indicted in your application.*
- *Your application has a very narrow focus, only one person. In your application you indicate that you are a freelance photographer and videographer, would it be possible to leverage those skills, in conjunction with the organization who will accept your funds to develop a program that could affect a wider portion of the Hyattsville community?*

Thank you!

Cheri



City of Hyattsville

Hyattsville Municipal Bldg
4310 Gallatin Street, 3rd Flr
Hyattsville, MD 20781
(301) 985-5000
www.hyattsville.org

Agenda Item Report

File #: HCC-249-FY22

2/22/2022

8.b)

Submitted by: Laura Reams
Submitting Department: City Clerk
Agenda Section: Consent

Item Title:

FY22 Budget Amendment: Special Election 2022

Suggested Action:

I move that the Mayor and Council authorize an FY22 budget amendment in the amount of \$108,000 for the Board of Supervisors of Elections budget to be appropriated as follows: \$3,000 Ads & Notices, \$63,000 Equipment Rental, \$17,000 Postage, \$10,500 Contracted Services and \$1,500 for office supplies and miscellaneous expenses.

Summary Background:

The City of Hyattsville will conduct the 2022 Mayoral Special election by mail-in ballot. The election will be conducted on Tuesday, June 7, 2022. Staff and the Board of Elections are in the process of identifying and selecting vendors. Appropriated funds in the FY22 budget for the Board of Elections were largely expended on the September 2021 Special Election. A budget amendment is required to execute the Vote-by-Mail election.

A summary of the budget amendment is below. Additional details are in the attached memo.

Line Item #	Line Item	FY22 Budget
		Amendment
5300	Ads & Notices	\$ 3,000.00
5305	Equipment Rental	\$ 63,000.00
5340	Postage	\$ 17,000.00
5345	Printing	\$ 13,000.00
5399	Other Contracted	\$ 10,500.00
5410	Office Supplies	\$ 500.00
5499	Misc. Supplies	\$ 1,000.00
	Total	\$ 108,000.00

Next Steps:

Upon approval the City Treasurer will appropriate the approved funds into the Election budget.

Fiscal Impact:

\$108,000

City Administrator Comments:

Recommend Support. The projected costs have been rounded up to ensure the City can cover unknown and/or unprojected miscellaneous expenses.

Community Engagement:

There is a communications strategy planned for the Special Election and a portion of the budget amendment will support the plan.

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance

Legal Review Required?

N/A



Memo

To: Mayor and Council

From: Laura Reams, Director of Communications & Legislative Services

CC: Tracey Douglas, City Administrator

Ron Brooks, City Treasurer

Board of Supervisors of Elections

Date: February 16, 2022

Re: Budget Amendment – Special Election 2022

Background:

The City of Hyattsville will conduct the 2022 Mayoral Special election by mail-in ballot. The election will be conducted on Tuesday, June 7, 2022. Staff and the Board of Elections are in the process of identifying and selecting vendors. Appropriated funds in the FY22 budget for the Board of Elections were largely expended on the September 2021 Special Election (totaling approximately \$40,000). A budget amendment is required to execute the Mayoral Special Vote-by-Mail election. A budget breakdown is listed below by line item followed by a summary budget. The total requested budget amendment is \$108,000 which has been rounded up to cover unplanned or unprojected miscellaneous costs.

Ads & Notices – Requested Budget Amendment: \$3,000

Funds will support outreach communications, specifically the purchase of bus shelter ads, big belly ad's, posting of the legal notice of election, and additional communications outreach items.

Equipment Rental – Requested Budget Amendment: \$63,000

The budget amendment will support the vendors required for the Vote-by-Mail election. These vendors include the contract for print/mail services, a resident-facing ballot tracking interface through Ballot Scout, rental of the post office box, ballot coding and scanning equipment, and tent rental for election day. These services are consistent with the services procured for the two (2) vote-by-mail elections held in 2021. Additional funds have been allocated for the rental of pollbooks to automate the process of

checking in vote-by-mail ballots as well as voters on election day leading to a more seamless administration and easier process for voters. Staff and the Board are currently reviewing options for vendors as well as working with the County Board of Elections to ensure the pollbooks are compatible with the State's system to provide voter credit post-election.

Postage – Requested Budget Amendment: \$17,000

Funds will be utilized to pre-pay return postage for ballots via business reply mail and support the mailing of three (3) postcards to all registered voters and an election guide. The City will fund the Business Reply Mail account to account for the mailing of all return ballots. Ballots not returned via mail will not incur postage fees and the City may receive a refund of unused funds after the election.

Contracted Services – Requested Budget Amendment: \$10,500

Funds will support the staffing of ballot intake days, election day, and necessary supplies for ballot intake and the purchase of personal protective equipment (PPE) for poll workers.

Summary Budget:

Line Item #	Line Item	FY22 Budget Amendment
5300	Ads & Notices	\$ 3,000.00
5305	Equipment Rental	\$ 63,000.00
5340	Postage	\$ 17,000.00
5345	Printing	\$ 13,000.00
5399	Other Contracted	\$ 10,500.00
5410	Office Supplies	\$ 500.00
5499	Misc. Supplies	\$ 1,000.00
	Total	\$108,000.00

RECOMMENDATION:

Staff recommends the Mayor and Council authorize an FY22 budget amendment in an amount not to exceed \$108,000 from the general fund into the Election budget to support the services described in this memo.



City of Hyattsville

Hyattsville Municipal Bldg
4310 Gallatin Street, 3rd Flr
Hyattsville, MD 20781
(301) 985-5000
www.hyattsville.org

Agenda Item Report

File #: HCC-256-FY22

2/22/2022

8.c)

Submitted by: Laura Reams
Submitting Department: City Clerk
Agenda Section: Consent

Item Title:

Approval of Election Equipment Vendor for Special Mayoral Election 2022

Suggested Action:

I move that the Mayor and Council authorize the City Administrator to execute a contract with Election Systems and Software (ES&S) in an amount not to exceed \$13,000 to be the City's election equipment vendor for the Special Election to be held on Tuesday, June 7, 2022, upon the review and approval by the City Attorney for legal sufficiency.

Summary Background:

The contract will include the following:

- Rental of optical ballot scanners
- Rental of Americans with Disabilities Act (ADA) accessible electronic voting machines
- One (1) day of election judge training
- On-site technician for Election Day
- Tabulation of Election Results

The 2022 Special Election will be held primarily by mail. The City will have one (1) polling center on Election Day for voters from all wards and for Same Day Voter Registration. ES&S will utilize paper ballots and optical scanners and has been the City's vendor for its last four (4) elections.

Next Steps:

Upon approval, the City Administrator will execute the contract. The Board of Supervisors of Elections and City staff will work with the Election vendor to coordinate and implement the ballot intake and Election Day polling center.

