

City Council of Hyattsville, Maryland

AGENDA

City Council Regular Meeting

Tuesday, February 20, 2018

8:00 PM



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

CITY COUNCIL

[Mayor Candace B. Hollingsworth](#)
[Edouard Haba, Council President, Ward 4](#)
[Kevin Ward, Council Vice President, Ward 1](#)
[Bart Lawrence, Ward 1](#)
[Robert S. Croslin, Ward 2](#)
[Shani N. Warner, Ward 2](#)
[Carrianna Suiter, Ward 3](#)
[Thomas Wright, Ward 3](#)
[Paula J. Perry, Ward 4](#)
[Joseph Solomon, Ward 5](#)
[Erica Spell, Ward 5](#)

ADMINISTRATION

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

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

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

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

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

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

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

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

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

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

3. **Approval of Agenda**

4. **Approval of the Minutes**

4.a) Approval of the Minutes

HCC-205-FY18

I move that the Mayor and Council approve the Council Meeting Minutes for the Regular Council Meetings of October 16, 2017, November 6, 2017, and December 4, 2017.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Minutes_Oct 16 2017.pdf](#)

[Minutes_Nov 6 2017.pdf](#)

[Dec 4 2017_Minutes.pdf](#)

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

6. **Presentations (8:20 p.m. - 8:50 p.m.)**

6.a) City Administrator Update: Room Reservation Policy and Special Event Permits (10 minutes)

HCC-207-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Room Reservation Policies_FINAL.pdf](#)

[Guidelines and Procedures for Special Event Permits 2018.docx](#)

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

HCC-104-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

6.c) Hyatt Park Public Placemaking Project Concept Designs (15 minutes)

HCC-214-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

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

[Hyatt Park Placemaking Concept Presentation.pdf](#)

7. Consent Items (8:50 p.m. - 8:55 p.m.)

7.a) Purchase Agreement with Axon Enterprises, Inc. for Conducted Electrical Weapons (Tasers)

HCC-208-FY18

I move that the Mayor and Council authorize the City Administrator to execute a five year purchase agreement, in an amount not to exceed \$35,600 with Axon Enterprises, Inc. to replace and upgrade 27 Conducted Electrical Weapons (Tasers).

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Taser Purchase Agreement.pdf](#)

7.b) Approval of Contract to ASN General Contracting, Inc. for Magruder Park HVAC Upgrades
HCC-212-FY18

I move that the Mayor and Council authorize the City Administrator to enter into a contract with ASN General Contracting, Inc for Magruder Park HVAC upgrades in an amount not to exceed \$25,000, upon the review and approval by the City Attorney for legal sufficiency. I further move that the Mayor and Council authorize this expenditure from the FY18 Capital Improvement Budget.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

7.c) Parks and Recreational Facilities - Modification

HCC-38-FY18

I move that the Mayor and Council direct the City Attorney to draft an ordinance amending Chapter 84 of the Hyattsville Charter and Code to a) modify the hours of operation for parks to the hours between 5:00am and 11:00pm, b) indicate that the hours of operation for individual parks may vary, c) require posting of hours of operation in public view, d) modify reference to "Parks and Recreation Committee" to "Health, Wellness, and Recreation Committee", e) striking the second full sentence of §84-2, f) modifying "Director of Parks and Recreation" to "Director of Community Services", g) change any references to "his" or "her" to "their," h) modify section §84-7 and §84-8 with recommendation from the Director of Community Services or their designee, i) striking the last full sentence of section §84-18, and j) striking the last full sentence of section §84-20.

Lead Sponsor: Hollingsworth

Co-Sponsor(s): N/A

[Chapter 84 Parks and Recreational Facilities .pdf](#)

8. Action Items (8:55 p.m. - 9:05 p.m.)

8.a) Landy Development - Preliminary Plan of Subdivision (4-17007) (10 minutes)

HCC-213-FY18

I move that the City Council authorize the Mayor to submit correspondence on behalf of the City of Hyattsville to the Maryland-National Capital Park & Planning Commission in support the preliminary plan of subdivision for Landy Development PPSD 4-17007, subject to the following conditions:

- o The Capital Bikeshare station and the land that it is located on should be dedicated to Prince George's County DPW&T;
- o The applicant's Storm Water Management Concept Plan meet all requirements conditioned by Prince George's County Department of Permits & Inspections;
- o The roads and sidewalks within the development shall be constructed to adopted Prince George's County Department of Public Works and Transportation 'Urban Street Standards' and upon certification of the plans, shall be inspected by the City of Hyattsville and, if accepted, be publicly dedicated to the City of Hyattsville;
- o The applicant shall demonstrate a 'good faith' effort to establish a pedestrian connection from the subject property to Northwestern High School. At time of Detailed Site Plan, the applicant shall provide an Exhibit to fund and provide an access easement for consideration by Prince George's County Public Schools to accept, accept with conditions or reject.

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

[Memo - Landy Property - 02.14.18 Final.docx](#)

[PPS-20180125 Page 1.jpg](#)

9. Discussion Items (9:05 p.m. - 9:20 p.m.)

9.a) Magruder Park Reimagination (15 minutes)

HCC-206-FY18

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

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A

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

10. Council Dialogue

11. Community Notices and Meetings

11.a) City Calendar: February 21 - March 5, 2018

HCC-204-FY18

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s):

12. Motion to Close

12.a) Motion to Close

Please note that the Council Meeting will not return to open session.

HCC-211-FY18

I move that the Mayor and Council close the Council Meeting of February 20, 2018 in order to discuss contract negotiations.

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

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A



Hyattsville City Council Agenda Item Report

Meeting Date: February 20, 2018
Submitted by: Nicola Konigkramer
Submitting Department: City Clerk
Item Type: Legislative
Agenda Section: Approval of the Minutes

SUBJECT

Approval of the Minutes

HCC-205-FY18

Recommendation:

I move that the Mayor and Council approve the Council Meeting Minutes for the Regular Council Meetings of October 16, 2017, November 6, 2017, and December 4, 2017.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Minutes_ Oct 16 2017.pdf](#)

[Minutes_Nov 6 2017.pdf](#)

[Dec 4 2017_Minutes.pdf](#)

Summary Background:

See attached.

Next Steps:

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

Fiscal Impact:

N/A

City Administrator Comments:

N/A

Community Engagement:

N/A

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance

Legal Review Required?

N/A



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Present: Candace Hollingsworth, Mayor
Edouard Haba, W4 (Council Pres.)
Kevin Ward, W1 (Council VP)
Bart Lawrence, W1
Robert Croslin, W2
Shani Warner, W2
Carrianna Suiter, W3
Thomas Wright, W3
Paula Perry, W4 (arrived at 7:50 p.m.)
Joseph A Solomon, W5
Erica Spell, W5

Absent: None

Also present were the following City staff members:

City Administrator Tracey E. Nicholson
Assistant City Administrator and Director of Community & Economic Development Jim Chandler
City Treasurer Ron Brooks
City Clerk Laura Reams
Deputy City Clerk Nicola Konigkramer

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

Mayor Hollingsworth called the meeting to order at 7:34 p.m.

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

3) [Approval of Agenda](#)

Mayor Hollingsworth noted an amendment to the agenda to add Motion # HCC-97-FY17 Proclamation Celebrating the 25th Anniversary of Crossover Church in Hyattsville.

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

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

4.a [Motion to Close \(7:30 PM, 45 minutes\) HCC-94-FY18](#)

[I move that the Mayor and Council close the Council Meeting of October 16, 2017 in order to discuss contract negotiations and to consider the investment of public funds.](#)

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



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

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

A closed session of the Council of the City of Hyattsville was held at 7:37 p.m. on Monday, February 6, 2017, in the City of Hyattsville Municipal Building, Third Floor Council Chambers.

In addition to the City Council, the following staff members were present: City Administrator Tracey E. Nicholson, Assistant City Administrator Jim Chandler, City Treasurer Ron Brooks, and City Clerk Laura Reams. *NOTE FOR THE RECORD: Councilmember Paula Perry arrived at 7:50 p.m.*

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

Topics Discussed: City staff provided an update on negotiations pertaining to a proposal for a parking facility and the obligation of outstanding grant funds.

Action Taken: None taken.

The closed session adjourned at 8:02 p.m. on a motion made by Councilmember Croslin, seconded by Councilmember Lawrence and approved unanimously by the body. The Council returned to open session at 8:05 p.m.

5) [Approval of the Minutes](#)

- 5.a Approval of the Minutes
I move that the Mayor and Council approve the Amended Council Meeting Minutes for the Regular Council Meeting of April 3, 2017 and the Council Meeting Minutes of the Regular Council Meeting of May 15, 2017.

[Cover Page](#)

[Minutes_Apr 3 2017_Final.pdf](#)

[Minutes_May 15, 2017 #2 FINAL_NK.pdf](#)

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

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



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

7) Presentations (8:30 p.m. - 9:00 p.m.)

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

City Treasurer Brooks notified the Council that the FY-2016 audit would be filed with the State by the end of the week. Treasurer Brooks also updated the Council on the status of the City's unassigned fund balance stating that the total balance was approximately \$13.2M with an approximate aggregate of \$16M. He attributed the increase in the fund balance to expenditure control and slightly higher than anticipated revenues.

7.b) Prince George's County DPW&T Presentation: Capital Bikeshare (15 minutes)

[Cover Page](#) 

[Bike Share Easement Template Draft.doc](#) 

[Capital BikeShare Presentation_Revised 4.3.pptx](#) 

Assistant City Administrator Chandler introduced Victor Weissberg, Special Assistant to the Director and Karin McAllister, Bicycle and Pedestrian Program Manager from Prince George's County Department of Public Works & Transportation (DPW&T) to review the project schedule for Capital Bikeshare implementation and proposed locations. Mr. Weissberg provided a broad overview of the County bikeshare program, noting that Hyattsville was a central point for region connectivity and the importance of the connection to the larger Washington area. Mr. Weissberg said Phase 1 funding was approved with an aggressive rollout schedule planned for Spring 2018.

Ms. McAllister reviewed the Phase 1 system map detailing connectivity points throughout Prince George's County. She noted places on the map that represented half mile buffers that formed the spine of the bikeshare network. Ms. McAllister summarized factors considered when selecting station locations which included availability of public land, solar access, utility placement, existing sidewalks, and proximity to existing transit, residential, commercial, and bike facilities. She highlighted stakeholder involvement in the site selection process including City staff elected officials, business owners, and bike advocacy groups. Ms. McAllister reviewed the program schedule including community meetings, contract execution, acquisition of easements for non-County owned sites, and timeline for implementation. She noted that an income contingent subsidy would be available for Prince George's County residents and bike safety classes would be offered at the time of launch in conjunction with the Washington Area Bike Association (WABA).

Councilmember Wright expressed hope that future stations would be located on or near Adelphi Road and future Purple Line locations. Councilmember Lawrence expressed concerns with proposed locations on Queens Chapel Road/Hamilton Street (Station 9) and Baltimore Avenue/East West Highway (Station 2), noting the locations lacked connectivity to existing bike trails and had heavy vehicular traffic. Councilmember Lawrence also noted a potential missed opportunity for a station location between the locations on Charles Armentrout Drive/Rhode Island Avenue (Station 11) and Jefferson Street/Baltimore Avenue (Station 4). Ms. McAllister noted that gaps would be addressed as the project moved into subsequent phases and invited the Council to send ideas to the project team for additional locations. Councilmember Wright requested that staff to consider bikeshare locations in the City's upcoming transportation study.



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7.c) Community Crisis Services, Inc. (10 minutes)

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Bill Leary, Development Director from Community Crisis Services, Inc. presented an overview of the organization and services available to residents in the City. He noted ongoing concerns with insufficient funding and invited Council to attend upcoming events in support of the center. Mr. Leary also provided information on opportunities to volunteer.

8) Consent Items (9:00 p.m. - 9:05 p.m.)

8.a Appointment to Police and Public Safety Citizens' Advisory Committee HCC-92-FY18

I move that the Mayor and Council appoint Mark Webb (Ward 2) to the Police and Public Safety Citizens' Advisory Committee for a term of 2 years, ending on October 16, 2019.

[Cover Page](#)

[Mark Webb Application_Redacted.pdf](#)

8.b Proclamation for Economic Development Week HCC-88-FY18

I move that the Mayor and Council proclaim October 22 - 28, 2017 as Economic Development Week in the City of Hyattsville.

[Cover Page](#)

[Economic Development Week Proclamation 2017.docx](#)

8.c Health Care, Prescription Drug and Dental Care Rates for CY 2018 HCC-75-FY18

I move that the Mayor and Council approve the 2018 calendar year Health Insurance premium costs that maintains the current City and employees contributions in all plans except the Kaiser HMO Plan includes a slight increase in the employee contribution; makes no changes to the employee contributions to the Prescription Drug or Dental plans and includes a 3% administrative fee increase in Delta Dental HMO.

[Cover Page](#)

[Health Ins. Rates 2018 \(2\).pdf](#)

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

Proclamation Celebrating the 25th Anniversary of Crossover Church in Hyattsville # HCC-97-FY17

I move that the Mayor and Council adopt a proclamation in recognition of the 30th Anniversary of Crossover Church, and its 25 years of service to Hyattsville's community.

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



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9) Action Items (9:05 p.m. - 9:45 p.m.)

9.a Hyattsville Ordinance 2017-04: Amendment to Section 114-74 - Vehicle Impound Ordinance (SECOND READING/ADOPTION) (5 minutes) HCC-43-FY18

I move that the Mayor and Council adopt Hyattsville Ordinance 2017-04, an Ordinance whereby the City Council amends the Code to reiterate and clarify that code enforcement and parking enforcement officers have the authority to "boot," take into custody, or impound vehicles in certain situations (SECOND READING & ADOPTION).

Cover Page

HO_2017-04_Impound_Ordinance_Amendment_10.16.17_FINAL (1).docx

Memo - Impoundment Ordinance.docx

There was no discussion on this item.

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

9.b Hyattsville Ordinance 2017-05: Pet Waste (SECOND READING/ADOPTION) (5 minutes) HCC-63-FY18

I move that the Mayor and Council introduce Hyattsville Ordinance, 2017-05, an Ordinance whereby the City of Hyattsville establishes requirements for the proper disposal of solid pet waste in the City of Hyattsville so as to protect public health, safety and welfare (SECOND READING & ADOPTION).

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HO 2017-05 Pet Waste Ordinance - 10.16.17 FINAL.docx

Memo - Pet Waste Ordinance.docx

Minutes March_15_17_Approved.doc

Code Committee Recommendation - June 21, 2017.doc

Pet Waste - Leash Up Poster

Council President Haba relayed concerns from residents requesting the inclusion of a definition in the ordinance to distinguish between feral cats and indoor cats. He suggested editing the ordinance to include the definition and bringing it back for adoption at that time. Councilmember Croslin said that while he did not mind delaying a vote, he believed the existing term 'domesticated animal' was sufficiently clear to address resident concerns. There was a discussion regarding the terms used in the ordinance and the need to define additional terms. Council President Haba suggested including a sentence to exempt resident who care for feral, stray, or community cats.

Councilmember Perry voiced concerns regarding enforcement of the ordinance. City Administrator Nicholson said staff understood that enforcement would be difficult and noted that this was not a priority enforcement area that staff would pursue. Councilmember Warner said residents had asked for an ordinance on pet waste to provide them with something in the code that they could reference when faced with potential violations. She noted that previous conversations regarding the difficulty of enforcement had led staff to begin development of an educational campaign. Councilmember Warner said she believed additional conversation was unnecessary and she supported the intent of the ordinance.



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Mayor Hollingsworth summarized the change requests for the ordinances as the following items: 1) clarification on the term domesticated, 2) inclusion of an explicit exemption for feral and/or community animals, and 3) clarification on what constitutes a violation. The Council briefly discussed the possible need to define additional terms if an exemption was included in the ordinance.

