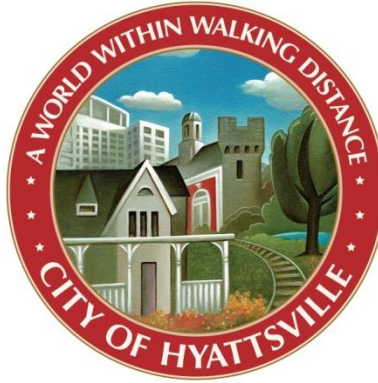




Hyattsville City Council Regular Meeting

Tuesday, February 17, 2015

7:30 PM

Agenda

1. Call to Order and Council Roll Call (7:30 p.m.)

2. Pledge of Allegiance to the Flag

3. Motion to Close (7:35 p.m.)

- (1) Motion # 19-02-15 **Motion to Close** I move that the Mayor & Council close the Council meeting of February 17, 2015 to discuss contract negotiations with the City Attorney. - **Tartaro**

2. MOTION TO RETURN TO OPEN SESSION (8:30 P.M.)

- (1) Motion to Return to Open Session

4. Approval of Agenda

- (1) Motion to Approve the Agenda for the Council Meeting of February 17, 2015

5. Approval of Minutes

- (1) Council Meeting of November 17, 2014
(2) Council Meeting of December 1, 2014

6. Public Comment (8:35 p.m. - 8:45 p.m.)

7. Presentations (8:45 p.m. - 8:55 p.m.)

- (1) FY-2013 Audit
(2) 2015 Pilot Composting Program

8. Consent Items (8:55 p.m. - 9:00 p.m.)

- (1) **20-02-15 Letter of Support for Maryland DHCD FY16 Capital Budget** I move that the Council authorize the Mayor to send correspondence to the Senate Budget and Taxation Committee and House Appropriations Committee as well as members of the State Delegation in support of the Governor's FY2016 Maryland Department of Housing & Community Development (DHCD) capital budget request. – **Tartaro**

- (2) **21-02-15 Surplus of Public Works Vehicles** I move that the Mayor & Council allow the surplus of the following Public Works vehicles: A Ford F250 (1995), and a Chevrolet Blazer (1994). Both vehicles have excessive mileage and have been replaced. – **Tartaro**
- (3) **22-05-15 Cost Agreement Between the U.S. Secret Service and Hyattsville Police Department** I move that the Mayor & Council approve an updated FY2015 Cost Reimbursement Agreement Between the United States Secret Service and the City of Hyattsville, MD Police Department, and additionally accept and appropriate into the FY2015 Police Budget, funding in the amount of \$2,000 that will be used to obtain various evidence processing equipment and materials. – **Tartaro**
- (4) **23-02-15 Appointment of Code Compliance Advisory Committee Members** I move that the Mayor and Council appoint the following Hyattsville residents to serve as a member of the City's Code Compliance Advisory Committee for a two (2) year period to expire on December 31, 2016:
- Gloria Felix-Thompson, Ward 1, New Appointment
 - Joy M. Jeffries, Ward 1, New Appointment
- **Hollingsworth, Croslin**

9. Action Items (9:00 p.m. - 9:50 p.m.)

- (1) **24-02-15 2015 Compensation Review Committee Recommendations** I move that the Mayor & Council discuss, accept, and then adopt the Compensation Review Committee's recommendations regarding compensation for the Mayor and Council Members during the upcoming Mayoral term (May 2015 - May 2019). This recommendation will become effective after the May 2015 Election. – **Haba**
- (2) **25-02-15 Hyattsville Charter Amendment 2015-02, INTRODUCTION & ADOPTION** I move that the Mayor & Council introduce and adopt Charter Amendment Resolution 2015-02, a Resolution of the Mayor and City Council of the City of Hyattsville, Maryland, adopted pursuant to the authority of Article XI-E of the Constitution of Maryland and Title 4, Subtitle 3 of the Local Government Article of the Annotated Code of Maryland (2013 Edition, as amended), to amend the Charter of the said City, said Charter being part of the public local laws of Maryland (1963 edition, as amended), which Article contains in whole or in part the Charter of the City of Hyattsville, Maryland, whereby the Mayor and City Council update the Charter to make gender-neutral reference to Councilmembers, establish 18 years as the minimum age to run for office, and update references to the Maryland Code (FIRST READING). – **Haba**
- (3) **26-02-15 Kiplinger: DSP-14010** I move that the Council authorize the Mayor to send a letter to the Planning Board of the Maryland-National Capital Park & Planning Commission stating the City of Hyattsville's support of the proposed Kiplinger multi-family development project Detailed Site Plan -14010 with the following conditions:
- (1) The applicant shall revise the site plan to include additional enhancements at the corner at Editors Park Drive, which may include public art or more traditional streetscape elements.
 - (2) The applicant shall revise the proposed streetscape along East-West Highway to place the street

trees between the curb and sidewalk to serve as a protective barrier for pedestrians.