Fiscal Impact:

NTE \$13,000

City Administrator Comments:

Recommend Support.

Community Engagement:

Outreach announcing candidate and voter registration periods will be mailed to City households.

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance

Legal Review Required?

Pending

Election Systems & Software, Inc.

11208 John Galt Blvd, Omaha, NE 68137

QUOTE #005
DATE:2/17/22

TO Laura Reams
City Clerk and Director
City of Hyattsville
4310 Gallatin Street
Hyattsville, Maryland 20781

QTY	ITEM #	DESCRIPTION	UNIT PRICE	LINE TOTAL
3		DS200's with plastic ballot box, results tape	\$1,075.00	\$3,225.00
		Freight	\$230.00	\$690.00
2		ES&S ExpressVotes - plus soft sided carrying case - freight	\$635.00	\$1,270.00
		Freight	\$70.00	\$140.00
10		Voting booths - inclusive of freight	\$50.00	\$500.00
5		Election definitions on USB sticks {coding}	\$600.00	\$3,000.00
TBD		ES&S on site Representative	\$1,795.00 per day	TBD
GRAND TOTAL				TBD

Quotation prepared by: Todd V. Urosevich - 402 321 3842
Quotation Date: 2/17/22
Quotation Expires on: 4/17/22

THANK YOU FOR YOUR BUSINESS!



City of Hyattsville

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Agenda Item Report

File #: HCC-257-FY22

2/22/2022

8.d)

Submitted by: Laura Reams
Submitting Department: City Clerk
Agenda Section: Consent

Item Title:

Award of Contract for Mail Vendor - Special Mayoral Election 2022

Suggested Action:

I move that the Mayor and Council authorize the City Administrator to enter into an agreement with Fort Orange Press for the printing and mailing of ballot packets and ballots for 2022 Special Mayoral City Election at a cost not to exceed \$32,000. The agreement will be effective upon the review and approval by the City Attorney.

Summary Background:

The Special Mayoral Election has been scheduled for Tuesday, June 7, 2022. Staff and the Board of Elections are in the process of obtaining vendors and preparing logistics for the election. Fort Orange Press served as the City's mail vendor for the May and September 2021 elections. The City had a positive experience with the vendor and recommends contracting with them for the special election.

The scope of the request for proposal is listed below.

- Printing of approximately 11,500 bilingual ballot packets consisting of the following components:
 - o Outer Envelope
 - o Return Envelope
 - o Outgoing and Return Intelligent Bar Code Tracking
 - o Oath/Signature Envelope for Ballot
 - o 8.5x11 Ballot
 - o Instructions
 - o Voter Assistance Form
 - o Inclusion of an I Voted Sticker
- Direct Mail drop of first-class mail to the closest Maryland postal sorting facility
- Printing of ballots for Election Day Polling Center compatible with ES&S election ballot scanners
- Printing of test ballots for ballot scanner accuracy
- Printing of additional on-hand ballot packets for the City to mail to individuals who register to vote after the initial voter deadline.

A summary of the contact costs is below, and additional details are included in the attached quote. Please note that the contract cost below includes advance payment to Fort Orange Press of the postage fees for the mailing of the ballots. The NTE amount also includes a contingency for the mailing of an additional 500 ballot packets as the city has not yet received an updated voter list from the Prince George's County Board of Elections to verify the number of County voters.

Fort Orange Press

Item	Unit Cost	Total	Notes
Ballot Packet	1.25	\$ 14,375.00	11,500 ballots
Outgoing Postage	0.65	\$ 7,475.00	11,500 ballots
Election Day Ballots & Test Ballots	0.45	\$ 450.00	1,000 ballots
Data File Set up	n/a	\$ 1,750.00	
Color Printing	n/a	\$ 3,810.00	
I Voted Sticker & Ballot Tracking Insert	n/a	\$ 3,220.00	
On Hand Ballot Envelopes	n/a	\$ 200.00	
Ballot Packet Mail Contingency	n/a	\$ 325.00	Additional 500 packets
		\$ 31,605.00	

Next Steps:

Upon approval staff will proceed with execution of the contract and planning for the 2022 special election.

Fiscal Impact:

NTE \$32,000

City Administrator Comments:

Recommend Approval

Community Engagement:

The City is developing a communications plan for the Special Election.

Strategic Goals:

Goal 4 - Foster Excellence in all City Operations

Legal Review Required?

Pending



11 Sand Creek Road
Albany, New York 12205
518.489.3233 • 800.777.3233

fortorangeexpress.com

February 17, 2022

Laura Reams
City of Hyattsville
4310 Gallatin Street
Hyattsville, MD 20781

Dear Ms. Reams:

Fort Orange Press is pleased to provide the City of Hyattsville with the following proposal for your 2022 **Vote-By-Mail Ballot Mailing and Election Day Ballots**.

Description	Envelopes	Ballot Size	Single or Double Sided	Quantity	Unit Price	Extended Price
Price for Vote-By-Mail Packet: Includes 3 Envelope Set, 1 Ballot (Postage Not Included)	To be created by Fort Orange Press (Forward, Oath and Return)	11"	Double	11,500	\$1.25	\$14,375.00
Price for Election Day Ballots loose, shrink-wrapped in 50's		11"	Double	1,000	\$.45	\$450.00
						Total: \$14,825.00



- Mail list data file set up fee per election: \$1,750.00.
- All ballots will be produced on Sub 80lb white opaque to specification.
- Pricing includes shrink wrapping election day ballots in 50's packed by precinct and delivered to city board of elections.
- 5.5" x 9" carrier sheet with 2" x 2" round I voted label for vote by mail quantity of 11,500 \$3,220.00
- 5 additional ink colors, unique color per ward plus 1 additional ink included on the forward envelope: \$3,810.00.
- Additional 3 envelope sets with unique inks for office use: \$200.00 per 1,000.
- Pricing is effective through December 31, 2022 and based on the current paper market price index which is subject to change based on market conditions.

Please do not hesitate to contact me should you have any questions.

Thank you for considering Fort Orange Press!

Sincerely,

Fort Orange Press, Inc.

Daniela VanVeghten
Director of Election Strategy

Accepted By: _____

Name/Title: _____

Date: _____



City of Hyattsville

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Agenda Item Report

File #: HCC-250-FY22

2/22/2022

9.a)

Submitted by: Laura Reams

Submitting Department: City Clerk

Agenda Section: Action

Item Title:

Hyattsville Charter Amendment Resolution 2022-01: Adjusting the Time Requirements for a Special Election due to a Vacancy in Office of Mayor or Councilmember (INTRODUCTION & ADOPTION)

Suggested Action:

I move the Mayor and Council introduce and adopt Hyattsville Charter Amendment Resolution 2022-01, a resolution amending Article II of the City of Hyattsville's Charter to adjust the time requirements by which a Special Election arising out of a vacancy in the Office of the Mayor or any Councilmember must be held (INTRODUCTION & ADOPTION).