Council President Haba moved that the Council table the motion until additional clarification regarding XXX was provided. Councilmember Wright seconded the motion to table.

RESULT:	FAILED [5-6]
MOVER:	Haba
SECONDER:	Wright
AYES:	Ward, Lawrence, Croslin, Warner, Spell
NAYS:	Hollingsworth, Haba, Suiter, Wright, Perry, Solomon
ABSENT:	None

The motion to table failed and the Council returned to the original motion.

RESULT:	APPROVED [8-2-1]
MOVER:	Haba
SECONDER:	Lawrence
AYES:	Hollingsworth, Ward, Lawrence, Croslin, Warner, Suiter, Wright, Solomon
NAYS:	Perry, Spell
ABSTAIN:	Haba
ABSENT:	None

9.c [FY18 CIP Budget Amendment and Appropriation: National Fitness Campaign \(10 minutes\)](#)
[HCC-85-FY18](#)

[I move that the Mayor and Council authorize the City Treasurer to amend the FY18 Capital Improvements Fund budget and appropriate \\$80,000 to purchase outdoor fitness court related equipment from the National Fitness Campaign - Fitness Court Program Grant in accordance with an executed agreement with The National Fitness Campaign.](#)

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[NFC Grant Memo \(1\) \(1\) \(Tracey Nicholson\).docx](#)

[NFC Photo 1.jpg](#)

[NFC Photo 2.jpg](#)

Mayor Hollingsworth recapped the previous Council discussion on the item and said the motion had been brought forth to complete the process with National Fitness Campaign for purchase and installation of an outdoor fitness court. Council Vice President Ward asked if a location was determined for placement of the fitness court. Council President Haba suggested that staff consider Heurich Park. City Administrator Nicholson said the City had great options for placement and nothing was off the table at that time, further noting that staff would provide a location recommendation prior to installation.

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

9.d [Payment in Lieu of Taxes \(PILOT\) Ordinance \(10 minutes\)](#)



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HCC-78-FY18

I move that the City Council direct the City Attorney, in consultation with the City Treasurer and Director of Community & Economic Development, to draft an enabling ordinance authorizing the City Council to consider a Payment in Lieu of Taxes (PILOT) to support a request by Montgomery Housing Partnership (MHP) the renovation of Parkview Manor Apartments, an affordable housing property, located at 5040 38th Avenue, Hyattsville, Maryland 20782.

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Memo - Scheduling Public Hearing - MHP.docx

Memo - MHP Affordable Housing Discussion - 8.1.2017.docx

MHP 15 Year Tax Credit Request.xls

PG_County_Council_Agenda_Summary.pdf

PM Pro Forma 6-9-17.pdf

Mayor Hollingsworth noted the motion was a follow up action from the October 2, 2017 public hearing. She said the PILOT was for \$225K over 15 years for redevelopment of 53 units located at 5040 38th Avenue. Mayor Hollingsworth also noted that the legislation was specific to the property and not considered to be enabling legislation of PILOTS at large. She noted that she believed Council should discuss PILOT legislation in general at a later date.

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

9.e Initiating the Development of a Community Benefit Agreement Ordinance for the City of Hyattsville (10 minutes)

ID-653-16

I move that the Mayor and Council direct the City Attorney (in consultation with the Director of Community and Economic Development) to develop an ordinance authorizing the Mayor and Council to enter into Community Benefit Agreements with developers and other private enterprises in the City of Hyattsville. At minimum, the ordinance shall include the type of projects eligible for CBAs, the qualifying thresholds of financial public support (tax credit value, etc.), and the stakeholders to be included in the development of said agreements.

Recommended qualifying thresholds (not exhaustive):

- Projects receiving more than \$200,000 in public benefits from the City of Hyattsville;
- Projects seeking density bonus in areas governed by the Prince George's County TDDP; and
- Multifamily developments of 120+ units.

Recommended eligible public improvements (not exhaustive):

- Projects consistent with or included in the adopted Hyattsville Community Sustainability Plan (effective version as of date of project approval);
- Projects benefiting public schools and/or child/youth development;
- Provision of age-friendly units;
- Provision of affordable units at 60% of area median income; and
- Provision of education enrichment grants up to 10% of the public benefit to be administered by the Education Advisory Committee (EAC)



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Recommended qualifying stakeholders (not exhaustive):

- HOAs and registered civic associations;
- PTAs/PTOs/PTSAs for schools serving boundaries students residing in the City of Hyattsville;
- Tax-exempt nonprofit organizations operating in the City of Hyattsville; and
- City of Hyattsville residents residing within a 0.1 mile radius of the proposed project.

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Memo - CBA Ordinance Final.pdf 

Mayor Hollingsworth said the motion had been amended to include recommendations from Councilmember Spell as detailed during the last Council discussion. She noted that Councilmembers Lawrence and Suiter had additional recommendations.

Councilmember Lawrence recommended the list of recommended eligible public improvements include 1) mitigations that exceed those required by State or local law addressing traffic solutions and other environmental concerns, 2) provision of public parks, spaces, and recreational facilities, and 3) provision of improved bicycle infrastructure. Councilmember Suiter recommended that living wage be included under the list of eligible public improvements. She also requested that the Council amend the portion pertaining to projects benefiting public schools and/or child/youth development to include apprenticeships. Assistant City Administrator Chandler asked if the environmental concerns mentioned by Councilmember Lawrence would include stormwater management. Councilmember Lawrence said it was not intended to be specific to stormwater management but could include it.

Council President Haba said he was in favor of the proposal but thought the provision for affordable units at 60% was high and suggested it be reduced to 50%. He also voiced concern with the allocation of funds to a specific committee. He suggested that the funds be allocated to education and not categorized to a specific committee. Mayor Hollingsworth said the 60% threshold was intended to be considered a minimum baseline to incentivize the development of affordable housing. Assistant City Administrator Chandler noted that the establishment of area median incomes (AMI) threshold percentages for multifamily developments may influence the amount and type of financing available for those projects, particularly for developers who may be competing for competitive tax credits.

Mayor Hollingsworth responded to Council President Haba's concern regarding the percentage of funds allocated to the Education Enrichment Grants, noting that the allocated funds for the grants related to the qualifying thresholds for public benefit that the project requested from the City and not the total value of the project. Council President Haba clarified that his concern was linking the funds to a specific committee. Mayor Hollingsworth said the funds were not tied to the committee but were for the purpose of education enrichment grants, adding that she believed quality education had a direct link to economic development and the Community Benefit Agreement was intended to be an economic tool. She noted that the proposal could continue to be discussed as the ordinance developed.

Council President Haba said he agreed with the premise but reiterated his concerns with the administration of the funds through the committee. Mayor Hollingsworth said the motion could be amended to remove the supporting clause "to be administered by the Education Advisory Committee (EAC) but noted that presently the Education Enrichment Grants were administered by the committee. Council President Haba said he would be agreeable with the amendment.

Councilmember Warner said that the list was not exhaustive and cautioned the Council from getting bogged down into specifics. Councilmember Solomon asked if the list would become exhaustive when the ordinance was codified. Mayor Hollingsworth clarified that the intent was to give a framework to the City Attorney and staff to develop a draft ordinance for review by the Planning Committee before returning to



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Council. She said she believed the ordinance would include some concrete language but also language to allow the Council discretion.

Councilmember Solomon said he believed that other committees may want to be included as well. He asked if the Council had received a legal opinion on the need for an ordinance versus an administrative policy on this item. City Administrator Nicholson said she would follow up with the City Attorney on the opinion. Councilmember Solomon also asked if the City would be empowered to initiate outreach on a Community Benefit Agreement, or only approached. Council Vice President Ward said the motion was a framework and warned the Council against delving into the minutia until an ordinance was before the body. Councilmember Solomon said his recommendation was to empower City staff to initiate conversations on Community Benefit Agreements.

RESULT:	APPROVED [10-0-1]
MOVER:	Haba
SECONDER:	Perry
AYES:	Hollingsworth, Haba, Ward, Lawrence, Croslin, Warner, Suiter, Wright, Solomon, Spell
NAYS:	None
ABSTAIN:	Perry
ABSENT:	None

10) Discussion Items (9:45 p.m. - 10:10 p.m.)

[Cover Page](#)

[Declaration of Official Intent \\$8.7 million for 3505 Hamilton Street Project.pdf](#)

Treasurer Brooks provided a summary of the declaration of intent and Council indicated that they would like to take action on the item that evening.

Motion # HCC-98-FY18 Declaration of Official Intent \$8.7 million for 3505 Hamilton Street Project,
Council President Haba moved that the Mayor and Council introduce and adopt Hyattsville Resolution 2017-03, a declaration of official intent for the 3505 Hamilton Street Facility Renovation.

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

[Cover Page](#)

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

[Hyatt Park_Pictometry Ortho.pdf](#)

Assistant City Administrator Chandler and Mayor Hollingsworth provided background information on the Community Legacy Grant in the amount of \$75,000 for public placemaking, awarded in 2015. Mayor Hollingsworth said staff evaluated several opportunity areas in the City and had developed a concept for Hyatt Park. She noted that the total cost of the project exceeded the grant funding and additional funds would need to be authorized by Council for the project. Additionally, Mayor Hollingsworth said the City was under a deadline for the expenditure of the grant funds. Assistant City Administrator Chandler reviewed a tentative project schedule and budget that was based on initial quotes. The proposed cost of the project was estimated at \$275,000 - \$325,000.



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Council Vice President Ward voiced his support for the proposal adding that the addition of an improved crosswalk on Hamilton Street was greatly needed. Councilmember Croslin asked how staff determined the cost estimate and if there was a design for the project. City Administrator Nicholson said the cost estimate was based on staff assessment. Assistant City Administrator Chandler added that the lighting costs were based on a quote and additional costs were based on square footage. He also said there may be an opportunity for additional grant funding.

Councilmember Spell encouraged her colleagues to think about what the space could be in the future with the renovation of 3505 Hamilton and the addition of a bike share center, stating that the area held a lot of potential. Councilmember Wright clarified that the project would require an increase in the Capital Improvement Plan budget for FY18 and asked if the City could do the project in phases. He also asked for clarification on the deadline for the expenditure of grant funds. Assistant City Administrator Chandler said the funds must be expended by June 30, 2018 and suggested that funds may be able to be moved around to accommodate the budget request. Mayor Hollingsworth confirmed that the project may require a budget amendment.

Councilmember Warner said she was in support of the project but acknowledged past concerns from neighbors about loss of green space when the community garden was added to the park. She suggested that the City actively engage the neighbors by hearing their concerns and incorporating their thoughts into the design. She noted that the park was often used by children playing soccer and suggested that the City thoughtfully replace any trees that are removed.

There was a brief discussion regarding the next steps. Council President Haba requested additional information on the funding source. Mayor Hollingsworth said the item would return to the Council for action in November.

11) [Council Dialogue](#)

The Mayor and Council noted several upcoming and recent events.

12) [Community Notices and Meetings](#) [Main City Calendar_October 17 - November 6 2017.pdf](#)

13) **Motion to Adjourn**

The meeting adjourned at 10:22 p.m.

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



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD NOVEMBER 6, 2017

Present: Candace Hollingsworth, Mayor
Kevin Ward, W1 (Council Vice President)
Bart Lawrence, W1
Robert Croslin, W2
Shani Warner, W2
Carrianna Suiter, W3
Thomas Wright, W3
Erica Spell, W5
Joseph A Solomon, W5 (arrived at 8:06 p.m.)

Absent: Edouard Haba, W4 (Council President)
Paula Perry, W4

Also present were the following City staff members:

City Administrator Tracey E. Nicholson
Assistant City Administrator, Dir. of Community and Economic Development Jim Chandler
City Treasurer Ron Brooks
Police Chief Douglas Holland
Director of Human Resources Vivian Snellman
City Clerk Laura Reams
Assistant City Clerk Lillie Littleford
Police Captain Amal Awad
Police Sgt. Richard Hartnett
City Planner Katie Gerbes

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

Mayor Hollingsworth called the meeting to order at 8:04 pm.

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

The Council held a moment of silence in honor of the victims of the recent shooting in Sutherland Springs, Texas.

3) **Approval of Agenda**

Mayor Hollingsworth noted the following amendments to the agenda.

1. Correction to the motion wording and sponsors for Item 8.a. The correction is to reduce the budget line item for the DPW Facility Renovation and NOT the 3505 Hamilton Street Budget.

2. Added the following sponsors: Hollingsworth, Ward, Solomon and Spell to Item 8.a.

Additionally, Councilmember Lawrence requested that the consent item 7a.) Safe Streets initiative be moved to the action item section. The Council was agreeable to all proposed amendments.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Ward
SECONDER:	Lawrence



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NOVEMBER 6, 2017**

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

4) Approval of the Minutes

- 4.a Approval of the Minutes
HCC-108-FY18
I move that the Mayor and Council approve the Council Meeting Minutes for the Public Hearing of October 2, 2017.

[Cover Page](#)

[Oct 2 PH Minutes_NK.pdf](#)

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

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

Jonathan Werrlein, President, Werrlein Properties invited the Mayor and Council to attend a community meeting hosted by Werrlein Property to present a plan to develop the former WSSC site.

Michael Bovich a Ward 1 resident, addressed the Mayor and Council concerning the residential parking and parking permits. Mr. Bovich said he was concerned about the potential impact on families, proposed time limits, and the number of permits available.

Patrick Paschall a Ward 3 resident, addressed the Mayor and Council concerning campaign finance issues and regulations pertaining to the May 2017 election.

Maurie Kathan a Ward 2 resident, addressed the Mayor and Council concerning the residential parking Permits, noting her agreement with many of Mr. Bovich comments. Ms. Kathan said there have been no parking issues in her area and the existing system was working.

6) Presentations (8:20 p.m. - 9:05 p.m.)

- 6.a) Introduction of four new Police Officers (5 minutes)

Police Chief Holland presented brief background information on the City's four (4) new Police Officers; Shaun Wesburry, Joseph Valko, Kelly Hernandez, and Darrell Benjamin. The officers introduced themselves to the Mayor and Council.

- 6.b) K-9 Video

Chief Holland presented the K-9 video to Council and residents and thanked Cable Television Coordinator Jonathan Alexander for his outstanding work on the video.



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6.c) FY-2016 Audit Update (5 minutes)

City Treasurer Brooks presented a update on the FY-2016 audit. Mr. Brooks said the auditors were reviewing general fund budget transactions and his goal was to complete the 2016 audit by the end of December 2017.

6.d) Landy Property: Preliminary Plan of Subdivision 4-17007 (25 minutes)

[Cover Page](#)

[Memo - Landy Property - 11.1.2017.docx](#)

[HyattsvillePresentation\[30969\].pdf](#)

[RWL-CoverLetter.pdf](#)

[PMAVariation-SoJ.pdf](#)

[PPS_4-17007.pdf](#)

Assistant City Administrator Chandler introduced Chris Hatcher and Mark Ferguson, representatives for Marvin R. Blumberg Company to present the preliminary plan for the Landy property. Mr. Chandler noted that the development proposal would go to the Planning Committee for review and comment before returning to Council in December. Mr. Hatcher provided an overview of the project which consisted of 33 acres located within the Prince George's Plaza Transit District Overlay Zone planned for 343 townhouse units with parking garages, 150 on-street parking spaces, and several recreational amenities.

Councilmember Wright asked for clarification on the location of the main entrances to the development. Mr. Hatcher stated that entrances were located on Dean Drive, Belcrest Road and Northwest Drive. Councilmember Wright asked if the streets would be public roads, serviced by the City. Mr. Hatcher responded that the developer would like to engage with the City on the subject and their intention was to dedicate all roadways within the development to the City.

7) Consent Items (9:05 p.m. - 9:10 p.m.)