- (3) The City supports the public dedication of both Toledo Terrace and the primary roadway, provided that the roadways meet the street standards as defined by Prince George's County DPW&T. The applicant warrants the street trees for a period of up to five (5) years from certification of the site plan. Furthermore, the publicly dedicated roadways are to be bonded by the applicant and the City be reimbursed for any replacement costs for signage for a period of five years from date of certification of the site plan.
- (4) The applicant fully signalizes the traffic signal at the intersection of East-West Highway and Editors Park Drive.
- (5) The applicant designs and constructs all exterior lighting systems to Pepco standards and has Pepco accept responsibility for maintenance of the lighting system. The exterior lighting must also be focused on the site and minimize impacts to the evening sky.
- (6) The applicant will be required to pay for capital outlay and replacement cost of an exterior security system, which will be networked to the City's existing camera network, as specified by the Hyattsville Police Department.

– Tartaro

- (4) **27-02-15 Kiplinger Property: Preliminary Plan of Subdivision** I move that the Council authorize the Mayor to send a letter to the Planning Board of the Maryland-National Capital Park & Planning Commission stating the City of Hyattsville's support of the proposed Kiplinger property Preliminary Plan of Subdivision with the following conditions:

- (1) The City supports the public dedication of both Toledo Terrace and the primary roadway, provided that the roadways meet the street standards as defined by Prince George's County DPW&T. The applicant warrants the street trees for a period of up to five (5) years from certification of the site plan. The publicly dedicated roadways are bonded by the applicant and the City will be reimbursed for any replacement costs for signage for a period of five years from date of certification of the site plan;
- (2) The City supports the concept for developing a recreational greenway along the southern border of the property as both an amenity and as an opportunity for connectivity to adjacent parcels;
- (3) The applicant agrees to participate in the City residential parking program.
- (4) The applicant fully signalize the traffic signal at the intersection of East-West Highway and Editors Park Drive.
- (5) The applicant designs and constructs all exterior lighting systems to Pepco standards and has Pepco accept responsibility for maintenance of the lighting system. The exterior lighting must also be focused on the site and minimize impacts to the evening sky.

– Tartaro

- (5) **28-02-15 Additional Funding for University Hills Streets Project** I move that the Mayor & Council approve additional funding in an amount not to exceed \$60,000 payable to Charles P. Johnson and Associates for the University Hills Sidewalk and Streets Project. – Tartaro

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

- (1) Queensbury Road Access

11. Council Dialogue (10:10 p.m. - 10:20 p.m.)

12. Community Notices and Meetings

- (1) City Calendar: February 18 - March 7, 2015

13. Motion to Adjourn

- (1) Motion to Adjourn the Council Meeting of February 17, 2015



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 2/17/2015 7:30 PM
Department: City Administration
Prepared by: Tracey Nicholson
Sponsors: Tartaro
DOC ID: (ID # 1074)

3.1

Motion to Close: MOTION #19-02-15 Motion to Close

SUBJECT: Motion to Close

SECTION: Motion to Close

RECOMMENDED ACTION:

Motion #19-02-15

I move that the Mayor & Council close the Council meeting of February 17, 2015 to discuss contract negotiations with the City Attorney.

BACKGROUND:

NEXT STEPS:

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

STRATEGIC GOALS AND ACTIONS:

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

Action: 2.2 Invest in, and manage City infrastructure including streets, sidewalks and pub

FISCAL IMPACT:

None


Tracey Nicholson, City Administrator

2/11/2015


Tracey Nicholson, City Administrator

2/12/2015

Tracey E. Nicholson, City Administrator



**CITY COUNCIL MEETING OF THE CITY COUNCIL, HYATTSVILLE, MD
MONDAY, NOVEMBER 17, 2014**

CALL TO ORDER: 8:03 p.m., Council Chambers, 4310 Gallatin Street, Hyattsville, Maryland

OFFICIALS PRESENT:

- Council President Candace B. Hollingsworth
- Council Vice President Paula J. Perry
- Councilmember Bart Lawrence
- Councilmember Shani N. Warner
- Councilmember Timothy P. Hunt
- Councilmember Patrick A. Paschall
- Councilmember Edouard N. Haba
- Councilmember Clayton R. Williams
- Councilmember Joseph Solomon (arrived at 8:43 p.m.)