Summary Background:

The Charter Amendment proposes extending the time to fill a vacancy in the Office of Mayor or Councilmember from 75 days to 140 days of the date the vacancy is created.

The Office of Mayor became vacant on January 25, 2022, due to the tragic passing of Mayor Kevin Ward. Under City Charter Section C2-3 (E), in the event of a vacancy in the Mayor's position, the President of the Council shall serve as Mayor until a new Mayor is elected. Under this provision, Council President Croslin is serving as the Interim Mayor of Hyattsville. The current provision in the Charter states that the special election must be held within 75 days of the vacancy. The Charter further states that a special election will not be required if the election is to occur within 150 days of a regularly scheduled election. The next regularly scheduled election is May 9, 2023, which is 469 days from the date of the vacancy. Due to the extended length of time before the next regular election, the City is obligated under the Charter to hold an election for the Mayor's at-large seat.

The Board of Supervisors of Elections recommended to the Council that the Special Election be held by mail, in part because of the increased voter participation seen in the 2021 elections but also due to the ongoing COVID-19 health risk for voters and for staff. The Council approved this recommendation via resolution on February 7, 2022. Resolution 2022-01 is included with the supporting documentation for this item.

Due to the various timeline requirements for a vote-by-mail election, the time allowable to hold the election under the existing Charter is not sufficient. The Board believes a vote-by-mail election can be accomplished within 140 days and recommends the Council proceed with a Charter Amendment Resolution to alter the time for special elections from 75 days to 140 days for the upcoming special elections and for future elections.

Charter Amendments require a Public Hearing which must be held 21 days after public notice of the hearing. Notice of the Public Hearing was posted on the City's website on February 1 and published via the City's communications mediums. The proposed timeline for adoption of the Charter Amendment is listed under "Next Steps". Under the proposed timeline, the City will maintain compliance with its Charter and legally extend the time period for the Special Election to the necessary timeframe needed to maintain the integrity of the City's election process.

Next Steps:

Timeline for Adoption

- February 7: Schedule Public Hearing for February 22 (Notice was posted on February 1)
- February 22: Public Hearing
- February 22: Adoption of the Charter Amendment Resolution
- April 13: Effective Date of the Charter Amendment Resolution

Fiscal Impact:

The FY22 budget for elections was \$45,646. These funds were largely expended on the September 2021 Special Election for Ward 1. A budget amendment will be required to support the special election for the mayoral vacancy. A budget amendment will be included on the Council Meeting agenda for February 22, 2022.

City Administrator Comments:

Recommend support.

Community Engagement:

There will be a communications strategy planned for the Special Mayoral Election.

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance

Legal Review Required?

Complete

1
2 **CITY OF HYATTSVILLE, MARYLAND**

3 **CHARTER AMENDMENT RESOLUTION No. 2022-01**

4 **A Resolution Amending Article II of the City of Hyattsville's Charter to**
5 **Adjust the Time Requirements by Which a Special Election Arising out of a**
6 **Vacancy in the Office of the Mayor or any Councilmember Must be Held.**
7

8 **A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF**
9 **HYATTSVILLE, MARYLAND,** adopted pursuant to the authority of Article XI-E of the
10 Constitution of Maryland and Title 4, Subtitle 3 of the Local Government Article of the Annotated
11 Code of Maryland (as amended), to amend the Charter of the said City, said Charter being a part
12 of the public local laws of Maryland (1963 Edition, as amended), which Article contains in whole
13 or in part the Charter of the City of Hyattsville, Maryland, whereby the Mayor and City Council
14 seek to amend the City Charter to alter the day when the newly elected Mayor and Council take
15 office, alter the day of the Mayor and Council's organizational meeting, and change the time for
16 certification of the election.

17 **WHEREAS,** the Mayor and Council are committed to increasing voter turnout in City of
18 Hyattsville Elections; and

19 **WHEREAS,** the Mayor and Council believe the increase in voter turnout in the most recent
20 vote-by-mail elections warrants that the Charter be changed to allow for the option to fill vacancies
21 by a vote-by-mail election; and
22

23 **WHEREAS,** the Mayor and Council received correspondence from the Board of Elections
24 dated February 1, 2022, notifying Council that seventy-five days is an insufficient period of time
25 for the Board and Staff to conduct a vote-by-mail special election and recommending that the
26 period of time be extended to one hundred forty days; and
27

28 **WHEREAS,** the Mayor and Council seek to address these issues by amending the
29 language in the Charter; and

30 **WHEREAS,** the City Council gave at least twenty-one (21) days advance notice of the
31 public hearing held regarding adoption of this Resolution and the amendment to the Charter
32 contained herein.
33

34 **NOW, THEREFORE, BE IT RESOLVED,** by the Mayor and City Council of the City
35 of Hyattsville, Maryland, in regular session assembled:

36 **Section 1:** That Article II, C§2-3 of the Charter of the City of Hyattsville, Maryland, be
37 amended as follows:
38

39 * * *

§ C2-3. Organization; vacancies; powers and duties of Mayor; meetings; quorum.

* * *

B. If a vacancy is created in the office of Mayor or any Councilmember by reason of death, refusal or inability to act, disqualification, resignation or removal beyond the corporate limits of the City, then the remaining councilmembers shall notify the Board of Supervisors of Elections to proceed to fill such a vacancy by special election which must be held within ~~seventy-five (75)~~ one hundred forty (140) days of the date the vacancy is created, for the balance of the term of the Mayor or that of the Councilmember.

* * *

Section 2: That the date of the adoption of this Resolution is February 22, 2022, and that the amendment to the Charter of the City of Hyattsville hereby proposed by this enactment shall become effective on April 13, 2022 (50 days after its passage), unless a proper petition for a referendum hereon shall be filed by April 3, 2022, (40 days after passage) and that an exact copy of this Resolution shall be posted at the main municipal building and a fair summary of the Amendment shall be published in a newspaper having general circulation in the City of Hyattsville not less than four (4) times at weekly intervals within forty (40) days after passage of this Charter Amendment Resolution.

Section 3: That as soon as the Charter Amendment hereby enacted becomes effective, either as herein provided or following a referendum, the Clerk shall send separately to the Department of Legislative Services, the following information concerning the Charter Amendment: (1) the complete text of this Resolution; (2) the date of referendum election, if any, held with respect thereto; (3) the number of votes cast for and against this Resolution by the Mayor and City Council of the City of Hyattsville or in a referendum; and (4) the effective date of the Charter Amendment.