7.b) Municipal Government Works Month Proclamation - HCC-103-FY18

I move that the Mayor and Council proclaim November as Municipal Government Works Month in Hyattsville.

[Cover Page](#)

[Municipal Government Works Month Proclamation.pdf](#)

7.c) Native American Heritage Month Proclamation - HCC-106-FY18

I move that the Mayor and Council proclaim November as Native American Heritage Month in Hyattsville.

[Cover Page](#)

[Native American Heritage Month Proclamation.pdf](#)

7.d) Veterans Day Proclamation – HCC-107-FY18

I move that the Mayor and Council proclaim November 10, 2017 as Veterans Day in Hyattsville.

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[Veterans Day Proclamation.pdf](#)

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



**REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD
NOVEMBER 6, 2017**

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

NOTE FOR THE RECORD: Councilmember Wright was not present for the consent vote.

8) Action Items (9:10 p.m. - 9:20 p.m.)

7.a FY18 Budget Appropriation: Second Year Grant Funding for the Hyattsville Safe Streets Initiative from the Governor's Office of Crime Control and Prevention

I move that the Mayor and Council amend the FY18 budget to accept and appropriate a grant award in the amount of \$158,142 from the Governor's Office of Crime Control and Prevention for the second year funding of the Hyattsville Safe Streets Initiative.

Cover Page

HSSI Year 2 Grant Funding.pdf

Councilmember Lawrence highlighted the background materials included in the agenda packet and recommended that interested residents review the materials.

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

8.a FY18 DPW CIP Budget Amendment and Adjusting Appropriations (10 minutes)

I move that the Mayor and Council authorize the City Treasurer to amend the FY18 DPW Capital Improvements Budget by adjusting budget appropriations to include \$325,000 for the Hyatt Park Place Making Project and reducing the DPW Facility Renovation amount from \$1.5 million to zero. The revised FY18 DPW total CIP budget of \$5,355,000 includes the adjustment and reduction noted above and all other previously approved FY18 DPW CIP projects and budget amendments.

Cover Page

Mayor Hollingsworth said the item was a follow up from the recent discussion about a placemaking project located in Hyatt Park. She noted that she believed there would be public engagement sessions on the project before the Council moved forward with committing design funds.

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

9) Discussion Items (9:20 p.m. - 10:10 p.m.)

9.a Residential Permit Parking Zones Program - 2017 Update (30 minutes)

I move that the Mayor and Council direct the City Attorney (in consultation with City staff) to develop an ordinance amending Article IV, Residential Permit Parking Zones of the City



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Charter and Code. In doing so, the City Attorney and City staff shall include the changes outlined in the attached memo.

Cover Page

Memo_Suggested Action and Summary Background.docx

Memo_-_Residential_Parking_Zone_-_Staff_Review.pdf

Residential_Parking_Committee_Recommendations_9.29.16.pdf

RPZ_Committee_Recommendations_-_March_2017.pdf

Councilmember Lawrence provided background information on the proposed motion to the Mayor and Council. He noted that some residents had concerns about the effectiveness of the residential parking zone program and how it had operated in the past. Councilmember Lawrence highlighted some of the recommendations including expiration terms for permits, proposed reduction of the two (2) hour grace period to 30 minutes, and fine structure. He said that with the implementation of plate readers and new signage it would look like a different program. Councilmember Lawrence briefly addressed some resident comments and said that the motion also required the Council to hold a public information session.

Councilmember Warner stated that the Residential Permit Parking Zone Program worked more successfully in some areas of the City than others. She acknowledged that the program changes were a process and said the Council was working to figure out the best approach. Councilmember Solomon questioned how the current language would impact residential communities neighboring around our metro stations. Councilmember Lawrence clarified that the motion did not change any of the existing residential parking zones or add new zone. He said if there was a need for new parking zones residents would go through the established process to create a residential parking zone.

Councilmember Wright agreed with Councilmember Solomon that changing the program was a difficult task to undertake and reminded all that many of the recommendations came from the Residential Parking Zone Ad-Hoc Committee. Councilmember Lawrence said consistent application and enforcement aligned with existing staff capacity would be key to the success of the program. Councilmember Croslin asked if the ongoing traffic study would provide information on residential parking zones. Assistant City Administrator Chandler said some information may be provided but the study was more focused on the circulation of traffic in the City.

9.b Dedication of Public Safety Surcharges (10 minutes)

I move that the Mayor and Council dedicate all public safety surcharges received on property developed in the City of Hyattsville to satisfy debt service on the development of the public safety facility at 3505 Hamilton Street. I further move that the Mayor and Council direct the Treasurer to establish—as a threshold—a disbursement request equivalent to the annual differential for Community Safety approved by Prince George's County. I further move that the Mayor and Council direct the City Administrator or her designee to issue a report to the Council on surcharges received no less than semi-annually.

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Mayor Hollingsworth provided background information on the collection and disbursement of public surcharge fees from development projects, noting two (2) types of surcharge fees assessed on development projects; school facility fees and public safety fees. She said both fees were intended to address inadequacies of public facilities relating to new development. Mayor Hollingsworth explained that while the school facility fees were allocated entirely to the County, 25% of the assessed public safety surcharge were remitted to the municipality, provided it had a police department. She further explained that fees collected by the City were required to be utilized for capital expenses related to public safety. Mayor Hollingsworth said the intent of the motion was to dedicate public safety surcharges received by the City toward paying down the liability of the 3505 Hamilton Street construction.



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City Treasurer Brooks commended the Mayor for the motion and her work in ensuring the City received these funds. Mayor Hollingsworth said there was a second part to the motion that required the Council to direct the Treasurer to establish as a threshold a disbursement request equivalent to the annual differential for Community Safety approved by the County. Councilmember Lawrence clarified that the City had not been receiving these funds until the Mayor identified the surcharge. It was stated that the item would return to the Council on the consent agenda at the next meeting.

- 9.c [Code Compliance Advisory Committee: Short Term Rental Regulations \(10 minutes\)](#)
I move that the Mayor and Council accept the recommendation from the City's Code Compliance Advisory Committee and direct the committee to dedicate the next six (6) committee meetings to review of the merits of the City adopting short-term rental regulations. Upon completion of the committee's deliberations, they will present their findings to the City Council.

[Cover Page](#)

[CouncilletterOctober_17GFTeditsB.docx](#)

Mayor Hollingsworth briefly summarized the request from the Committee and asked if the Council had any objections to moving the item that evening. With no objections, the Council decided to take action.

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

10) [Council Dialogue](#)

The Mayor and Councilmembers announced upcoming events and welcomed the new Police Officers.

11) [Community Notices and Meetings](#)

[Main City Calendar_November 7 - November 20 2017.docx](#)

12) [Motion to Adjourn](#)

The meeting adjourned at 9:21 p.m.

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



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD DECEMBER 4, 2017

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

Absent: Paula Perry, W4

Also present were the following City staff members:

City Administrator Tracey E. Nicholson
Assistant City Administrator, Dir. of Community and Economic Development Jim Chandler
City Treasurer Ron Brooks
Director of Public Works Lesley Riddle
Director of Human Resources Vivian Snellman
City Clerk Laura Reams
Assistant City Clerk Lillie Littleford

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

Mayor Hollingsworth called the meeting to order at 8:04 p.m.

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

Mayor Hollingsworth led a moment of silence for Richard Morris, long-time Hyattsville resident.

3) [Approval of Agenda](#)

The agenda was amended to include Motion #: HCC-137-FY18 Travel Stipend for Resident Filmmaker, Malkia Lydia, to produce "Libya and Beyond: An OkayAfrica Roundtable Discussion" on the Consent Agenda.

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

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

Ruth Ann Frazier, a Ward 5 resident, addressed the Mayor and Council regarding the upcoming Sonny Frazier Toy Drive. Ms. Frazier thanked the Council for their support of the recent Heroes Bowl, the Drive's biggest fundraiser. Ms. Frazier noted that there were 200 children in total receiving gifts.



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD DECEMBER 4, 2017

Mayor Hollingsworth read a public comment submitted on Speak Up, HVL from Julie Wolf, a Ward 2 resident. Ms. Wolf expressed the need for restoration of the bike racks at the City Building and specified the type of rack desired.

5) [Presentations \(8:20 p.m. - 8:35 p.m.\)](#)

5.a) FY-2016 and FY-2017 Audit Update (5 minutes) **HCC-104-FY18**

[Cover Page](#) 

Treasurer Brooks provided a brief update on the FY-2016 Audit, noting that the final review and analysis of all funds would be completed by the end of the year. Treasurer Brooks added that the FY-2017 Audit would begin the third week of January 2018.

5.b) Bigbelly Waste and Recycling System Review (10 minutes) **HCC-133-FY18**

[Cover Page](#) 

Director Riddle noted that the City's Bigbelly program had been in effect for over a year and introduced Rob Kutner, Vice President of Bigbelly to give the Council and update for the program.

Mr. Kutner provided an account overview of the operation performance since the installation in September 2016. Mr. Kutner said the City had installed 16 of the smart waste/recycling units in the City, which had collected 44,460 gallons, or 8.04 tons, of mixed waste and recycling in 2017. Mr. Kutner added that 44% of the waste was recycling and confirmed an overall efficiency rate of 83%. Mr. Kutner provided a breakdown of the volume of trash and recycling by location, noting that the City was over capacity in several stations, while others did not need such high capacity. Mr. Kutner said the proposed stations would be standard capacity stations and adjustments would be made to the map depending on capacity data. Mr. Kutner added that Bigbelly had partnered with Nokia to create a Wi-Fi hotspot capability for the receptacles.

Council President Haba thanked Mr. Kutner for the presentation and the results. Council President Haba asked for clarity on the false signals that had been sent to empty a receptacle that was not yet filled. Mr. Kutner stated that when the door of a unit was opened for servicing, it registered as a collection. Council President Haba then asked if all the recycling that had been collected was recyclable, to which Director Riddle replied that the majority of the waste was recyclable. Director Riddle added that the comingling of recycling and solid waste was usually a result of user error.

Councilmember Wright expressed excitement for the program and asked for more information on the expansion of the program. Director Riddle stated that the recommended expansion would be detailed in the corresponding discussion item that evening.

6) [Consent Items \(8:35 p.m. - 8:40 p.m.\)](#)

6.a Re-Appointments to Police and Public Safety Citizens' Advisory Committee **HCC-131-FY18**

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



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[Re-Appointment L. Usher.pdf](#)

[Re-Appointment T. Tucker.pdf](#)

[Re-Appointment S. Fisher.pdf](#)

6.b Re-Appointment to Hyattsville Environment Committee

HCC-132-FY18

I move that the Mayor and Council re-appoint Brie Welzer (Ward 1) to the Hyattsville Environment Committee for a term of 2 years, ending on December 31, 2019.

[Cover Page](#)

[Re-Appointment B. Welzer.pdf](#)

6.c) Travel Stipend for Resident Filmmaker, Malkia Lydia, to produce "Libya and Beyond: An OkayAfrica Roundtable Discussion"

HCC-137-FY18

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

7) Action Items (8:40 p.m. - 8:55 p.m.)

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

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

HCC-124-FY18

[Cover Page](#)

[HO-2017-06 MHP_Parkview_Manor_Ordinance_7-506.1_-_1st_Reading.docx](#)

Assistant Administrator Chandler noted that there was a revision to the reference to the Maryland Tax Code.

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

7.b Prince George's County Zoning Ordinance & Subdivision Regulations Comprehensive Review Draft (10 minutes)

I move that the Mayor and Council adopt the recommendations of Staff and authorize the City Administrator to submit to the Maryland-National Capital Park & Planning Commission (M-NCPPC) a letter expressing the opinion of the City of Hyattsville. The letter should express the City of Hyattsville's



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opinion specific to the following sections of the Prince George's County Zoning Ordinance & Subdivision Regulations Comprehensive Review Draft as detailed in the attached memorandum:

Building Restriction Lines
Private Streets and Easements
District Council 'Call-Up' Provision
Transportation Adequacy
Mandatory Dedication of Parkland
Definitions to include Building Restriction Line
Measurements and Exceptions of Intensity and Dimensional Standards
Commercial Use Classifications (Drive-through Use)
Required Public Notice
HCC-123-FY18

Cover Page 

Memo - Zoning Ordinance & Subdivision 11.29.2017.docx 

Councilmember Wright thanked City staff and the Planning Committee for their hard work and thoughtful comments. Councilmember Solomon echoed Councilmember Wright's remarks and asked for clarity on areas where the Planning Committee's comments were not unanimous or consistent with City staff. Assistant Administrator Chandler stated that the Committee agreed in most cases, excluding drive-through spaces. Assistant Administrator Chandler added that staff wanted to ensure that comments from all entities were captured.

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

8) Discussion Items (8:55 p.m. - 9:30 p.m.)

8.a) Bigbelly Waste and Recycling System Expansion (10 minutes) HCC-130-FY18

Cover Page 

Director Riddle gave a brief introduction for the discussion item and introduced Mike Schmidl, Maintenance Operations Supervisor. Director Riddle summarized the presentation on the current operations of the program and continued to provide details on the proposed system expansion. Director Riddle highlighted the recommended areas for expansion, which included 22 additional stations. Director Riddle noted that the expansion would result in less wear and tear on City vehicles and would enhance the City's litter initiative.

Mayor Hollingsworth asked for clarification on the annual cost and Director Riddle stated that the cost would be an additional \$73,000. Council Vice President Ward asked if the City was on a yearly contract with Bigbelly and what the anticipated rate increase would be at the end of the contract. Mr. Kutner clarified that there was a five (5) year contract in place and that Bigbelly did not anticipate rate increases. Mayor Hollingsworth asked for more details on the potential for Wi-Fi Hotspots. Mr. Kutner stated that there would be an additional fee for the Wi-Fi capability, due to the need for a larger solar panel and battery kit.



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD DECEMBER 4, 2017

Mr. Kutner added that the appearance of the unit would remain the same, with a larger internal solar panel. Councilmember Solomon clarified that the current stations would remain a part of the infrastructure, if the City decided to take on the Wi-Fi capability.

Council President Haba highlighted areas in the City that had ongoing trash issues: Lancer Drive and 31st Avenue, Madison Street and Jamestown Road, Jamestown Road and Nicholson Street, and Nicholson Street and Queens Chapel Road. Council President Haba noted the two (2) locations that were producing the bulk of the waste and asked if extra receptacles should be added to those locations. Director Riddle stated that staff would look into additional areas, and that the existing units on Hamilton Street were sufficient. Councilmember Warner noted a location of issue near the four (4) way stop near Golden China. Councilmember Wright stated that there were no units in University Town Center (UTC) and Director Riddle clarified that the City had to be careful not to place units on private property. Mr. Schmidl provided details on the property owned by the City in that area. Administrator Nicholson added that staff would take another hard look at locations.

8.b Hyattsville Ordinance 2017-07: Updating the City Code Section - 114-6. School Zones (10 minutes)

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

HCC-29-FY18

Cover Page 

[HO-2017-07 Edward M. Felegy School Zone Ordinance.docx](#) 

Councilmember Spell summarized the proposed change to City Code to establish a school zone around Edward M. Felegy Elementary School. Councilmember Spell stated that she wanted to ensure the Code was reflecting growth and changes within the City.

Council President Haba thanked Councilmember Spell for catching the oversight. Councilmember Lawrence asked if the City needed to include the Chelsea School. Administrator Nicholson stated that staff would follow up on that item.

8.c Public Wifi Hotspots (15 minutes)

I move the Mayor and Council direct the City Administrator to explore Public Wifi Hotspots options in Hyattsville for the purpose of supporting efforts to increase access to internet service in public spaces in Hyattsville, and calling for the development of City policies to advance these efforts as well as a comprehensive Public Wifi Hotspot development and implementation plan for Hyattsville.