OFFICIALS ABSENT:

- Mayor Marc Tartaro
- Councilmember Robert S. Croslin

STAFF PRESENT:

- Tracey E. Nicholson, City Administrator
- Jim Chandler, Assistant City Administration, Dir. of Community & Economic Development
- Ron Brooks, City Treasurer
- Douglas Holland, Chief of Police
- Vivian Snellman, Director of Human Resources
- Laura Reams, City Clerk
- Richard Colaresi, City Attorney

APPROVAL OF THE AGENDA:

Council Vice President Perry moved that the Council approve the agenda of Monday, November 17, 2014, as presented. Councilmember Hunt seconded the motion. The motion to approve the agenda passed; unanimously.

APPROVAL OF THE MINUTES:

Council Vice President Perry moved that the Council approve the following meeting minutes: (1) Public Hearing of October 20, 2014 and (2) Council Meeting minutes of October 20, 2014. Councilmember Hunt seconded the motion. The motion passed; unanimously.

PUBLIC COMMENT

Mr. Carl Nielson, a Ward 3 resident addressed the Council regarding the proposed Ordinance 2014-10, write in votes. Mr. Nielson stated that he was concerned with the distinction between a write in candidate and a registered candidate and asked for additional clarity.

Ms. Shirley Fisher, a Ward 5 resident addressed the Council on a number of topics including the City's support for Breast Cancer Awareness Month and involvement with the Hyattsville Heroes Bowl.

Ms. Ruth Ann Frazier, a Ward 5 resident, addressed the Council on behalf of the Sonny Frazier Foundation to thank the City for its involvement with the Hyattsville Heroes Bowl and the Sonny Frazier Toy Drive. Ms. Frazier also suggested that the Council explore a youth mentoring program as a way of engaging the City's youth and encouraging civic engagement.

Mr. Zach Nemser, a Hyattsville Police Department Detective and Vice President of FOP lodge #119 addressed the Council in support of Collective Bargaining Rights for City Police Officers.

Mr. Andrew Davis, a Hyattsville Police Department Officer and president of the Hyattsville FOP #119 addressed the Council in support of Collective Bargaining Rights for City Police Officers.

PRESENTATIONS:

City Audit Update

City Treasurer Brooks reported that the FY12 audit was complete and the final documents were forthcoming from the City's Audit Firm for internal and external stakeholders. Mr. Brooks provided details on some of the challenges experienced in completing the FY12 audit and reported that the City was currently progressing with the FY13 audit.

CONSENT ITEMS:

Council Vice President Perry moved that the Mayor and Council approve the following items as consent: (1) schedule a public hearing for Monday, January 5, 2015 at 7:30 p.m. in the City Council Chambers, 3rd floor, City Municipal Building, in order to hear a request for traffic calming device(s) for the 4400 block of Oliver Street (Ward 1) (Motion# 154-11-14) and (2) declare the following police vehicles and equipment as surplus and be sold through public auction at the on-line public site, www.propertyroom.com (Motion# 159-11-14). Councilmember Hunt seconded the motion. The motion passed; unanimously.

ACTION ITEMS:

Councilmember Hunt moved to remove Motion # 141-10-14, University of Maryland Shuttle Program MOU from the table. Councilmember Haba seconded the motion. The motion passed; unanimously. Council Vice President Perry moved that the Mayor and Council authorize the City Administrator to execute a Memorandum of Understanding with the University of Maryland (UMD) Department of Transportation Services to permit the City of Hyattsville to participate in the UMD Shuttle Program at a cost of up to \$6,000, effective January 1, 2015 – December 31, 2015, upon the review and approval for legal sufficiency by the City Attorney (Motion # 141-10-14). Councilmember Hunt seconded the motion. After a brief discussion it was determined that all outstanding issues with the proposed MOU had been resolved. The motion passed; unanimously.

Council Vice President Perry moved that the Mayor and Council introduce and adopt Hyattsville Ordinance 2014-09, an Ordinance whereby the City Council provides for provisional voting during City elections, and counting and procedures for the allowance and counting of such ballots (FIRST READING)

(Motion # 155-11-14). Councilmember Hunt seconded the motion. There was no discussion. The motion passed; unanimously.