Section 4: That the Clerk be, and is specifically enjoined and instructed to carry out the provisions of Sections 2 and 3, and as evidence of compliance herewith the said Clerk shall cause to be affixed to the Minutes of this meeting (1) an appropriate certificate of publication of the newspaper in which the fair summary of the Amendment shall have been published; and (2) records of mailing referred to in Section 3, and shall further complete and execute a Certificate of Compliance.

INTRODUCED by the Mayor and City Council of the City of Hyattsville, Maryland, at a Regular Meeting on February 22, 2022, at which meeting copies were available to the public for inspection, and at which time a public hearing took place.

ADOPTED by the Mayor and City Council of the City of Hyattsville, Maryland, at a Regular Meeting on February 22, 2022, at which meeting copies were available to the public for inspection.

APPROVED:

City of Hyattsville, Maryland:

Date

Robert S. Croslin, Interim Mayor

ATTEST/WITNESS:

City of Hyattsville, Maryland:

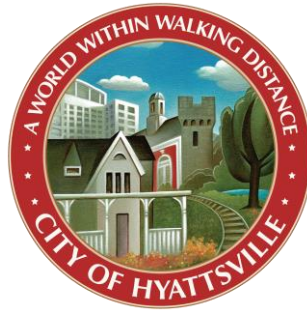
Date

Laura Reams
City Clerk

1
2
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6
7
8

{ } indicate deletions
Underline/**CAPS** indicate additions/amendments to additions

Robert S. Croslin
Interim Mayor



Tracey E. Douglas
City Administrator

February 1, 2022

Dear Interim Mayor Croslin and Council:

On behalf of the Board of Elections, I am writing to inform you that the Board met on February 1, 2022, with the City Clerk and the City Attorney. The Board reviewed the relevant Charter and Codes provisions related to special elections and vote-by-mail elections.

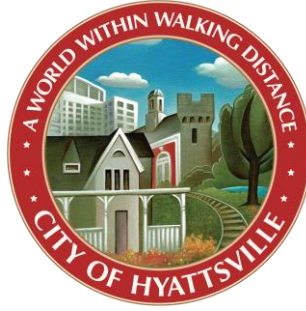
The Board believes that the success of the past vote-by-mail elections warrants that this special election should be vote-by-mail. Additionally, Covid-19 variant concerns for voters and staff will exist in the upcoming special election. Thus, the Board recommends that the Council direct that the upcoming special election be a vote-by-mail election.

The Board is obligated, however, to inform you that the timeline associated with conducting a vote-by-mail election is incompatible with the Charter requirement that a special election for the Mayoral vacancy be conducted within seventy-five days of January 25, 2022 (the date the vacancy occurred). This became apparent after the most recent vote-by-mail elections and was identified as a necessary change to the Charter and was in the queue to be put before Council. After consulting with the City Clerk, the Board believes a special election conducted by mail can be accomplished within one hundred forty days of the vacancy. Thus, the Board recommends and requests that Council change the Charter to alter the time period for special elections conducted in the context of a vacancy from seventy-five days to one hundred forty days.

Returning to the special election at hand, the Board will not be able to conduct a vote-by-mail election on or before the seventy-fifth day after the vacancy was created because some or all of the necessary equipment to conduct the election will not be available. The Board will be invoking §C2-3(D) of the Charter which allows the date of the special election to be extended an additional thirty days beyond the seventy-fifth day permitted in the Charter. The Board believes it is within its authority to extend the time for conducting the election due to the absence of the equipment. Should the Council pass a resolution directing that the special election be a vote-by-mail election, the Board requests that the Interim Mayor and Council indicate their concurrence with the thirty-day extension.

Sincerely,

Robert S. Croslin
Interim Mayor



Tracey E. Douglas
City Administrator

A handwritten signature in black ink, appearing to read "Zach Peters", with a stylized flourish at the end.

Zachary Peters
Chair, Board of Supervisors of Elections

CC: Board of Supervisors of Elections
Ethics Commission
City Clerk

CITY OF HYATTSVILLE, MARYLAND

NOTICE OF PUBLIC HEARING

A PROPOSED CHARTER AMENDMENT TO ADJUST THE TIME WITHIN WHICH A SPECIAL ELECTION ARISING OUT OF A VACANCY IN THE OFFICE OF THE MAYOR OR ANY COUNCILMEMBER MUST BE HELD DUE TO ADDITIONAL TIME REQUIREMENTS ASSOCIATED WITH AN ELECTION THAT IS CONDUCTED BY MAIL

February 22, 2022 at 6:00 p.m. (Virtual)

Visit www.hyattsville-md.legistar.com for the agenda.

Register in advance for this webinar:

https://us06web.zoom.us/webinar/register/WN_s3a43KaOTc248A8TNsHchw

Pursuant to Annotated Code of Maryland, § 4-304 of the Local Government Article and City of Hyattsville Charter, the Mayor and Council of the City of Hyattsville will hold a public hearing on proposed amendments to the City Charter that will extend the time period in which a special election must be conducted in order to enable special elections arising due to a vacancy created in the office of Mayor or that of any Councilmember to be conducted by mail.

The title of the proposed charter amendment is:

City of Hyattsville, Maryland,

Charter Amendment Resolution No. 2022-01

A Resolution Amending Article II of the City of Hyattsville's Charter to Adjust the Time Requirements by Which a Special Election Arising out of a Vacancy in the Office of the Mayor or any Councilmember Must be Held.

- (1) The proposed amendment to Article II of the Charter, §C2-3(B), changes the period of time in which a special election arising out of a vacancy in office must be held in order to accommodate the additional time period required to conduct it as a vote-by-mail election.
- (2) Additional amendments to the Charter may be proposed for the purposes of further enabling the City's elections to be conducted by mail in the context of a special election to fill a vacancy.
- (3) Non-substantive changes may be made to the relevant sections for formatting and consistency purposes.

The hearing is open to the public, and public testimony is encouraged. Due to the public health crisis, the hearing will take place remotely. Visit <https://www.hyattsville.org/961/Hyattsville-Ordinances-and-Resolutions> for the full text of the amendments and information on viewing and commenting during the hearing. Comments may also be sent to cityclerk@hyattsville.org. For information contact the City Clerk at cityclerk@hyattsville.org or 301-985-5009.

CITY OF HYATTSVILLE**RESOLUTION 2022-01 (A)**

A resolution whereby the City Council notifies the City's Board of Elections to fill the vacancy in the office of the Mayor by a special election, declares the City's 2022 special mayoral election to be a vote-by-mail election, and approves the Board of Elections thirty day extension to conduct the election due to the absence of necessary equipment to conduct the vote-by-mail election.