HCC-28-FY18

Cover Page 

Councilmember Spell provided a brief overview of the proposed motion and stated that the need for Public Wi-Fi Hotspots was becoming an important topic nationally and internationally. Councilmember Spell stressed the importance of providing access to Wi-Fi in public spaces, with the growing digital divide. Councilmember Spell continued that the item was asking the City Administrator to explore options for the City to provide access to all residents.

Councilmember Warner stated that she believed the item to be a great priority for the City and that she would like more information on the cost of the project. Councilmember Wright echoed Councilmember Warner's remarks and recommended looking further into the Wi-Fi capability of the Bigbelly receptacles.



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD DECEMBER 4, 2017

Council President Haba also asked for more details on funding. Mayor Hollingsworth asked if there was any hesitancy to move the item that evening, to which there was none.

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

9) Council Dialogue

Councilmember Croslin reminded residents of the upcoming Bridging Cultural Gaps Book Club Meeting. Council President Haba provided updates to the Maryland Municipal League (MML) Summer Conference, noting that the theme would be Learn, Engage, Access, and Deliver (LEAD). Councilmembers Warner and Solomon offered condolences for the passing of long-time resident, Richard Morris. Councilmember Solomon added that he would not be able to attend the following Council Meeting. Mayor Hollingsworth thanked Director Riddle and the Department of Public Works for their work to make the City look festive for the holiday season.

10) Community Notices and Meetings

[Main City Calendar_December 5 - December 11, 2017.docx](#)

11) Motion to Close (Please note the Council will not return to open session)

11.a Motion to Close

HCC-121-FY18

Please note that the Council Meeting will not return to open session.

I move that the Mayor and Council close the Council Meeting of December 4, 2017 in order to discuss contract negotiations.

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

[Cover Page](#)

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

A closed session of the Council of the City of Hyattsville was held at 8:53 p.m. on Monday, December 4, 2017, in the City of Hyattsville Municipal Building, Third Floor Council Chambers.

In addition to the City Council, the following staff members were present: City Administrator Tracey E. Nicholson, Assistant City Administrator Jim Chandler, City Treasurer Ron Brooks, and City Clerk Laura Reams.

The authority under which the session was closed was the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (14) to discuss, before a contract is awarded or bids are opened,



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD DECEMBER 4, 2017

a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

Topics Discussed: City staff provided an update on negotiations pertaining to a proposal for a parking facility and the obligation of outstanding grant funds.

Action Taken: None taken.

The closed session ended at 9:04 p.m.

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



Hyattsville City Council Agenda Item Report

Meeting Date: February 20, 2018

Submitted by: Laura Reams

Submitting Department: Administration

Item Type: Report

Agenda Section: Presentations (8:20 p.m. - 8:50 p.m.)

SUBJECT

City Administrator Update: Room Reservation Policy and Special Event Permits (10 minutes)

HCC-207-FY18

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Room Reservation Policies_FINAL.pdf](#)

[Guidelines_and_Procedures_for_Special_Event_Permits_2018.docx](#)

Summary Background:

City Administrator Nicholson will provide an overview of the new Special Event Permit Policy and clarification of the 2016 Meeting Room Reservation policy.

Next Steps:

City Administrator Report to Council

Fiscal Impact:

N/A

City Administrator Comments:

See Summary Background.

Community Engagement:

N/A

Strategic Goals:

Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?

N/A



Reservation Policies for City of Hyattsville Meeting Rooms

The City of Hyattsville makes rooms available to support City residents and community oriented public service organizations that strengthen our community. The policies below seek to ensure that these rooms are used for these purposes, and that they are kept clean and accessible. The rooms subject to these policies include the Multipurpose Room (first floor) and the Pranglely Room (second floor) in the City Administrative Building.

- Rooms may be used for the meetings, activities and celebrations of only Hyattsville community-oriented public service organizations and resident-groups, in which at least half of all members are City residents, and which are not organized primarily for profit. Proof of resident status may be required.
- Rooms may NOT be used for events that are: partisan or campaign related (except for a candidate's forum for City elections, if conducted by a neutral community oriented public service organization); religious worship/services; or individual/family social celebrations (for example - birthday parties, baby and bridal showers, wedding receptions and holiday parties).
- Rooms may not be reserved more than four months in advance.
- Room reservations are subject to cancellation at any time by the City. The City will always attempt to seek alternatives before cancelling a public reservation, including relocating the reservation or finding a suitable alternate date.
- Room reservation priority is as follows: 1) City events, 2) City-sponsored events (that have been approved by vote of the City Council), 3) Hyattsville organization and resident-group events.
- Room reservations are free. However, a \$50 deposit is required to make a reservation. If the room is left damaged or dirty, the deposit will not be returned and an additional \$50 deposit will be required before another reservation is allowed.
- Room reservation cancellations must be received at least seven days in advance. Unless the cancellation was for an emergency, residents and organizations will be charged \$10 from their deposit, and an additional \$10 will be required for subsequent reservations.
- When planning events that include significant sound amplification, the Pranglely Room cannot be reserved, as the amplification interferes with the police dispatch center.
- A copy of the rules for the use of meeting spaces will be provided upon reservation confirmation. Failure to comply with the rules could result in forfeiture of the \$50 deposit and prohibition of future use.

SPECIAL EVENT STREET CLOSURE PERMITS

The following administrative guidelines and procedures will be used to issue Special Event Street Closure permits. Special Event Street Closure Permits authorize groups or individuals to use City streets for public events, parades, parties, and more. City services will not be used for private events.

PURPOSE

The purpose of this policy is to encourage and support neighborhood and community events by clarifying the process for requesting special events requiring street closures.

DEFINITIONS

Special Event: Any organized for-profit or nonprofit activity having its purpose entertainment, recreation, and/or education on public property. These may require special services from the City. Special events include, but are not limited to; fairs, tours, races, assemblies, festivals, and holiday celebrations. Private social gatherings which will make no use of City streets other than for lawful parking are not included. Garage sales, lawn sales, or any similar events are not included and are governed by Chapter 99 of the Hyattsville City Code.

Neighborhood Block Party: A block party is a general term used when neighbors have a party and request the closing of a public street or other city owned property. If a Block Party is completely on private property, a Special Event permit is not required. However, if you are going to close a section of a residential street, or use the sidewalk, a Special Event Permit is required. For profit events are not considered to be neighborhood block parties.

Parade/Procession: A group or number of people or vehicles, or the combination thereof, consisting of five (5) or more vehicles and ten (10) or more persons, or a combination of three (3) or more vehicles and five (5) or more persons, proceeding or moving as a body or in concert along the streets or sidewalks of the City.

EXCLUSIONS

STREETS THAT CANNOT BE CLOSED FOR SPECIAL EVENTS

Not all streets in the City of Hyattsville can be closed for a special event due to the impact on the public and emergency vehicles. These streets can include main arterial streets and streets used for ingress or egress for emergency vehicles. Additionally, some streets located in the City are under the jurisdiction of State Highway Administration, Prince George's County Department of Public Works and Transportation, or may be privately owned and under the jurisdiction of a homeowner's association. These streets are not within the City's authority to close.

ACTIVITIES

The following activities shall not be considered special events that require a special events permit.

1. A public event hosted by the City of Hyattsville.
2. An event conducted pursuant to a contract with the City of Hyattsville.
3. Funeral processions by a licensed mortuary.

APPLICATION PROCESS

Policies / Procedures

Reference Date: July 18, 2017

Requests for special events (including neighborhood block parties) that require the closing of any public street, sidewalk, and/or require assistance from the City of Hyattsville, must be submitted to the City Clerk's office on Form HVL10 within 14 calendar days, unless otherwise specified on the form. The application will be posted on the City website and available as a paper copy.

Applications must include the following information.

1. Name, date, hours, and description of event;
2. Event organizer contact information;
3. Type of event and requested location;
4. Special Event Petition with the minimum required approval signatures;
5. Estimated number of attendees;
6. Indicate if the event is open to the public;
7. Indicate if the event is for profit;
8. Indicate if amplified sound is part of the event;
9. Indicate if the event includes selling and/or consumption of alcohol;
10. Indicate if the event will include selling of food;
11. Include a diagram/sketch of the event set up;
12. Permit fee, if applicable.

Applications are reviewed and approved on a first-submitted basis and residents are encouraged to submit their application form in advance of the minimum requirement.

All applications and requests to reserve a date for a special event must be submitted using the application form.

PERMIT FEES

Fees for special event permits are listed on the application form. There are no fees for a neighborhood block party. Payment in the form of a check should be made out to the City of Hyattsville and accompany the submitted application. Applications submitted without fee payment will be considered incomplete and returned to the applicant.

Events that require on-site City staffing or expanded use of City services and/or personnel may require additional fees and/or reimbursement for such services. Examples include staff overtime, equipment, and services. A determination will be made at the time of application review. Any additional fees will be communicated to the applicant via letter prior to the event.

APPROVAL PROCESS***APPROVAL BY RESIDENTS***

Since a special event that would close a public street will impact persons residing on the street and access to their home, the application must be accompanied by a completed Special Event Petition. The petition should demonstrate approval by a minimum percentage of residents on the block as prescribed below.

Approval Requirement by Type of Event

- Neighborhood Block Party – 51% approval
- Special Event, Parade/Procession – 75% approval

CONDITIONS OF APPROVAL/DENIAL

Policies / Procedures

Reference Date: July 18, 2017

The Chief of Police and/or their designee will review all street closure special event permits.

Grounds for denial could include the following:

1. Incomplete application.
2. Special Event Petition does meet minimum requirements.
3. Information contained in the application is incorrect.
4. The application does not satisfy the requirements of the administrative guidelines for special event permits.
5. An application for another event to be held on the same day has been previously filed or approved, and the other event is so close in time and location to the event proposed as to cause undue traffic congestion, inability to provide required City resources or public safety concerns.
6. The time, route, or size of the event will substantially interrupt the safe and orderly movement of traffic contiguous to the site or route, or disrupt the use of a street at peak traffic time.
7. The application was submitted after the deadline.
8. The proposed event is prohibited by law.
9. Lack of available Public Safety Officials and/or City resources required to support the event.

The City Clerk's Office will notify the applicant in writing of the decision. Should the application be denied, the letter will include a statement of grounds for the denial. If a change in time or location of the proposed event would allow approval of the application, the letter will indicate such.

APPEALS PROCESS

The applicant may appeal the denial of a permit to the City Administrator by filing a written request stating the reasons for the appeal. The City Administrator, or designee shall render a decision no later than five (5) business days after the filing of the appeal.

APPLICANT RESPONSIBILITIES FOR EVENT***GENERAL SAFETY/BARRICADES/EMERGENCY ACCESS***

Applicants must ensure that property owners and residents within the street closure area have access to their residence at all times.

Traffic control devices will be provided by the City, typically in the form of traffic cones. These traffic control devices shall be placed at both ends of the street. Vehicles may not be used as barricades. City staff will drop off the traffic control devices at the address for the primary contact prior to the event. City staff will collect the traffic control devices at the designated street address, the first working day following the event. Damaged or unreturned devices will be subject to replacement costs as determined by the Department of Public Works.

The applicant is responsible for setting out the traffic control devices on the day of the event to close the street. The street is to be opened to normal traffic immediately upon completion of the event. The center 16 feet throughout the street must be free of obstruction so that emergency vehicles may pass if necessary. The applicant must also ensure that at least three (3) feet clearance is provided around all fire hydrants.

If during an event, the City determines there is a public safety hazard or if there is a violation of any permit condition, the event can be terminated immediately.

DISPLAY OF PERMIT

Applicant is to keep the permit on site and available for inspection during the event.

ALCOHOL

For sale of alcoholic beverages, the applicant must obtain a County permit and provide a copy of this permit with their application to the City.

FOOD VENDORS

Food vendors must obtain a County permit and provide a copy of this permit with their application to the City.

NOISE

Special events that have amplified music or sound are required to follow the conditions outlined in the City's Noise Ordinance, Chapter 79, NOISE. The event must follow the time restrictions and be staged between 8 AM and 11 PM. The City of Hyattsville Police Department and Office of Code Compliance will make any determination of noise in excess of the limits stated in the ordinance. Permits may be revoked if sound exceeds the noise ordinance.

CLEAN-UP

Upon completion of the special event, the applicant is responsible for closing the event, ensuring participants vacate the premises, removing street barricades, and supplies and coordinating the clean-up. Clean-up should include removal of all trash, litter, and debris resulting from the special event.

USE OF CITY NAME/LOGO IN ADVERTISING

The use of the City name/logo is prohibited unless the event is officially sponsored by the City of Hyattsville.



Hyattsville City Council Agenda Item Report

Meeting Date: February 20, 2018

Submitted by: Ron Brooks

Submitting Department: Finance

Item Type: Audit

Agenda Section: Presentations (8:20 p.m. - 8:50 p.m.)

SUBJECT

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

HCC-104-FY18

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

- * The FY-2016 audit is in the review stage of the draft audit document and this stage is progressing well. Detail progress will be given during Treasurer presentation at the Council meeting.
- * Auditors will complete the Financial Statements for the document by the third week of February 2018.
- * The final 2016 audit report signed off by CohnReznick, management letter and all closing documents to City Council expected by the third week of February 2018.
- * Filing of the final 2016 audit with the State of Maryland Department of Administrative Services will be pushed out by an additional week.
- * The FY-2017 audit started on Monday January 22. Auditors are setting the review schedule and meeting with the staff regarding the new GASB announcements that may be required for implementation prior to closeout of FY-2017.

Next Steps:

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

Fiscal Impact:

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

City Administrator Comments:

See summary background above.

Community Engagement:

N/A

Strategic Goals:

Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?

N/A



Hyattsville City Council Agenda Item Report

Meeting Date: February 20, 2018

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Planning & Development

Agenda Section: Presentations (8:20 p.m. - 8:50 p.m.)

SUBJECT

Hyatt Park Public Placemaking Project Concept Designs (15 minutes)

HCC-214-FY18

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

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

[Hyatt Park Placemaking Concept Presentation.pdf](#)

Summary Background:

The purpose of this item is to brief the City Council on proposed concepts for the public placemaking project at Hyatt Park. The City commissioned Neighborhood Design Center (NDC) to develop two (2) initial concepts for consideration and public comment. Based on feedback from the Council, staff, residents and stakeholders, the NDC will develop a final concept, to serve as the basis for construction and programming.

Next Steps:

All stakeholder comments will be summarized and provided to NDC for review and consideration. The City intends to bring this item back to the Council for discussion on March 19th with a recommendation. The project schedule necessitates that NDC begin developing the final concept on or before March 20, 2018.

Fiscal Impact:

Budget for the project is projected to be \$275,000 - \$325,000

City Administrator Comments:

For discussion

Community Engagement:

The Staff will be soliciting feedback from the community on both design concepts through March 2. The staff has posted materials to Speak Up and will have them available in the 1st Floor Lobby of the City Administration Building during the open comment time.

In addition, the staff is scheduled to present the materials to the Health Wellness and Recreation Advisory Committee on February 22nd, and the Planning Committee on Tuesday, February 27th for input and comment. 39

Strategic Goals:

Goal 4 – Foster Excellence in all City Operations

Legal Review Required?

N/A



Memo

To: City Council

From: Jim Chandler, Director, Community and Economic Development

CC: Tracey Nicholson, City Administrator
Lesley Riddle, Director, Public Works
Jake Rollow, Director, Community Services
Katie Gerbes, Community Planner

Date: February 15, 2018

Re: Hyatt Park Public Placemaking Project Concept Designs

The purpose of this item is to brief the City Council on a public placemaking project concepts at Hyatt Park. The City commissioned Neighborhood Design Center (NDC) to develop two (2) initial concepts for public comment. Based on stakeholder feedback, NDC will develop a final concept, which will serve as the basis for construction and programming.