Council Vice President Perry moved that the Mayor and Council introduce and adopt Charter Amendment Resolution 2014-03, a Resolution of the Mayor and City Council of the City of Hyattsville, Maryland, adopted pursuant to the authority of Article XI-E of the Constitution of Maryland and Section 13 of Article 23A of the Annotated Code of Maryland (1957 Edition, as amended), to amend the Charter of the said City, said Charter being part of the public local laws of Maryland (1963 edition, as amended), which Article contains in whole or in part the Charter of the City of Hyattsville, Maryland, whereby the Mayor and City Council clarify that write-in votes will be counted in elections (FIRST READING) (Motion # 156-11-14). Councilmember Haba seconded the motion. There was a brief discussion regarding the definition of a write in and it was noted that while the Board of Election declared the winner of an election, it was the responsibility of the Council to seat the candidate. The motion passed.

Ayes – Hollingsworth, Lawrence, Warner, Hunt, Paschall, Williams, Solomon

Nays – Perry

Abstain - Haba

Council Vice President Perry moved that the Mayor and Council introduce and adopt Hyattsville Ordinance 2014-10, an Ordinance whereby the City Council clarifies that write-ins who may win a City election must file all financial forms as required of candidates (FIRST READING) (Motion # 157-11-14). Councilmember Hunt seconded the motion. There was no discussion. The motion passed; unanimously.

Council Vice President Perry moved that the Mayor and Council authorize the Board of Supervisors of Elections to schedule an advance voting day for the 2015 election on Saturday, April 25, 2015 (Motion # 158-11-14). Councilmember Hunt seconded the motion. Councilmember Haba inquired where the planned location for early voting was, Clerk Reams responded that the Board of Elections was planning on holding early voting at the Magruder Park Recreation Center. The motion passed.

Ayes – Hollingsworth, Perry, Lawrence, Warner, Hunt, Paschall, Haba, Williams

Nays – Solomon

Council Vice President Perry moved that the Mayor and Council approve the proposal from Ev-Air-Tight, Shoemaker at a cost not to exceed \$90,000 for the repair of the mansard roof at 4310 Gallatin Street and amend the capital budget to re-appropriate \$20,000 from 71-300-810-5638 Other Infrastructure and \$20,000 from 71-601-960-5612 Capital Outlay for a total of \$40,000 to be re-appropriated to 71-381-901-5610 Capital Outlay-Building to cover the cost of the mansard roof repair (Motion # 161-11-14). Councilmember Hunt seconded the motion. It was noted that the motion had been amended per the recommendation of the City Treasurer to provide details of the budgetary line items. Director Riddle provided details on the proposed repair. The motion passed; unanimously.

DISCUSSION ITEMS:

Maintenance and Support Agreement for CCTVs and Emergency Call Boxes

Police Chief Holland provided background details on the maintenance and support agreement, stating staff recommended that the Council authorize a four (4) year contract with the provider. Councilmember Lawrence noted that the contract had expired in July 2014 and inquired if there had been a gap in service. Chief Holland confirmed that there had been a gap in service. The Council decided to take action on the

item. **Council Vice President Perry** moved that the Mayor and City Council authorize the City Administrator to negotiate a contract with J&M Security Solutions for maintenance and support for existing CCTV and Emergency Call Box Solutions. The contract amount will not exceed \$20,000 in FY15, \$20,000 in FY16, \$30,000 in FY17, and \$30,000 in FY18 (Motion # 162-11-14). Councilmember Hunt seconded the motion. The motion passed; unanimously.

Facilities Investment Presentation and Future Discussions

Assistant City Administrator and Director of Community & Economic Development Chandler provided the Council with a brief synopsis of the recent facility planning discussions and addressed outstanding questions pertaining to the space utilization study. Mr. Chandler said that it was staff's recommendation to not move forward with an additional space utilization study elaborating that staff believed that the previous study was still valid. Additionally, Mr. Chandler provided requested information on the cost to maintain the City building located at 3505 Hamilton Street, stating that the annual maintenance cost was approximately \$65,000. There was a brief discussion regarding how the Council would proceed with future discussion and it was noted the item would come back to Council for additional discussion on December 15th and there would be a public meeting scheduled for early 2015 to solicit feedback from community stakeholders.