WHEREAS, there is a vacancy in the office of the Mayor and there are more than one-hundred fifty days until the next regularly scheduled election; and

WHEREAS, pursuant to §C2-3(B) of the City's Charter, the Council is required to notify the Board of Supervisors of Elections that it is to proceed to fill the vacancy; and

WHEREAS, §C2-3(B) of the City's Charter requires that the special mayoral election be conducted within seventy-five days of the date of the vacancy, which date of vacancy is January 25, 2022; and

WHEREAS, the Council believes the increase in voter turnout in the most recent vote-by-mail elections warrants that the special mayoral election be conducted as a vote-by-mail election; and

WHEREAS, the Council recognizes that there is still tremendous uncertainty about the course of the COVID-19 pandemic and that there is presently a resurgence of the disease across the globe and in many states in the United States of America; and

WHEREAS, the Council is committed to ensuring the 2022 special mayoral election is accessible, secure, and safe, while minimizing, to the extent possible, the potential for exposure to COVID-19 to the voting public and City employees and election workers; and

WHEREAS, the §8-4 of the City Code provides that the Mayor and Council may determine by resolution that an election is a vote-by-mail election; and

WHEREAS, the Mayor and City Council deem it in the best interest of its residents to conduct a vote-by-mail election pursuant to the City Code; and

WHEREAS, the Mayor and Council received correspondence from the Board of Elections dated February 1, 2022, notifying the Council that it will not be able to conduct the election within seventy-five days due to the absence of equipment necessary to conduct the election the §C2-3(D) and, as a result, the Board is extending the time period to conduct the election an additional thirty days.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Hyattsville in regular session assembled that the City Clerk shall immediately transmit a copy of this Resolution to the Board of Supervisors of Elections which shall serve as notice to proceed to fill the vacancy in the office of the Mayor by special election; and

BE IT FURTHER RESOLVED, by the City Council of the City of Hyattsville in regular session assembled that the City's 2022 special-mayoral election will be a vote-by-mail election;

BE IT FURTHER RESOLVED, by the City Council of the City of Hyattsville, that it concurs with the Board of Elections' decision to extend time within which the election must be conducted by no more than thirty days due to the absence of equipment necessary to conduct the election; and

INTRODUCED by the Mayor and City Council of the City of Hyattsville, Maryland at a regular meeting on February 7, 2022, at which meeting copies were available to the public for inspection.

ADOPTED by the Mayor and City Council of the City of Hyattsville, Maryland at a regular meeting on February 7, 2022, at which meeting copies were available to the public for inspection.

APPROVED:

February 7, 2022
Date

City of Hyattsville, Maryland:



Robert S. Croslin
Interim Mayor

ATTEST/WITNESS:

February 7, 2022
Date

City of Hyattsville, Maryland:



Laura Reams
City Clerk



City of Hyattsville

Hyattsville Municipal Bldg
4310 Gallatin Street, 3rd Flr
Hyattsville, MD 20781
(301) 985-5000
www.hyattsville.org

Agenda Item Report

File #: HCC-255-FY22

2/22/2022

9.b)

Submitted by: At the Request of the City Administrator
Submitting Department: Community & Economic Development
Agenda Section: Action

Item Title:

Sale of Jefferson Street Parking Lot Property

Suggested Action:

I move the City Council authorize the City Administrator to execute a contract of sale for the Jefferson Street parking lot, a 0.34 acre parcel, property to Urban Investment Partners (doing business as Hyattsville Town One, LLC) for \$1,300,000, upon the review by the City Attorney for legal sufficiency.

Summary Background:

The City of Hyattsville has negotiated the sale of the Jefferson Street Parking Lot to Urban Investment Partners (dba Hyattsville Town One, LLC) for the purpose of including the subject parcel in the development of the Canvas project.

The subject parcel is approximately 14,800 square feet (0.34 acres) of land with dimensions of approximately 60' by 277' that is too narrow to support singular development. The subject parcel is identified as area within Land Unit 2. The City is retaining ownership of Land Unit 3, which is a parking lot area that the City has granted exclusive parking rights to Renaissance Square Artist Housing, which is located on Land Unit 1.

Through the authority granted through the City Charter - Article IX City Property Section 1, the City intends to proceed with the sale of the subject parcel to Hyattsville Town One, LLC. The City Council has authorized the City Administrator to negotiate contract terms of sale of which the purchaser has agreed to an amount of \$1,300,000, due to the City at closing, on or prior to March 7, 2022.

The City intends, through a separate 99-year agreement, to lease back from Urban Investment Partners, a lease for approximately 150-public parking spaces to be operated by the City of Hyattsville.

Next Steps:

No additional action is required.

Fiscal Impact:

The City would receive \$1,300,000 from the purchaser at closing.

City Administrator Comments:

Recommend approval.

Community Engagement:

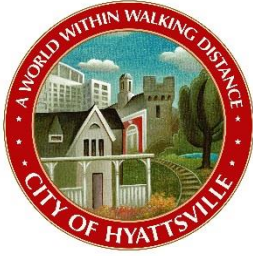
The City of Hyattsville has provided written support for the Preliminary Plan of Subdivision (PPS) application and has disclosed use of the subject parcel for the purpose of supporting a structured parking facility.

Strategic Goals:

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

Legal Review Required?

Complete



Memo

To: Mayor and City Council

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

CC: Tracey Douglas, City Administrator
Ron Brooks, Treasurer

Date: February 15, 2022

Re: Sale of Jefferson Street Parking Lot Property

Attachments: Exhibit A – Jefferson Street Parking Lot Property
Exhibit B – Hyattsville Charter Chapter C – Article IX
Exhibit C – Maryland State Department of Assessment Summary

The purpose of this memorandum is to provide the City Council a summary of staff recommendations regarding the disposal through sale of the Jefferson Street Parking Lot Property for the purposes of redevelopment of a structured parking facility as part of a joint development project.

Summary

The City of Hyattsville has negotiated the sale of the Jefferson Street Parking Lot to Urban Investment Partners (dba Hyattsville Town One, LLC) for the purpose of including the subject parcel in the development of the Canvas project. The Canvas project is a proposed, mixed-use development occurring along the 5300 block of Baltimore Avenue in City Ward 1. The 4.39 acre site currently includes five vacant structures, as well as two parking lots. The applicant is proposing demolition of the existing structures to construct a multi-story building with 32,478 square feet of retail use along the ground floor and 291,430 square feet (285 units) of multi-family residential uses on the upper floors.