Both concepts take into account programming flexibility, operational needs and budgetary constraints.

Concept 1: Spiral

The concept includes the following elements:

- Centrally located on-grade, covered stage;
- Seating elements to include turf mounds, tree decks and lighted stumps;
- Lighting to include hanging and strung lights;
- Art element to include commissioned elements along an art allee';
- 'Back of house' area for stage, tent area and other support space.

Concept 2: Double Allee'

The concept includes the following elements:

- Offset platform stage area with inclined safety surface;
- Seating elements to include trunk benches, wave bench and rocks;
- Lighting to include at-grade globe lights and hanging lights;
- Art elements included light double allee' along Hamilton Street;

- 'Back of house' area for stage, tent area and other support space.

Stakeholder Feedback and Schedule

We strongly encourage anyone interested in providing feedback to do so through one of the opportunities detailed below.

From Tuesday, February 20th – Friday, March 2nd, Staff will be soliciting feedback from the community on both design concepts. In addition to the City Council presentation on February 20th, Staff has posted these materials to Speak Up and will have them available in the 1st Floor Lobby of the City Administration Building.

In addition, Staff is scheduled to present these materials the following City committees:

- Health Wellness and Recreation Advisory Committee: February 22nd
- Planning Committee: Tuesday, February 27th

It is our intent to bring this item back to the City Council for discussion on March 19th with recommendations on a concept and elements. All comments will be summarized and provided to NDC for review and consideration. Based on the project schedule, it will be necessary for NDC to commence the development of a final concept on or before March 20, 2018.

We heard from you...

MISSION STATEMENT

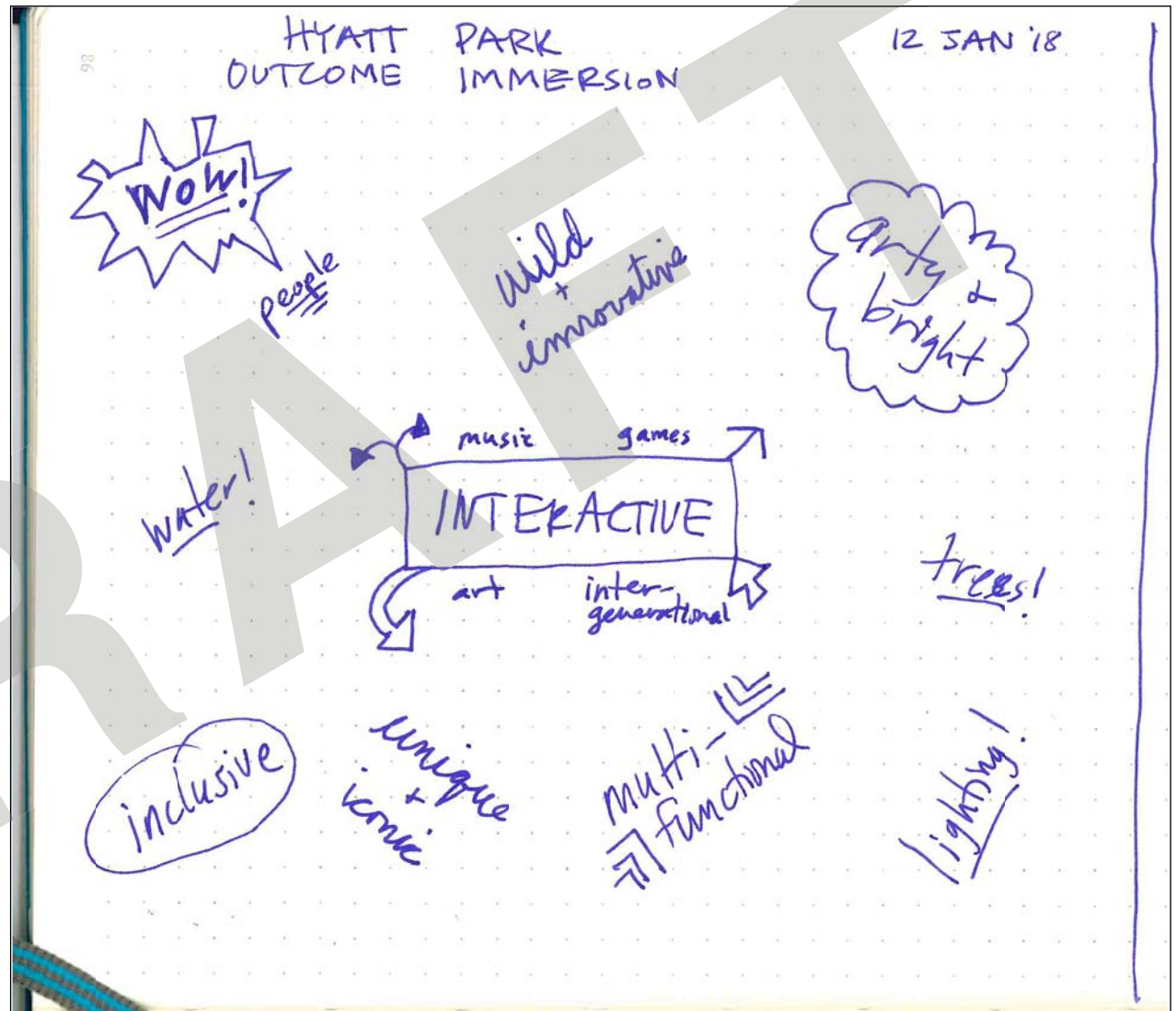
Hyatt Park is a public space welcoming to all that feels both natural and funky. It is full of exciting, unique elements and embodies Hyattsville's inclusive, art-forward community.



DESIGN PRINCIPLES

- ★ interactive
- ★ inclusive
- ★ iconic (art)
- ★ innovative (flexible / multi-functional*)

*e.g., art that is seating, seating that is playable structure



word cloud of characteristics and elements created by NDC designer

We heard from you...

DATING PROFILES

ELEMENTS / PROGRAMMING

creative / flexible seating
music!

CHARACTERISTICS

- ★ “outdoor living room”
- ★ engaging & fun



PRIORITY ELEMENTS

- 1) seating
- 2) colorful elements
- 3) planting / lighting / bike racks

DESIGN CHARACTERISTICS*

- ★ artistic
- ★ colorful
- ★ natural
- ★ minimal just edged out busy

*from Sense of Place Slider



KEY

-  proposed tree
-  existing tree

NOTES

Back of house area can be used for food trucks, medical or concession tents during festivals, equipment for festival activities/vendors/logistics.

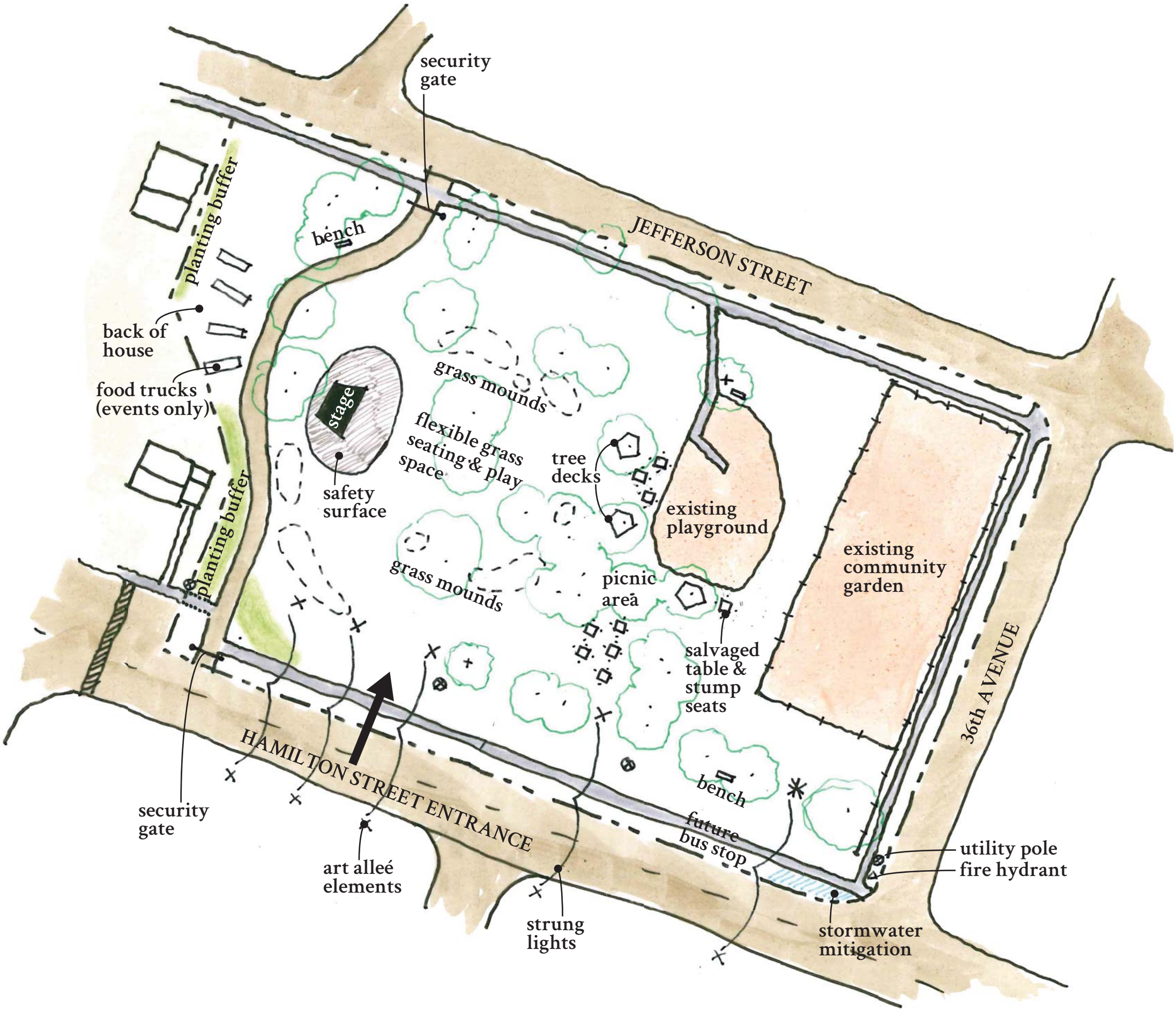
Safety surfacing is on grade.

Grass mounds are 1–1.5 ft. high max, slanting slightly towards the stage.

Salvaged tables and stump seats are made from the removed silver maple (or other removal).

Art allée elements are thin, vertical artworks (7 ft. high min.) from which lights can be strung across Hamilton St. Prioritize commissioning a local artist. At least one must include water users can interact with.

Hanging lights (see *Precedents & Visuals sheet*) can dangle from site trees as desired, but consider in the Hamilton row and the accentuate the grass mound spiral.



M. Roos, A. O'Neill,
L. Kendrick
NDC Staff

covered, on-grade stage



Spruce Street Harbor Park, Philadelphia

HANGING LIGHTS



playful seating



artistic lighting

STRUNG LIGHTS



STUMP SEATS



repurposed site wood furniture

TREE DECKS



TURF MOUNDS

water elements



Arlington Public Art



City Sculpture Park, Detroit



art allée elements



the
Neighborhood
DesignCenter

For conceptual purposes only. Not for regulatory approval, permitting, or construction. NDC and its volunteers assume no responsibility or liability for its technical accuracy nor for any unauthorized use.

M. Ross, A. O'Neill,
L. Kendrick
NDC Staff

Hyatt Park Concept Precedents & Visuals
SPiral Concept
City of Hyattsville
Hamilton Street & 36th Ave, Hyattsville, MD
#5309 | 2.7.2018

INFORMAL PLAY KEY

- mirror tree grove
- trunk bench
- wave bench
- tables
- concrete globes
- high point

NOTES

Back of house area can be used for food trucks, medical or concession tents during festivals, equipment for festival activities/vendors/logistics.

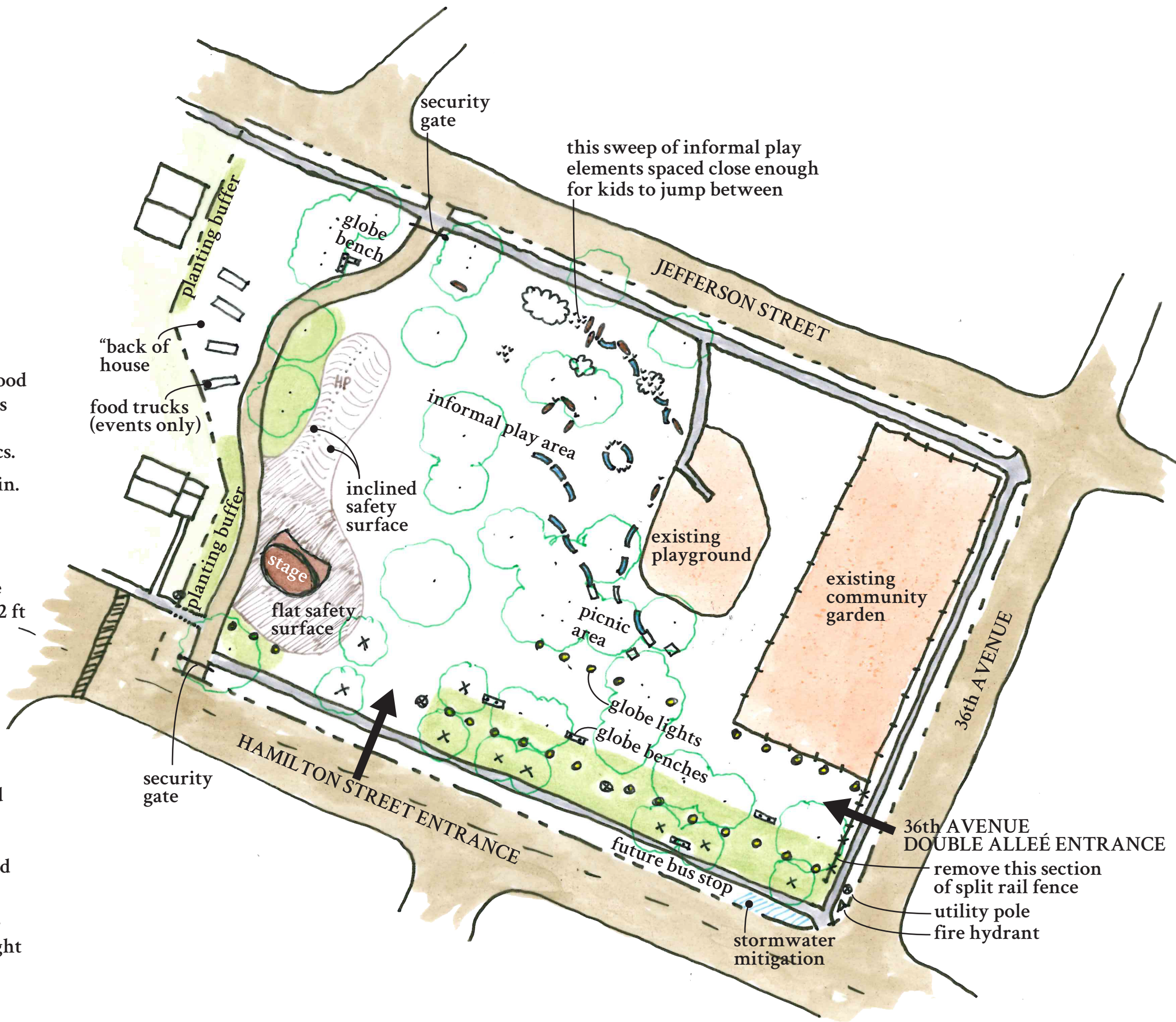
The stage is 2-level. The oval is 18 in. and the front edge is 12 in., which ramps down to grade with safety surfacing.