The subject parcel is approximately 14,800 square feet (0.34 acres) of land with dimensions of approximately 60' by 277' that is too narrow to support singular development. The subject parcel is identified as area within Land Unit 2. The City is retaining ownership of Land Unit 3, which is a parking lot area that the City has granted exclusive parking rights to Renaissance Square Artist Housing, which is located on Land Unit 1. The subject parcel is intended to be combined with the adjacent surface level

parking lot to the east, for use as a structured parking facility, which will include public retail parking, parking for Crossover Church and private residential parking.

On July 17, 2017, through City Council Motion #HCC-11A-FY18, the City Council unanimously approved to authorize the City Administrator to enter into a MOU for the purpose of developing a structured parking garage on the subject property. Since that time, the City and UIP have worked to develop a development and 99-year lease agreement for use of the subject parcel for a lease value of \$500,000, with the City maintaining rights to a specified number of public parking spaces. Recently, the City Attorney, City Administrator and staff have advised the City Council that a lease is prohibitive, as such an agreement could not (1) ensure that the City, the Lessor, has the authority to terminate the lease for certain causes and (2) provide UIP, the Lessee, with assurance that the asset would not be unfairly ceased or required certain conditions that would prevent UIP from selling the asset in the future.

Through the authority granted through the City Charter - Article IX City Property Section 1, the City intends to proceed with the sale of the subject parcel to Hyattsville Town One, LLC. The City Council has authorized the City Administrator to negotiate contract terms of sale of which the purchaser has agreed to an amount of \$1,300,000, due to the City at closing, on or prior to March 7, 2022.

The City intends, through a separate 99-year agreement, to lease back from Urban Investment Partners, a lease for approximately 150-public parking spaces to be operated by the City of Hyattsville.

Legend

City Owned Lots



0 0.0075 0.015 0.03 0.045 0.06 Miles

Jefferson Street Parking Lot City of Hyattsville



City Boundary



Water Bodies



Parks

Map Created by Hyattsville GIS
January 2022

Data Source:
Department of Community &
Economic Development
www.hyattsville.org
(301) 985-5000



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*City of Hyattsville, MD
Tuesday, February 15, 2022*

Chapter C. Charter

Article IX. City Property

§ C9-1. Acquisition, possession and disposal.

The City may acquire real, personal or mixed property within the corporate limits of the City for any public purpose by purchase, gift, bequest, devise, lease, condemnation or otherwise and may sell, lease or otherwise dispose of any property belonging to the City. All municipal property, funds and franchises of every kind belonging to or in the possession of the Mayor and City Council of Hyattsville at the time this Charter becomes effective are vested in the City, subject to the terms and conditions thereof.

§ C9-2. Rental or lease of City-owned property.

The City Council may rent or lease for the benefit of the City any real property owned by the City that is not needed immediately for any municipal purpose.

§ C9-3. Condemnation of property.

The City shall have the power to condemn property of any kind or interest therein or franchise connected therewith, in fee or as an easement, within the corporate limits of the City, for any public purpose. Any activity, project or improvement authorized by the provisions of this Charter or any state law applicable to the City shall be deemed to be a public purpose. The manner of procedure in case of any condemnation proceeding shall be that established in the Annotated Code of Maryland entitled, "Eminent Domain."

§ C9-4. Acquisition and maintenance of buildings.

The City shall have the power to acquire, to obtain by lease or rent or to purchase, construct, operate and maintain all buildings and structures it deems necessary for the operation of the City government.

§ C9-5. Protection of City property.

The City shall have the power to do whatever may be necessary to protect City property and to keep all City property in good condition.

Real Property Data Search

Search Result for PRINCE GEORGE'S COUNTY

[View Map](#) [View GroundRent Redemption](#) [View GroundRent Registration](#)

Special Tax Recapture: None

Account Identifier: District - 16 Account Number - 3845062

Owner Information

Owner Name: HYATTSVILLE MAYOR & CITY COUNCIL Use: EXEMPT COMMERCIAL

Mailing Address: 4310 GALLATIN ST Principal Residence: NO

HYATTSVILLE MD 20781-2050 Deed Reference: /09829/ 00169

Location & Structure Information

Premises Address: 4307 JEFFERSON ST Legal Description: LAND UNIT 2

HYATTSVILLE 20781-0000 (ENTIRE IMPS RAZED

7/1/07)

Map: Grid: Parcel: Neighborhood: Subdivision: Section: Block: Lot: Assessment Year: Plat No: 218054

0042 00C4 0000 10016.17 7607 2022 Plat Ref:

Town: HYATTSVILLE

Primary Structure Built Above Grade Living Area Finished Basement Area Property Land Area County Use

19,253 SF 905

Stories Basement Type Exterior Quality Full/Half Bath Garage Last Notice of Major Improvements

Value Information

	Base Value	Value	Phase-in Assessments
		As of	As of
Land:	481,300	01/01/2019	07/01/2021
Improvements	0	481,300	07/01/2022
Total:	481,300	0	
Preferential Land:	0	481,300	481,300

Transfer Information

Seller: Date: Price:

Type: Deed1: Deed2:

Seller: Date: Price:

Type: Deed1: Deed2:

Seller: Date: Price:

Type: Deed1: Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2021	07/01/2022
County:	650	481,300.00	
State:	650	481,300.00	
Municipal:	650	481,300.00	481,300.00
Special Tax Recapture:	None		

Homeslead Application Information

Homeslead Application Status: No Application

Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application Date:



City of Hyattsville

Hyattsville Municipal Bldg
4310 Gallatin Street, 3rd Flr
Hyattsville, MD 20781
(301) 985-5000
www.hyattsville.org

Agenda Item Report

File #: HCC-251-FY22

2/22/2022

10.a)

Submitted by: Sam Denes

Submitting Department: Legislative

Agenda Section: Discussion

Item Title:

Automated Traffic Enforcement Ramp-up

Suggested Action:

I move the Mayor and Council allocate an amount to be determined upon discussion with staff for the administrative costs, purchase, and deployment of additional automated traffic enforcement (ATE) systems to focus on intersections and corridors in which speeding and red-light violations have contributed to an increase in traffic collisions, near misses, and dangerous interactions.

Summary Background:

Traffic safety is a major concern throughout the City of Hyattsville, the region, and nation. A lack of enforcement of vehicle code violations is often cited as a contributor to the perception that dangerous driving is rampant and unchecked. At the same time, traffic stops by police have been shown to target minorities disproportionately. Further, traffic stops have resulted in violence and fatalities for both the public and law enforcement personnel. ATE provides a mechanism to conduct greater enforcement of vehicle code violations, reducing the likelihood of dangerous driving, while at the same time reducing the chance of negative interactions between the public and law enforcement and with a reduction in bias.

Multiple collisions between automobiles and vulnerable road users (pedestrians and bicyclists) in the City have resulted in injuries and death. Numerous have occurred in the West Hyattsville where there is currently no ATE.

The city currently has three speed and three red-light cameras deployed. The red-light cameras are located at:

- East West Highway & Queens Chapel Road (Eastbound)
- Queens Chapel Road & Belcrest Road (Northbound)
- Baltimore Avenue & Hamilton Street (Northbound)

State and county law require that installation of red-light cameras on state or county roads be approved by the governing agency (MD SHA or PGDPWT) with evidence demonstrating the danger of the intersections.

The speed cameras are located at:

- 7000 block of Adelphi Road (Southbound)
- 5800 block of Baltimore Avenue (Northbound)
- 5600 block of Baltimore Avenue (Southbound)

Updates to Maryland Transportation Code following the passage and adoption of HB619 during the 2021 legislative session permits the use of speed cameras on residential streets with maximum speed limits of 35 miles per hour or less.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

HCPD staff time to analyze existing violation and collision data to support installation of ATE at locations of concern throughout the City. Additional time will be required to produce documents for MDSHA and/or DPWT to obtain approval for the deployment of ATE.

DPW staff time for the installation of new ATE equipment.

Next Steps:

Staff evaluation and Council discussion

Fiscal Impact:

Costs TBD, but will include equipment, installation, and contracted vendor for program management

City Administrator Comments:

The staff can support. The Police Department and Public Works staff will complete traffic and accident data analysis in order to provide Council with a recommendation on deployment location/s, implementation timeline, and estimated cost prior to implementation.

Community Engagement:

Public information and outreach

Strategic Goals:

Goal 3 - Promote a Safe and Vibrant Community

Legal Review Required?

N/A



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Agenda Item Report

File #: HCC-252-FY22

2/22/2022

10.b)

Submitted by: Daniel Peabody
Submitting Department: Legislative
Agenda Section: Discussion

Item Title:

Hire of Full Time Behavioral/Mental Health Case Manager

Suggested Action:

I move that the city include, as part of its FY23 municipal budget, the hire of a full-time social services case manager. This person would be responsible for following up with residents, after initial contact with police or residents known to be struggling with mental health, homelessness, domestic abuse, or other social or emotional emergency. The case manager would connect the resident with services and provide ongoing case management in the days, weeks and months following initial contact.

Summary Background:

The city staff continues to encounter individuals who may be in need of ongoing behavioral or mental health services:

1. Police regularly intervene in cases where social or psychological services may be appropriate for the resident(s). This position would represent a next tier of service, following up with individuals identified by CIT-trained officers as needing further services.
2. With the city's many resources for youth and adult residents offered through our Department of Community Services, it would be helpful to have a social services case manager who could follow up in the days, weeks and months after contact with a resident determined to be experiencing a crisis and needing support services.

As a city, we have invested a great deal in training our police officers to respond appropriately to a behavioral or mental health emergency. After initial contact is made, though, what happens next to ensure that the resident is well? The person in this role would fill that gap - reaching out to check on that resident and provide referrals as needed with further help after that initial contact. Especially considering the trauma experienced by residents through the nearly 2 years of the current pandemic. The city must be ready to follow up when initial contact is made with individuals experiencing a crisis.

The person in this position would assist with identifying/facilitating support services and follow-up in the days following the initial contact with police, community services, or other city staff.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Staff to advertise and fill the position.
Staff to provide training and supervision to the new staff member.

Next Steps:

Staff evaluation and Council discussion. Determine the appropriate department within the city government to provide

supervision to this staff member.

Fiscal Impact:

\$65,000 (estimated salary w/benefits)

City Administrator Comments:

The staff supports. There is no dedicated resource on staff to support residents with locating and facilitating local, county or state resources. The Case Manager would work for the police department as there is a need to provide support to the grant funded licensed clinicians.

Community Engagement:

Budget presentation

Strategic Goals:

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

Legal Review Required?

N/A



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Agenda Item Report

File #: HCC-253-FY22

2/22/2022

10.c)

Submitted by: Daniel Peabody
Submitting Department: Legislative
Agenda Section: Discussion

Item Title:

Study of Hyattsville City Property Tax Relief Programs for Low and Fixed-Income Homeowners

Suggested Action:

I move that the Mayor and Council include, in the FY23 municipal budget, funding not to exceed \$30,000 for an independent consultant to study Hyattsville's property tax relief programs for low and fixed-income homeowners. The purpose of this study would be to determine the most effective method to provide relief from rising property tax liabilities for residents with limited ability to absorb those increases.

Summary Background:

The current ordinance governing the tools for providing tax relief to low and fixed-income homeowners in the city was enacted in 2008. Currently in 2022, we are seeing significant development and rising property values across the region. While the property tax rate has not been raised in over a decade, the amount of tax paid by homeowners increases and will reasonably continue to increase annually with rising home values in Hyattsville. This creates a significant hardship for low and fixed-income homeowners.

With these continuous increases in tax liabilities, effective tools to provide relief from these year-over-year increases are more important than ever for residents with limited ability to absorb these increases in their household budget. In the motion, the city would hire a consultant to look for ways to improve the effectiveness and participation in these relief programs among Hyattsville residents. This independent study will look at:

1. How many homeowners in Hyattsville are in need of this relief? How many are taking advantage of these programs and what could be done to increase participation?
2. What is the profile of "low and fixed income homeowners" in Hyattsville? What adjustments to the programs currently in place would make them more effective for identified residents?
3. Should the current caps on home value, tax credit percentage, household income, net worth or other qualifications be adjusted beginning in FY24 and re-evaluated each year during the annual budget cycle to determine the effectiveness of the programs.
4. Are there alternatives that should be considered for inclusion in our property tax relief programs that would be more effective or useful for residents?

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Seek and contract with a consultant to conduct a review of property tax relief programs and make recommendations to the city council. The city treasurer would support the implementation of this study.

Next Steps:

Staff evaluation and Council discussion.

Fiscal Impact:

NTE \$30,000

City Administrator Comments:

Staff can support with additional analysis.

Community Engagement:

Open budget hearings.

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance

Legal Review Required?

N/A

CITY OF HYATTSVILLE
ORDINANCE 2008-07

An Ordinance whereby the City Council extends the State Homeowner's Property Tax Credit for low and fixed income homeowners. The City credit shall be 15% of the State homeowners tax credit on a maximum of \$350,000.00 of the assessed value of the principal residence if the combined income of the household is less than \$80,000.00 and the net worth of the household, excluding the principal residence, is less than \$200,000.00.