Flat safety surface is on grade. The high point is on the dotted ridge (2 ft high max.) and inclined surfacing falls smoothly to meet grade.

Tables, trunk benches, and wave benches are salvaged from the removed silver maple (or other removal).

Trunk benches, wave benches and concrete globes can potentially be painted vibrant colors that coordinate with the globe light and globe bench colors.

Hanging lights accentuate the tree alleé along Hamilton, and globe light alleé frames the 36th Avenue entrance.



informal
play

Wonder Wood Playground, Denmark



Canal Park, DC

WAVE BENCH



TRUNK BENCH



playful seating

tables turn into wave benches that give way to trunk benches for seating and play



Webster & Thayer Mirror Garden, San Francisco



MIRROR GROVE

mirror garden inspiration

Maggie Daley Park, Chicago



double allée elements

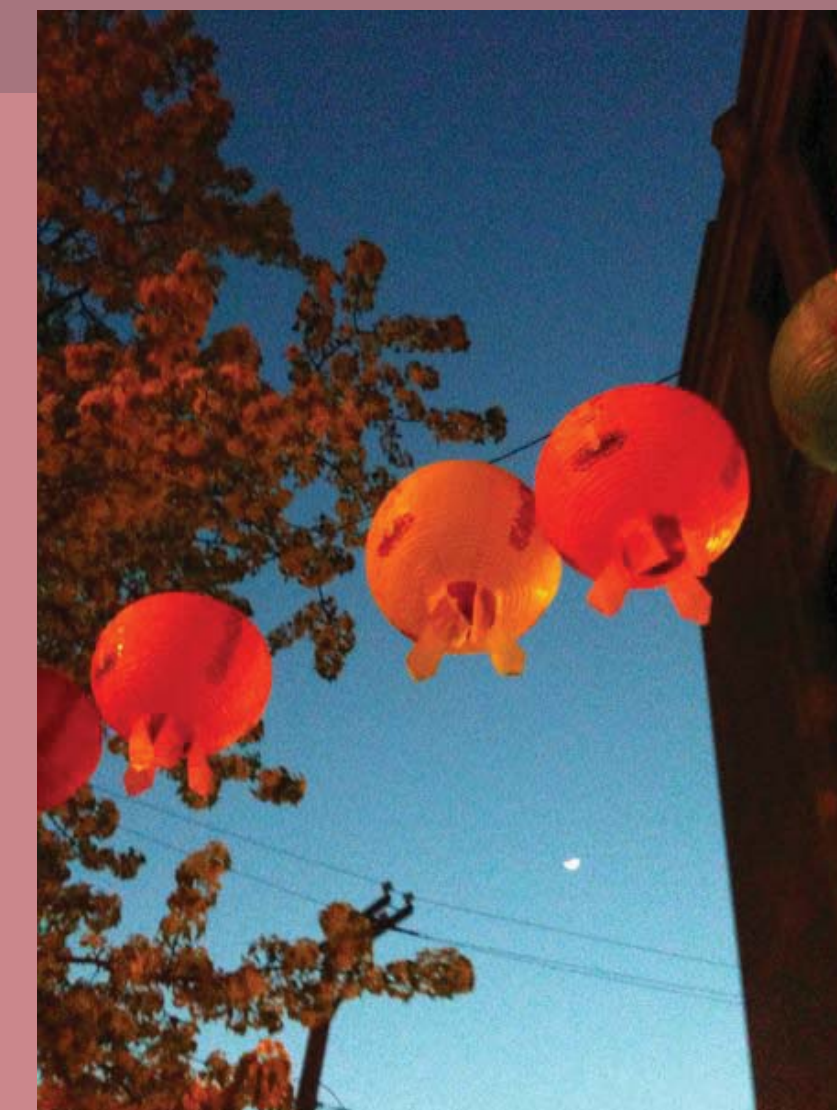


Rittenhouse Square, Philadelphia

HANGING LIGHTS



GLOBE LIGHTS



entertainment platform



low wood stage transitions to inclined safety surface



the
Neighborhood
Design Center

For conceptual purposes only. Not for regulatory approval, permitting, or construction. NDC and its volunteers assume no responsibility or liability for its technical accuracy nor for any unauthorized use.

M. Ross, A. O'Neill,
L. Kendrick
NDC Staff

Hyatt Park Concept Precedents & Visuals
DOUBLE ALLEÉ CONCEPT
City of Hyattsville
Hamilton Street & 36th Ave, Hyattsville, MD
#5309 | 2.7.2018



Hyattsville City Council Agenda Item Report

Meeting Date: February 20, 2018

Submitted by: Douglas Holland

Submitting Department: Police Department

Item Type: Purchase

Agenda Section: Consent Items (8:50 p.m. - 8:55 p.m.)

SUBJECT

Purchase Agreement with Axon Enterprises, Inc. for Conducted Electrical Weapons (Tasers)

HCC-208-FY18

Recommendation:

I move that the Mayor and Council authorize the City Administrator to execute a five year purchase agreement, in an amount not to exceed \$35,600 with Axon Enterprises, Inc. to replace and upgrade 27 Conducted Electrical Weapons (Tasers).

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Taser Purchase Agreement.pdf](#)

Summary Background:

The Police Department's Conducted Electrical Weapons (Tasers) are all at least 10 years old, and reaching the end of their operational life and officers are experiencing an increase in mechanical malfunctions.

Axon, the manufacturer of Taser, is currently offering a payment plan called "Taser 60". This plan allows departments to trade in their older Taser model X26's towards the purchase of the new Taser model X26P's. It also allows the department to spread out the purchase price of the Tasers and all accessories needed, over a 5 year plan as follows:

Year 1: \$5,360 (This would come out of FY2018 line item #70-202-001-5690 Capital Outley- Weapons PD Patrol, which has a current balance of \$14,333.50. Years 2 through 5 will be budgeted as follows

Year 2: \$7,560

Year 3: \$7,560

Year 4: \$7,560

Year 5: \$7,560

Total: \$35,600

If the Department were to purchase 27 new Taser X26P's with associated equipment outright, the price would be \$56,166. Purchase of the Tasers thru this trade in program will result in a savings of \$20,566.

Next Steps:

Purchase according to the City's procurement policy and approval of the City Treasurer.

Fiscal Impact:

Expenditures FY2018 \$5,360; FY2019 \$7,560; FY2020 \$7,560; FY2021 \$7,560; FY2022 \$7,560 Total Expenditure \$35,600

City Administrator Comments:

Recommend Approval

Community Engagement:

N/A

Strategic Goals:

Goal 3 – Promote a Safe and Vibrant Community

Legal Review Required?

Complete



Hyattsville City Police Dept. - MD

1/19/2018

Q-125897-43119.723ZG

1

Axon Sales Representative
Zachary Gallagher
(480)463-2202
zgallagher@taser.com



Axon Enterprise, Inc.
Protect Life.
17800 N 85th St.
Scottsdale, Arizona, 85255
United States
Phone: (800) 978-2737

QUOTE: Q-125897-43119.723ZG

Issue Date: 01/19/2018

Quote Expiration: 02/28/2018

Account Number: 109217

Start Date: 09/30/2017

Payment Terms: Net 30

Delivery Method: Fedex - Ground

Sales Representative:

Zachary Gallagher
(480)463-2202
zgallagher@taser.com

Primary Contact:

Zachary Nemser
(301) 985-5060
znemser@hyattsville.org

BILL TO:

Hyattsville City Police Dept. - MD
4310 GALLATIN ST.
Hyattsville, MD 20781
US

SHIP TO:

Zachary Nemser
Hyattsville City Police Dept. - MD
4310 GALLATIN ST.
Hyattsville, MD 20781
US

Year 1

Item	Description	Quantity	Net Unit Price	Total (USD)
Axon Plans & Packages				
85181	TASER 60 YEAR 1 PAYMENT: X26P BASIC	22	180.00	3,960.00
85181	TASER 60 YEAR 1 PAYMENT: X26P BASIC	5	280.00	1,400.00
Hardware				
85174	TASER 60 X26P	22	0.00	0.00
11002	HANDLE, BLACK, CLASS III, X26P	22	0.00	0.00
11501	HOLSTER, BLACKHAWK, RIGHT, X26P	22	0.00	0.00
22012	TPPM, BATTERY PACK, TACTICAL, PINKY EXTENDER, X2/X26P	22	0.00	0.00
44203	CARTRIDGE - 25' HYBRID	44	0.00	0.00
85174	TASER 60 X26P	5	0.00	0.00
11002	HANDLE, BLACK, CLASS III, X26P	5	0.00	0.00
11501	HOLSTER, BLACKHAWK, RIGHT, X26P	5	0.00	0.00
22012	TPPM, BATTERY PACK, TACTICAL, PINKY EXTENDER, X2/X26P	5	0.00	0.00
44203	CARTRIDGE - 25' HYBRID	15	0.00	0.00
22013	KIT, DATAPORT DOWNLOAD, USB, X2/X26P	1	0.00	0.00
Subtotal				5,360.00
Estimated Shipping				0.00
Taxes				0.00
Total				5,360.00

Year 2

Item	Description	Quantity	Net Unit Price	Total (USD)
Axon Plans & Packages				
85182	TASER 60 YEAR 2 PAYMENT: X26P BASIC	22	280.00	6,160.00

Year 2 (Continued)

Item	Description	Quantity	Unit Price	Total (USD)
Axon Plans & Packages (Continued)				
85182	TASER 60 YEAR 2 PAYMENT: X26P BASIC	5	280.00	1,400.00
			Subtotal	7,560.00
			Taxes	0.00
			Total	7,560.00

Year 3

Item	Description	Quantity	Net Unit Price	Total (USD)
Axon Plans & Packages				
85183	TASER 60 YEAR 3 PAYMENT: X26P BASIC	22	280.00	6,160.00
85183	TASER 60 YEAR 3 PAYMENT: X26P BASIC	5	280.00	1,400.00
			Subtotal	7,560.00
			Taxes	0.00
			Total	7,560.00

Year 4

Item	Description	Quantity	Net Unit Price	Total (USD)
Axon Plans & Packages				
85184	TASER 60 YEAR 4 PAYMENT: X26P BASIC	22	280.00	6,160.00
85184	TASER 60 YEAR 4 PAYMENT: X26P BASIC	5	280.00	1,400.00
			Subtotal	7,560.00
			Taxes	0.00
			Total	7,560.00

Year 5

Item	Description	Quantity	Net Unit Price	Total (USD)
Axon Plans & Packages				
85185	TASER 60 YEAR 5 PAYMENT: X26P BASIC	22	280.00	6,160.00
85185	TASER 60 YEAR 5 PAYMENT: X26P BASIC	5	280.00	1,400.00
			Subtotal	7,560.00
			Taxes	0.00
			Total	7,560.00

Grand Total	35,600.00
--------------------	------------------



Discounts (USD)

Quote Expiration: 02/28/2018

List Amount	37,988.00
Discounts	2,388.00
Total	35,600.00

**Total excludes applicable taxes and shipping*

Summary of Payments

Payment	Amount (USD)
Year 1	5,360.00
Year 2	7,560.00
Year 3	7,560.00
Year 4	7,560.00
Year 5	7,560.00
Grand Total	35,600.00

TASER60 Terms and Conditions: This quote contains a purchase under the TASER 60 Plan. If your purchase only includes the TASER 60 Plan, CEWs, and CEW accessories, then this purchase is solely governed by the TASER 60 Terms and Conditions posted at: <http://www.axon.com/legal>, and the terms and conditions of Axon's Master Services and Purchasing Agreement do not apply to this order. You represent that you are lawfully able to enter into contracts and if you are entering into this agreement for an entity, such as the company, municipality, or government agency you work for, you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, do not sign this Quote.

Axon Enterprise, Inc.'s Sales Terms and Conditions for Direct Sales to End User Purchasers

By signing this Quote, you are entering into a contract and you certify that you have read and agree to the provisions set forth in this Quote and Axon's Master Services and Purchasing Agreement posted at <https://www.axon.com/legal/sales-terms-and-conditions>. You represent that you are lawfully able to enter into contracts and if you are entering into this agreement for an entity, such as the company, municipality, or government agency you work for, you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, do not sign this Quote.

Signature: _____ Date: _____

Name (Print): _____ Title: _____

PO# (or write N/A): _____

Quote: Q-125897-43119.723ZG

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Hyattsville City Police Department

4310 Gallatin Street
Hyattsville, Maryland 20781
301-985-5060



Candace Hollingsworth
Mayor

Douglas K. Holland
Chief of Police

Tracey Nicholson
City Administrator

Date: January 19, 2018

To: Col. Douglas K. Holland, Chief of Police

From: Det. Cpl. Z. Nemser #222, Lead Taser Instructor

Ref: Replacement plan for Taser X26's

The Hyattsville City Police Department Currently has 22 Taser X26 Conducted Electrical Weapons assigned to officers out on Patrol. These Taser X26 models are 10 years old (some of them even older), and are reaching the end of their effective life. When they break, Axon (the manufacturer) no longer fixes them. We are then forced to purchase a brand new weapon to replace the broken one. This has led us to purchase six Taser X26P Conducted Electrical Weapons. These are the newest and most popular model that Axon currently sells. We now have 2 different models of Tasers issued to officers. This forces us to supply two different models of holsters and Taser batteries, as well as provide two different training classes each year for the officers.

I have also seen an increase in mechanical malfunctions occurring with the Taser X26's. They are breaking down more often and have not been operational when needed by the officers. This has now turned into an officer safety situation, and may cause officers to be forced to use a greater level of force if their Taser does not work how it is supposed to.

The time has come to replace the aging Taser X26's. Axon, the manufacturer of Taser, is currently offering a payment plan called "Taser 60". This plan allows departments to trade in their out of date Taser X26's towards the purchase of the Taser X26P's. It also allows the department to spread out the purchase price of the Tasers and all accessories needed, over a 5 year plan, providing budgetary certainty.

We would trade-in our 22 Taser X26's for 22 new Taser X26P's. We also need to purchase an additional 5 Tasers in order to have spares for training and back-up purposes. The Summary of Payments would be as follows:

Year 1: \$5,360.00 (This would come out of 70-202-001-5690 Capital Outley- Weapons PD Patrol, which currently has \$14,333.50 remaining in it this year)

Year 2: \$7,560.00
Year 3: \$7,560.00
Year 4: \$7,560.00
Year 5: \$7,560.00

Total: \$35,600.00

If we attempted to purchase 27 new Taser X26P's with associated equipment outright, the price would be \$56,166.00. Axon is only giving credit for trade-ins when the "Taser 60" program is used.

I believe that this deal is too good to pass up based on the current state that our Tasers are in.

This memo also will be used to explain and justify the necessity for Axon to be a Sole Source vendor for the Hyattsville City Police Department.

Axon is the manufacturer of the Taser X26P, all of the holsters, and the associated batteries and cartridges that are needed. Therefore, by purchasing directly from the manufacturer, we are cutting out any third party mark-up that may be applied. Tasers, manufactured by Axon, are the most widely used Conducted Electrical Weapon in Law Enforcement Agencies all over the country. The Hyattsville City Police Department has never used any other Conducted Electrical Weapon other than those made by Axon. The department began with Taser M26 models. Those models were phased out for the Taser X26 models, which have now given way to the Taser X26P models. Conducted Electrical Weapons are a vital tool on our tool belt and can help us safely apprehend combative individuals.

Please contact me if you have any questions or concerns.





Hyattsville City Council Agenda Item Report

Meeting Date: February 20, 2018

Submitted by: Hal Metzler

Submitting Department: Public Works

Item Type: Contract

Agenda Section: Consent Items (8:50 p.m. - 8:55 p.m.)

SUBJECT

Approval of Contract to ASN General Contracting, Inc. for Magruder Park HVAC Upgrades

HCC-212-FY18

Recommendation:

I move that the Mayor and Council authorize the City Administrator to enter into a contract with ASN General Contracting, Inc for Magruder Park HVAC upgrades in an amount not to exceed \$25,000, upon the review and approval by the City Attorney for legal sufficiency. I further move that the Mayor and Council authorize this expenditure from the FY18 Capital Improvement Budget.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

In the Fall of 2017, the City staff solicited an RFP for Magruder Park HVAC upgrades. The City received several proposals and selected ASN General Contracting, Inc. as having the lowest cost proposal that met the scope requirements.

Next Steps:

N/A

Fiscal Impact:

NTE \$25,000

City Administrator Comments:

Recommend Approval

Community Engagement:

N/A

Strategic Goals:

Goal 4 – Foster Excellence in all City Operations

Legal Review Required?

Pending



Hyattsville City Council Agenda Item Report

Meeting Date: February 20, 2018

Submitted by: Candace Hollingsworth, Mayor

Submitting Department: Legislative

Item Type: Ordinance

Agenda Section: Consent Items (8:50 p.m. - 8:55 p.m.)

SUBJECT

Parks and Recreational Facilities - Modification

HCC-38-FY18

Recommendation:

I move that the Mayor and Council direct the City Attorney to draft an ordinance amending Chapter 84 of the Hyattsville Charter and Code to a) modify the hours of operation for parks to the hours between 5:00am and 11:00pm, b) indicate that the hours of operation for individual parks may vary, c) require posting of hours of operation in public view, d) modify reference to "Parks and Recreation Committee" to "Health, Wellness, and Recreation Committee", e) striking the second full sentence of §84-2, f) modifying "Director of Parks and Recreation" to "Director of Community Services", g) change any references to "his" or "her" to "their," h) modify section §84-7 and §84-8 with recommendation from the Director of Community Services or their designee, i) striking the last full sentence of section §84-18, and j) striking the last full sentence of section §84-20.

Sponsor(s):

Hollingsworth

Co-Sponsor(s):

N/A

ATTACHMENTS

[Chapter 84 Parks and Recreational Facilities_.pdf](#)

Summary Background:

This modification will formally allow for expanded use of the park and its unenclosed amenities as may be supported by lighting or other public safety improvements. This modification makes minor changes to language, updates the role of the committee, and updates certain sections pertaining to the use of the parks and issuance of permits for consistency with practice.

Next Steps:

The City Attorney will draft the ordinance for discussion and action by the Mayor and Council in consultation with the Directors of Community Services and Public Works.

Fiscal Impact:

TBD

City Administrator Comments:

In addition to the above modifications, the staff will do an extensive review of policy for additional updating. Some recommended modifications include:

Striking all text currently in Section 84-7 and replacing with the following:

"Permits for recreational facilities including sports fields and picnic pavilions shall be issued in accordance with an administrative policy determined by the City Administrator or designee."

We have not yet finalized the policy, but will update it based on our current practices:

Pavilions available for entire day rentals only. The large pavilion can be permitted by all MNCPPC residents at a cost of \$175. City residents get preference on the small pavilion, which costs \$125. (Decision on deposit is pending.)

Sports fields will be permitted as available, to sports teams/leagues that participate in a mandatory meeting prior to each sports season. The City will make every effort to provide field time to all teams, but cannot guarantee availability. Use of the fields is free. Lighting costs \$50 per hour.

Community Engagement:

TBD

Strategic Goals:

Goal 3 – Promote a Safe and Vibrant Community

Legal Review Required?

Pending

Chapter 84

PARKS AND RECREATIONAL FACILITIES

- § 84-1. Definitions.
- § 84-2. Responsibilities of Parks and Recreation Committee.
- § 84-3. Authority of police officers.
- § 84-4. Area designations for William Pickney Magruder Park.
- § 84-5. Use of parks by residents and nonresidents of City; fees.
- § 84-6. Hours of operation.
- § 84-7. Application and issuance of permits.
- § 84-8. Determination of controversies as to priority of permits.
- § 84-9. Use of parks for baseball or softball restricted.
- § 84-10. Operation and parking vehicles.
- § 84-11. Conduct warranting removal from park; revocation of permit.
- § 84-12. Conduct of spectators at games held in parks.
- § 84-13. Sale of articles and/or merchandise for personal gain prohibited; exceptions.
- § 84-14. Soliciting prohibited.
- § 84-15. Washing, waxing, or other vehicle maintenance prohibited in or near parks.
- § 84-16. Carrying of firearms prohibited; exception.
- § 84-17. Maintenance of open fires restricted.
- § 84-18. Young children to be accompanied by adult; other restrictions.
- § 84-19. Running at large of dogs and other animals prohibited.
- § 84-20. Special permit required for use of alcoholic beverages.
- § 84-21. Use of glass beverage containers prohibited.
- § 84-22. Violations and penalties.

[HISTORY: Adopted by the Mayor and Council of the City of Hyattsville 12-1-69. Sections 84-1, 84-4, 84-6A and C, 84-7A, C and D, 84-9, 84-13 and 84-19 amended at time of adoption of Code; see Ch. 1, General Provisions, Art. I. Other amendments noted where applicable.]

GENERAL REFERENCES

- Municipal Infractions - See Ch. 20.
- Police Department - See Ch. 30.
- Alcoholic beverages - See Ch. 38.
- Dogs and other animals - See Ch. 52.
- Peace and good order - See Ch. 87.
- Peddling and soliciting - See Ch. 90.

§ 84-1. Definitions.

For the purposes of this chapter, the following words and terms shall have the meanings respectively ascribed to them by this section:

LIBRARY - The William Pickney Magruder Memorial Library Branch of the Prince George's County Library System. **[Added 12-19-83 by HB No. 15-83]**

PARKS - All property owned, leased or operated by the City for park, playground or recreational purposes and shall include all the property described in the deed from William P. Magruder and wife, dated April 11, 1927, as the same is recorded in Liber 279 at Folio 447 in the land records of prince George's County, Maryland, and which is known as the "William Pickney Magruder Park."

PUBLIC PROPERTY - All buildings, fountains, public conveniences or other improvements to the parks and all equipment used for the recreational activity and for the increase of the enjoyment of the

parks, whether the same may have been purchased, acquired or owned by the City, as well as any property donated by any individual, group of individuals, firm or corporation to the City for use in the parks and for recreational activity and enjoyment of such parks.

VEHICLE - All conveyances, whether drawn by horse or other beast of burden, bicycles or any motor vehicle or conveyance propelled by machinery, whether gasoline, steam or electricity.

§ 84-2. Responsibilities of Parks and Recreation Committee. [Amended 3-3-75]

The Parks and Recreation Committee shall make recommendations to the City Council for improvements to parks and recreation and shall carry out orders and directions of the City Council respecting same. Such Committee shall see that the parks and recreation budget is sufficient for improvements and maintenance and that the provisions thereof are properly carried out. Such Committee shall also see that the provisions of this chapter are complied with.

§ 84-3. Authority of police officers.

All police officers of the City and all county police, state police, sheriffs and deputy sheriffs having police authority in the City shall have police authority throughout the parks and may enter parks at any time for the purpose of maintaining peace and order, enforcing the provisions of this chapter and for other police purposes and may arrest and remove from parks any person violating the provisions of this chapter or any other ordinance or law applicable to the City.

§ 84-4. Area designations for William Pickney Magruder Park. [Repealed and Reenacted on 2-16-99 by HB 99-02]

A. For the purpose of this chapter, the Department of Parks and Recreation shall be responsible for submitting a plan designating permitted uses and areas of such permitted uses in William Pickney Magruder Park to the City Council. The City Council shall approve the plan, subject to any modifications or changes deemed necessary and proper by the City Council.

B. From time to time, as deemed necessary, changes to designated uses and areas of such uses incorporated in the plan may be initiated by the Department of Parks and Recreation and submitted to the City Council in the form of a resolution for the Council's approval.

C. A listing of uses and the designated areas of uses for William Pickney Magruder Park, as set forth in the plan shall be maintained by the City Clerk and shall be made available to the public upon request.

D. Set aside for the availability of use of the fields of William Pickney Magruder Park will be extended in order of priority as defined below. First priority for use of available fields shall be given to the City of Hyattsville for City use and activities. Second priority for the use of available fields shall be given to organizations which predominately serve the youth of the City of Hyattsville. A list of those organizations which are currently meeting that criteria will be maintained by the Department of Parks and Recreation. All other organizations can obtain permits for field time, if at the time requested fields are available for use; and, at the sole determination of the Department of Parks and Recreation, they will not be damaged from overuse.

§ 84-5. Use of parks by residents and nonresidents of City; fees. [Amended 9-21-87 by No. 9-87 and 4-19-93 by HB No. 2-93]

A. The right to use parks for the purpose of recreation is hereby reserved for the residents of the City, provided that the parks may be used by persons not residing in the City when no permit for a

particular area has been issued for the use thereof to a resident so long as the hours for which the use is desired do not conflict with permits issued.

B. Fees charged for the use of the pavilion area within Magruder Park shall be set by resolution of the City Council who may exempt charitable or non-profit organizations from this fee.

§ 84-6. Hours of operation. [Amended 9-20-71; 3-3-75]

A. The parks shall be open for general use by the public between the hours of sunrise and sunset, except where the use of any part thereof has been granted to a person or group of persons pursuant to a permit issued therefor by the Director of Parks and Recreation. [Amended 12-19-83 by HB No. 15-83]

B. It shall be unlawful for any person to enter within the parks between the hours of sunset and 12:00 midnight, with or without a vehicle, without a permit to do so.

C. It shall be unlawful for any person to enter upon the parks between the hours of 12:00 midnight and sunrise. [Amended 12-19-83 by HB No. 15-83]

§ 84-7. Application and issuance of permits. [Amended 3-3-75]

A. Upon application thereof, the Director of Parks and Recreation shall issue a permit to any persons or organization for the exclusive use of any one of the areas designated for such purposes for a period not exceeding two (2) hours twice a week, provided that no other application has theretofore been received by the Director of Parks and Recreation for the use of such area at the same time. Any group of persons or any organization or church society may secure the exclusive use of two (2) areas in the parks for a period not exceeding six (6) hours, once each calendar year. Nothing herein contained shall prevent any such group of persons, organizations or church societies from securing a permit for the use of one (1) area for two-hour periods at other times during the year when a permit has not been previously issued for the same time. Whenever a group of persons, organization or church society shall hold a permit for the exclusive use of two (2) areas in the parks as herein before provided, the remainder of the parks may be used by the general public in accordance with this chapter. [Amended 12-19-83 by HB No. 15-83]

B. Whenever the Director of Parks and Recreation shall receive an application for the use of any area in the parks for which a permit has previously been issued, the Director of Parks and Recreation shall advise the applicant of the outstanding permit and shall refuse the application for the succeeding permit for that particular area.

C. The Director of Parks and Recreation shall consider first all requests of applications for the use of Area Nos. 12, 13, 14, 15, and 16 in William Pickney Magruder Park for league games, and permits shall be issued by the Director of Parks and Recreation, and the calendar of William Pickney Magruder Park activities shall show that the dates are closed for the time when such league games are to be played. [Amended 12-19-83 by HB No. 15-83]

D. All permits issued for any area are subject to revocation at any time if, in the opinion of the Director or Chairman of the Parks and Recreation Committee, the weather is unfavorable or the condition of the area is such as not to be usable.

§ 84-8. Determination of controversies as to priority of permits. [Amended 3-3-75]

In a controversy concerning the priority of permits issued as provided in §84-7 or the right to use any area in the parks and in the case of a difference of opinion arising between various persons respecting

the use of any such area, the Director of Parks and Recreation shall be notified to settle the dispute, and his ruling shall be final.

§ 84-9. Use of parks for baseball or softball restricted. [Amended 9-20-71]

No person shall use any part of William Pickney Magruder Park for baseball or softball, except Area Nos. 12, 13 and 14, and no person shall bat at any ball except on the diamond.

§ 84-10. Operation and parking of vehicles.

No vehicle shall be driven or operated in the parks except upon the roads therein provided for vehicular traffic, and no vehicle shall be operated over such roadways at a greater rate of speed than fifteen (15) miles per hour. No vehicle shall be parked or left standing in the parks except in the areas set aside in the parks for parking purposes. Whenever the area set aside for parking is filled so as not to permit the parking of additional vehicles, such vehicles shall be taken from the parks.

§ 84-11. Conduct warranting removal from park; revocation of permit. [Amended 3-3-75]

In any park, any person who shall cause any unnecessary damage to City property or shall engage in any boisterous conduct or use any vulgar or profane language or be disorderly in any manner or who shall fail to exhibit a permit for the use of a particular area in a park whenever requested shall be subject to immediate removal from the park. Any person or group of persons who shall so conduct himself or themselves as to warrant immediate removal from the park shall not be entitled to a permit to use any part of the parks at any time in the future, and, if permits have already been issued for future use of the parks by such person or group of persons, the same shall be revoked without notice by the Director of Parks and Recreation.

§ 84-12. Conduct of spectators at games held in parks.

Spectators at games in the parks shall stay off the diamonds or areas in which the game in question is in progress and shall not interfere with the rights of any permit holder.

§ 84-13. Sale of articles and/or merchandise for personal gain prohibited; exceptions.

No person shall sell or offer for sale for personal gain any article or merchandise whatsoever within the parks; provided, however, that the City Council may, by concession, sell the right or privilege to sell merchandise in the parks under such terms and upon such conditions as the City Council may fix.

§ 84-14. Soliciting prohibited.

No collections, contributions or solicitations for personal gain shall be permitted in the parks.

§ 84-15. Washing, waxing or other vehicle maintenance prohibited in or near parks.

It shall be unlawful for any person to wash, polish, wax, or in any way work upon any automobile or other vehicle within the confines of any park or on Fortieth Avenue bordering on William Pickney Magruder Park.

§ 84-16. Carrying of firearms prohibited; exception.

The carrying of firearms or any other dangerous weapon in the parks is prohibited, except by duly authorized police.

§ 84-17. Maintenance of open fires restricted.

No person shall ignite any fire at any place in the parks except in the fireplaces provided for that purpose, and such fires shall be extinguished by the persons lighting the same before leaving the park in question.

§ 84-18. Young children to be accompanied by adult; other restrictions.

No child less than six (6) years old shall be permitted in the parks unless accompanied by a parent or some responsible person. No child with a contagious disease or skin infection shall be permitted in the parks.

§ 84-19. Running at large of dogs and other animals prohibited.

No dogs or domestic pets shall be permitted to run at large in the parks.

§ 84-20. Special permit required for use of alcoholic beverages. [Amended 3-3-75]

No whiskey, beer, wine, spirituous or malt liquor or any intoxicating drink of any kind shall be kept, carried or consumed at any time within the confines of the parks except by special permit. The Parks and Recreation Committee shall review all special permits before approval is granted.

§ 84-21. Use of glass beverage containers prohibited. [Added 10-20-75]

No glass beverage containers shall be kept, carried or used at any time within the confines of the parks.

§ 84-22. Violations and penalties. [Added 11-3-80 by HB No. 21-80; Amended 8-2-82 by HB No. 14-82]

Violations of §§84-16 and 84-20 of this chapter shall be punishable as a misdemeanor. All other violations of this chapter, with the exception of §84-10, shall be punishable as a municipal infraction as provided in Chapter 20 of this Code. The fine for any single initial violation shall be twenty dollars (\$20.00), and the fine for each repeat of that offense shall be forty dollars (\$40.00).



Hyattsville City Council Agenda Item Report

Meeting Date: February 20, 2018

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Planning & Development

Agenda Section: Action Items (8:55 p.m. - 9:05 p.m.)