WHEREAS, Section 9-215.1 of the Tax-Property Article of the Annotated Code of Maryland authorizes a municipality to grant a local supplement to the State Homeowner's Property Tax Credit Program; and

WHEREAS, the local supplement may equal a percentage not to exceed 50% of the State homeowner's property tax credit provided under Section 9-104 of the Tax Property Article of the Annotated Code of Maryland; and

WHEREAS, by this Ordinance, the City Council desires to adopt a local supplement to the State Homeowner's Property Tax Credit Program to provide tax relief against City property taxes for low-income and other homeowners who qualify for the state homeowner's property tax credit and set the amount of the local supplement at 15% of the state homeowner's property tax credit amount.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and City Council of the City of Hyattsville in regular session assembled that Chapter 108 of the Hyattsville City Code entitled "Taxation" be amended to add a Title, Article II "Tax Credits" to Chapter 108 and to add a new Section 108-3 entitled "Local Supplement to the State Homeowner's Property Tax Credit" as follows:

ARTICLE II

Tax Credits

§108-2. Homestead Property Tax Credit

A. Pursuant to 9-105(E) of the Tax-Property Article of the Annotated Code of Maryland, the Homestead Property Tax Credit percentage for the City of Hyattsville, effective for the taxable year beginning July 1, 1991, and subsequent years shall be 110%.

B. The Homestead Property Tax Credit program shall be implemented and administered by the Treasurer in accordance with the provisions of state law and rules and regulations established by the State Department of Assessments and Taxation.

§ 108-3 Local Supplement to the State Homeowners Property Tax Credit

A. Tax Credit. A homeowners property tax credit shall be allowed against the City property tax imposed on residential real property if the owner qualifies for the credit under this Article.

B. Definitions. Except as otherwise provided herein, the terms used in this Article shall have the same meaning as set forth in Section 9-104 of the Tax-Property Article of the Annotated Code of Maryland.

- (1) "Assessed value" means the adjusted value to which the property tax is applied.*
- (2) "Director" means the Treasurer for the City of Hyattsville or his or her designee.*
- (3) "Final Tax liability" means the tax liability for any property tax on the property of a dwelling less any property tax credit provided under Section 9-104 of the Tax-Property Article and any supplemental homeowners property tax credit provided under this section and any property tax credit provided by Prince George's County.*
- (4) "Section 9-104" means Section 9-104 of the Tax-Property Article of the Annotated Code of Maryland or any successor provision.*
- (5) "Taxable year" means July 1 to June 30, both inclusive, for which the City computes, imposes and collects real property tax.*
- (6) "Total Eligible City Real Property Tax" means the sum of all City real property tax rates used to calculate the property tax liability for a homeowner for a taxable year, excluding property tax rates in special taxing districts, and excluding City special assessments and charges, such as for stormwater, refuse and the like, or interest and penalties on overdue real property taxes, multiplied by the lesser of:*
 - (1) \$350,000; or*
 - (2) the assessed value of the dwelling reduced by the amount of any assessment on which a City property tax credit is granted under Section 9-105; and reduced by any "save harmless" credit mandated under Section 9-101 of the Tax-Property Article of the Maryland Code.*

C. General.

- (1) The Director shall provide to eligible homeowners a City property tax credit as provided in this Article to supplement the State homeowners property tax credit granted under Section 9-104.*
- (2) Except as otherwise expressly stated in this section, all eligibility requirements, statutory definitions, restrictions, application or other procedures which apply to the credit granted under Section 9-104 of the Tax-Property Article also apply to the City homeowners property tax credit provided for in this Article.*

- (3) *A property tax credit under this section may not be granted to a homeowner whose combined net worth exceeds \$200,000 as of December 31st of the calendar year that precedes the year in which the homeowner applies for the property tax credit, or whose combined gross income exceeds \$80,000 in that same calendar year.*

D. Amount.

- (1) *A homeowners tax credit local supplement shall be allowed to eligible homeowners against the total City real property tax paid by the eligible homeowner for the taxable year in which the homeowners tax credit supplement is sought in the amount provided for herein.*
- (2) *The amount of the homeowners property tax credit is the Total Eligible City Real Property Tax on a dwelling less:*
- (a) the percentage of the combined gross income of the homeowner stated in 9-104(h)(2) or any amendment to that subsection, and*
 - (b) 15% of the State homeowners property tax credit granted under Section 9-104.*
- (3) *The property tax credit for home purchasers is the amount of the credit as calculated under paragraph (D)(2) immediately above multiplied by a fraction where the numerator of the fraction is the number of days in the taxable year that the home purchaser actually occupies or expects to actually occupy a dwelling in which the home purchaser has a legal interest, and the denominator is 365 days.*
- (4) *If a credit is granted under this section, a revised tax bill or a tax voucher may be used to adjust the final tax liability.*
- (5) *Notwithstanding the foregoing, the amount of the homeowners tax credit local supplement authorized by this Article shall not exceed the total City real property tax liability of the eligible homeowner for the taxable year in which the homeowners tax credit local supplement is sought.*

E. Administration.

The City Manager is responsible for the administration and management of the Homeowners Property Tax Credit program. The City Manager may take all actions necessary in furtherance of said responsibility including, but not limited to,

- (a) establishing policies and procedures;*
- (b) delegating responsibility to appropriate City departments, offices, and staff;*

(c) entering into agreements with the State Department of Assessments and Taxation, Prince George's County, Maryland and other governmental entities or other persons or entities for the cooperation and/or maintenance of one or more aspects of the Homeowners Property Tax Credit program.

F. Penalties for false and fraudulent information.

A person who knowingly submits a false or fraudulent application, or withholds information, to obtain tax credit under this section has committed a misdemeanor. In addition, the person must repay the City for all amounts credited and all accrued interest and penalties that would apply to those amounts as overdue taxes. The City may enforce this subsection by appropriate legal action. A person who violates this subsection is liable for all court costs and expenses of the City in any civil action brought by the City against the violator.

AND BE IT FURTHER ORDAINED that if any provision of this Ordinance or the application thereof to any person or circumstance is held invalid for any reason, such invalidity shall not affect the other provisions or any other applications of the Ordinance which can be given effect without the invalid provision or applications, and to this end, all the provisions of this Ordinance are hereby declared to be severable;

AND BE IT FURTHER ORDAINED that this Ordinance is an emergency ordinance and shall take effect immediately upon the date of adoption;

AND BE IT FURTHER ORDAINED that a fair summary of this ordinance shall forthwith be published twice in a newspaper having general circulation in the City and otherwise be made available to the public.

INTRODUCED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on July 21, 2008.

ADOPTED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting as emergency legislation on September 8, 2008, and effective on the date of adoption.

Adopted: September 8, 2008

Attest: Douglas A. Barber
Douglas A. Barber
City Clerk

William F. Gardiner
William F. Gardiner
Mayor

Additions shown in italics.