SUBJECT

Landy Development - Preliminary Plan of Subdivision (4-17007) (10 minutes)

HCC-213-FY18

Recommendation:

I move that the City Council authorize the Mayor to submit correspondence on behalf of the City of Hyattsville to the Maryland-National Capital Park & Planning Commission in support the preliminary plan of subdivision for Landy Development PPSD 4-17007, subject to the following conditions:

- o The Capital Bikeshare station and the land that it is located on should be dedicated to Prince George's County DPW&T;
- o The applicant's Storm Water Management Concept Plan meet all requirements conditioned by Prince George's County Department of Permits & Inspections;
- o The roads and sidewalks within the development shall be constructed to adopted Prince George's County Department of Public Works and Transportation 'Urban Street Standards' and upon certification of the plans, shall be inspected by the City of Hyattsville and, if accepted, be publicly dedicated to the City of Hyattsville;
- o The applicant shall demonstrate a 'good faith' effort to establish a pedestrian connection from the subject property to Northwestern High School. At time of Detailed Site Plan, the applicant shall provide an Exhibit to fund and provide an access easement for consideration by Prince George's County Public Schools to accept, accept with conditions or reject.

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Memo - Landy Property - 02.14.18 Final.docx](#)

[PPS-20180125_Page_1.jpg](#)

Summary Background:

Please see attached memo. The Council discussed this item on February 5, 2018.

Next Steps:

The Planning Board hearing for the case will take place on March 1, 2018. As noted at the last Council meeting, the City has missed the deadline to have comments included in the M-NCPPC staff report to the Planning Board. As a result, a member of the Community and Economic Development staff will be present at the Planning Board hearing to submit and present the City of Hyattsville's position as an exhibit.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Support

Community Engagement:

The applicant met with the Planning Committee on November 21, 2017. The application was also discussed briefly by the Committee at the January 16, 2018 meeting. This item was presented to the City Council on November 6, 2017 and discussed by the City Council on February 5, 2018.

Strategic Goals:

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

Legal Review Required?

N/A



Memo

To: Mayor and City Council

From: Jim Chandler, Asst. City Administrator; Director, Community and Economic Development
Katie Gerbes, Community Planner

Date: February 14, 2018

Re: Landy Property - Preliminary Plan of Subdivision 4-17007

Attachments: PPS-201850125
Statement of Justification – Variation

The purpose of this memorandum is to provide the City Council with information regarding the Preliminary Plan of Subdivision (PPS) for the Landy Property. On November 6, 2017, the applicant provided the City Council with a presentation detailing the proposed development. Since November, the applicant has met with the City Staff, Planning Committee and M-NCPPC and on Thursday, January 25, 2018, the applicant submitted an amended Preliminary Plan of Subdivision (PPSD). The Preliminary Plan of Subdivision was discussed at length by the City Council on February 5, 2018. The purpose of this memorandum is to present the City Council with an update to the proposed conditions for support for the applicant's PSD.

- Applicant is proposing a Preliminary Plan of Subdivision (PPSD-201850125) intended to enable a detailed site plan to permit the construction of 341 fee-simple townhouse units on existing undeveloped land zoned as R-10 and R-20;
- The 33.94-acre subject property is owned by the Marvin R. Blumberg Company and is located north of Toledo Terrace, immediately south of Northwestern High School, within the 'Neighborhood Edge' character area within Prince George's Plaza Transit District Overlay Zone;
- The applicant has designed the 'public' infrastructure to comply with public standards, as it is their intention to publicly dedicate all roadways within the development to the City of Hyattsville;
- The applicant is requesting a variance to allow for permanent impact to the existing 100-year floodplain limits in order to construct the proposed streets and a storm water management facility
- Based on Staff review of the application and its supporting materials, Staff recommends that the Council support the preliminary plan of subdivision with the following conditions:

- o The Capital Bikeshare station and the land that it is located on should be dedicated to Prince George's County DPW&T;
- o The applicant's Storm Water Management Concept Plan meet all requirements conditioned by Prince George's County Department of Permits & Inspections;
- o The roads and sidewalks within the development shall be constructed to adopted Prince George's County Department of Public Works and Transportation 'Urban Street Standards' and upon certification of the plans, shall be inspected by the City of Hyattsville and, if accepted, be publicly dedicated to the City of Hyattsville;
- o The applicant shall demonstrate a 'good faith' effort to establish a pedestrian connection from the subject property to Northwestern High School. At time of Detailed Site Plan, the applicant shall provide an Exhibit to fund and provide an access easement for consideration by Prince George's County Public Schools to accept, accept with conditions or reject.

Project Application Details

The Landy property is 33.94 acres of undeveloped land located along Toledo Terrace, Belcrest Road, Northwest Drive and Dean Drive. The subject site is owned by the Marvin R. Blumberg Company and is located north of Toledo Terrace and immediately south of Northwestern High School, within the 'Neighborhood Edge' character area within Prince George's Plaza Transit District Overlay Zone; Prince George's Plaza Transit District Overlay Zone.

A portion of the subject property lies outside of the limits of the City of Hyattsville. The property is currently undeveloped, with a portion of it wooded. The applicant is proposing the construction of 341 fee simple townhouse units on the subject property. A portion of the property is zoned R-10 and the remaining zoned R-20.

The applicant is proposing development of the site as 341-fee-simple attached 'townhouse' units, with a variety of sizes available. The exact mix of unit widths will be determined during the detailed site plan. At this time, the applicant does not yet have a builder committed to the project, so all estimates of the unit mix would be speculative. Staff have been told by the applicant that all units will include a minimum of a one-car garage, with the majority to include a two-car garage. In addition to the garage parking, the applicant will be providing approximately 186 on-street parking spaces to be used by development residents and their guests.

Public Infrastructure Dedication

The applicant has designed the 'public' roadway infrastructure consistent with the New Neighborhood Edge B Street Section, detailed within the Prince George's Plaza Transit District Development Plan. The street network, as proposed by the applicant, complies with the adopted Prince George's County Department of Public Works and Transportation 'Urban Street Standards', as it is their intention to publicly dedicate all roadways within the development to the City of Hyattsville. All roadway pavement sections within the development include 10' wide travel lanes, with a cumulative pavement width of 20', the minimum the City of Hyattsville will accept into our system. The pavement details were reviewed and approved by the City's Department of Public Work's Director.

Assuming the City Council accepts the dedication of roadways, the City would assume responsibility for providing sanitation services, as well as for parking management and road maintenance and repair. The original application included two “dead-end” road segments, that would pose an issue for the circulation of trash trucks. The City staff informed that applicant that we would not recommend the City Council accept the roadway network without the applicant revising the plan to eliminate the two “dead-end” road segments. The amended plan eliminates the dead-ends, thereby correcting any foreseen roadway circulation issues.

It is likely that the on-street parking throughout the development will be managed with a residential parking zone. The site is a considerable distance from Metro to anticipate significant Metro riding parking in the development, however due to the proximity to Northwestern High School, it is reasonable to anticipate some spillover parking from school staff and students. The exact mechanism for management of the on-street parking spaces will be determined at a later date, however Staff believes we are well equipped to manage residential parking within the subdivision.

Recreational Amenities

The development will also include several recreational amenities. Parcel C on the site plan identifies the general area where most of these amenities will be located, including an open play area and a dog-friendly wooded space. The applicant has stated that they intend on incorporating a tot lot and smaller open seating areas scattered throughout the development. Details on those elements will be subject to the detailed site plan review.

Pedestrian and Bicycle Access

The applicant is proposing two (2) uses to satisfy their Bicycle Pedestrian Impact Statement (BPIS).

1. The applicant would pay for the cost of adding one Capital Bikeshare (CaBi) station in the development, along the frontage facing Belcrest Road. The operation of the station would be handled by the Department of Public Works and Transportation (DPW&T) of Prince George's County, but the applicant would cover the capital costs associated with purchase and installation of a new station and its associated bikes.
2. The applicant has proposed for the remaining BPIS funds, approximately \$25,000, to provide a pedestrian trail connection through the community to Northwestern High School. The applicant is proposing an access easement to allow for the connection between the two parcels. M-NCPPC staff has contacted Prince George's County Public Schools (PGCPS) to inquire about the willingness to provide a pedestrian connection between the school property and development, but the applicant is earmarking funds for that purpose if a connection is approved.

Associated Previous Development Review

The Landy property has been the subject property of two previous detailed site plans. In 2001, DSP-99048 approved 1,283 multi-family units on the subject property. More recently, in 2013, DSP-99048/02 amended the prior DSP to allow 420 multi-family units on a smaller portion of the site. This Preliminary Plan of Subdivision and its subsequent DSP (forthcoming) would replace DPS-99048.

The applicant presented to the City Council on November 6, 2017. Based upon feedback that the applicant received from City Staff, Planning Committee and M-NCPPC the Preliminary Plan of Subdivision was

revised and resubmitted to M-NCPPC on Thursday, January 25, 2018. The applicant is scheduled to submit separate a detailed site plan application for this project forthcoming in spring 2018.

Variance Requests

The applicant is requesting a variation from standards 24-129(b) and 24-130(b)(5), to allow for permanent impact to the existing 100-year floodplain limits in order to construct the proposed streets and a stormwater management facility. Current standards do not allow for a permanent impact to a 100-year floodplain, however, as part of this development, the applicant is proposing a stormwater management pond, which will lower the discharge and flooding experienced on Belcrest Road during severe rain events. The applicant estimates a 6% reduction in discharge as a result of the construction of this facility.

Staff is waiting to hear from Prince George's County Departments of Permits, Inspections and Enforcement (DPIE) on their referral of the stormwater management variation. Assuming that DPIE approves the stormwater plan with the requested variance, Staff believe that the variance should be allowed and is sufficient in managing the stormwater created on site. Staff will keep the Council up to date once DPIE has completed their review of the proposed variation.

Planning Committee Review

The applicant met with the Planning Committee on November 21, 2017. The application was also discussed briefly by the Committee at the January 16, 2018 meeting. Concerns from the Committee on the application include:

- Necessity for a pedestrian connection between Northwestern High School and the subject site;
- Parking provided is not sufficient to meet demand for auxiliary cars and guests;
- Site design is tight and lacking any substantial open space;
- Lack of on-site recreation space, including the regional recreational facility slated to be on this property in the Prince George's Plaza TDDP

It should be noted that the Planning Committee has not seen the updated plan, nor will they have the opportunity to review the updated Preliminary Plan of Subdivision application as a Committee before comments are due to M-NCPPC for inclusion in the staff report. The Committee comments were specific to the November 2017 plan. The Committee will review the Detailed Site Plan application once it is submitted, likely at the March or April Committee meeting.

Staff Recommendation

Based on Staff review of the application and its supporting materials, Staff recommends that the Council support the preliminary plan of subdivision with the following conditions:

- The Capital Bikeshare station and the land that it is located on should be dedicated to Prince George's County DPW&T. This ensures that the station is on fully public land, and ensures DPW&T will have access to the station to make necessary repairs or changes to the site and station as needed. It is Staff's opinion that the inclusion of the bikeshare station and its dedication to the County should satisfy the applicant's offsite recreation requirement. Though it cannot be mandated, the applicant should consider folding a Capital Bikeshare membership into the fees/services provided by the homeowner's association as a form of transportation demand management on site;

- The applicant's Storm Water Management Concept Plan meet all requirements conditioned by Prince George's County Department of Permits & Inspections.
- The roads and sidewalks within the development shall be constructed to the adopted Prince George's County Department of Public Works and Transportation 'Urban Street Standards' and upon certification of the plans, shall be inspected by the City of Hyattsville and, if accepted, be publicly dedicated to the City of Hyattsville;
- The applicant shall demonstrate a 'good faith' effort to establish a pedestrian connection from the subject property to Northwestern High School. At time of Detailed Site Plan, the applicant shall provide an Exhibit to fund and provide an access easement for consideration by Prince George's County Public Schools to accept, accept with conditions or reject.

Next Steps

This preliminary plan of subdivision will be considered by the Council as an Action item on February 20, 2018. The Planning Board hearing for the case will take place on March 1, 2018. As noted at the last Council meeting, the City has missed the deadline to have comments included in the M-NCPPC staff report to the Planning Board. As a result, a member of the Community and Economic Development staff will be present at the Planning Board hearing to submit and present the City of Hyattsville's position as an exhibit.



Hyattsville City Council Agenda Item Report

Meeting Date: February 20, 2018

Submitted by: Jake Rollow

Submitting Department: Community Services

Item Type: Legislative

Agenda Section: Discussion Items (9:05 p.m. - 9:20 p.m.)

SUBJECT

Magruder Park Reimagination (15 minutes)

HCC-206-FY18

Recommendation:

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

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

[Firm_Selection_Memo_Magruder_Reimagination.docx](#)

Summary Background:

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

Next Steps:

Discussion, scheduled for action on March 5.

Fiscal Impact:

\$51,000

City Administrator Comments:

Recommend Approval

Community Engagement:

This would be a community engagement project.

Strategic Goals:

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

Legal Review Required?

Pending



Memo

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

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

Request for Proposals

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

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

Proposals and Interviews

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

The following information was elicited in the interviews.

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

Price Comparison

Neighborhood Design Center – \$50,590

L2H – \$50,575

Selection Recommendation

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

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



Hyattsville City Council Agenda Item Report

Meeting Date: February 20, 2018

Submitted by: Nicola Konigkramer

Submitting Department: City Clerk

Item Type: Community Notices

Agenda Section: Community Notices and Meetings

SUBJECT

City Calendar: February 21 - March 5, 2018

HCC-204-FY18

Recommendation:

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

ATTACHMENTS

[Main City Calendar_Feb 21 - Mar 5.docx](#)

Summary Background:

N/A

Next Steps:

N/A

Fiscal Impact:

None

City Administrator Comments:

N/A

Community Engagement:

N/A

Strategic Goals:

Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?

N/A

Main City Calendar: February 21 – March 5, 2018

Weekly Program Offerings

Ageless Grace Senior Exercise Classes
Wednesdays and Fridays, 10:00 AM @ City Municipal Building

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

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

City Calendar: February 21 – March 5, 2018

Code Compliance Advisory Committee Meeting
February 21, 7:00 PM @ City Municipal Building

Hyattsville Safe Streets Initiative Operations Meeting
February 22, 2:00 PM – 3:00 PM @ City Municipal Building, 2nd Floor Prangley Room

Education Advisory Committee Meeting
February 22, 6:30 PM – 8:00 PM, @ City Municipal Building, 2nd Floor Prangley Room

Health, Wellness, and Recreation Advisory Committee Meeting
February 22, 7:00 PM – 8:30 PM @ City Municipal Building, 3rd Floor Conference Room

Planning Committee Meeting
February 27, 7:30 PM – 9:30 PM @ City Municipal Building, 2nd Floor Prangley Room

Pyramid Atlantic Book Arts Fair
March 2 – March 4, All Day @ Pyramid Atlantic
The fair will showcase a dynamic array of alternative and traditional book art, limited edition prints, fine paper, and zines. Learn more at www.pyramidatlanticbookartsfair.org.

Ethics Commission Meeting
March 1, 7:00 PM – 9:00 PM @ City Municipal Building, 3rd Floor Conference Room

Council Meeting
March 5, 8:00 PM – 10:00 PM @ City Municipal Building, 3rd Floor Council Chambers



Hyattsville City Council Agenda Item Report

Meeting Date: February 20, 2018

Submitted by: Laura Reams

Submitting Department: Community & Economic Development

Item Type: Legislative

Agenda Section: Motion to Close

SUBJECT

Motion to Close

Please note that the Council Meeting will not return to open session.

HCC-211-FY18

Recommendation:

I move that the Mayor and Council close the Council Meeting of February 20, 2018 in order to discuss contract negotiations.

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

Sponsor(s):

At the Request of the City Administrator

Co-Sponsor(s):

N/A

ATTACHMENTS

Summary Background:

N/A

Next Steps:

N/A

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

N/A

Strategic Goals:

N/A

Legal Review Required?

Complete