There was a brief discussion regarding the possibility of adding onto the existing building at 3505 Hamilton Street so that the Police Department and the Administrative Staff could be co-located. Mr. Chandler said that the City did not have a cost estimate for that type of renovation, but noted that it would also likely require the construction of a parking garage at a cost of approximately \$25,000 per parking space. City Administrator Nicholson thanked the Council and said that staff welcomed feedback as well as any additional ideas regarding the City's facilities.

Collective Bargaining for Sworn Officers in Hyattsville

Councilmember Paschall provided background on the proposal and details on the collective bargaining process. He noted that several surrounding municipalities currently offered their police officers collective bargaining. Councilmember Paschall said that he was unsure what the cost to the City would be to implement collective bargaining, but also noted that it was impossible to quantify what savings the City may see as a result of a move to collective bargaining and detailed several reasons why he was in support of the proposal. Councilmember Paschall also provided documentation on existing collective bargaining agreements in place in Laurel, Greenbelt and Mount Rainier.

Council President Hollingsworth noted that staff did not have a recommendation but had completed basic fact finding on the proposal and the City Attorney was present to answer legal questions. There was a discussion regarding the pros and cons of moving toward a collective bargaining agreement. Discussion points included the process of negotiations with collective bargaining, how the City would treat nonunion employees, if this was an item suitable for a voter referendum and the City's current officer retention statistics.

Councilmember Haba requested feedback from Chief Holland on the impetus of the collective bargaining proposal, stating that additional perspective from staff would be helpful to assist the Council in moving forward. Councilmember Lawrence said that he was concerned that the Council was being presented with collective bargaining as a proposed mechanism to address employee/employer relation issues and he was unsure if collective bargaining was either the appropriate solution for these types of concerns or the

solution in the best financial interest of the City. Councilmember Lawrence also called into question statistics presented by Councilmember Paschall, stating that the Department of Justice estimated that collective bargaining was utilized by approximately 38% of law enforcement agencies as opposed to the majority of agencies. Additionally, Councilmember Lawrence expressed concern for the morale of nonunionized employees should the City move forward with collective bargaining for police.

Councilmember Paschall stated that he was in support of exploring collective bargaining and saw a benefit for both the police department and City administration in providing clarity on compensation. He also noted that he was unaware of the specific details on what the FOP was seeking to negotiate on and that his support was centered on providing the police with the right to bargain on issues pertaining to their employment with the City. However, Councilmember Paschall stated that he was concerned with current morale in the police department and officer retention.

There was a discussion regarding current employee morale. City Administrator Nicholson stated that City administration was currently working on conducting employee sensing session during which staff would solicit information on current employee climate throughout the organization.

After a lengthy discussion, there was overall consensus from the Council that more clarity on the subject was necessary and the City should move forward in gathering additional information on the subject to present to Council at a later date.

COUNCIL DIALOGUE:

Several Council member's announced upcoming events. Councilmember Warner encouraged residents to reach out to the Council to voice their opinions on the proposal to lower the minimum voting age in the City. Councilmember Paschall provided an update for residents on the proposed Chick-fil-a development.

MOTION TO CLOSE:

Council Vice President Perry moved that the Mayor and Council close the Council Meeting of November 17, 2014 in order to discuss a performance evaluation for an employee over whom the Council has jurisdiction (Motion # 160-11-14). Councilmember Haba seconded the motion. A roll call vote was taken and the motion passed; unanimously.

Council President Hollingsworth advised that the Council would not return to open session. Councilmember Hunt stated that he was unable to stay for the closed session and left the meeting at the time of adjournment.

The Council Meeting of November 17, 2014 went into closed session at 10:09 p.m.

Attest:

Laura Reams, City Clerk

Date of Minutes Approval

Pursuant to the requirement of Annotated Code of Maryland State Government Article Section 10-509(c) (2), this statement is included in these minutes:

A closed session of the Council of the City of Hyattsville was held at 10:09 p.m., Monday, November 17, 2014, in the City of Hyattsville Municipal Building, Third Floor Council Chambers.

OFFICIALS PRESENT:

- Council President Candace B. Hollingsworth
- Council Vice President Paula J. Perry
- Councilmember Bart Lawrence
- Councilmember Shani N. Warner
- Councilmember Patrick A. Paschall
- Councilmember Edouard N. Haba
- Councilmember Clayton R. Williams
- Councilmember Joseph Solomon

STAFF PRESENT:

- Tracey E. Nicholson, City Administrator
- Vivian Snellman, Director of Human Resources
- Laura Reams, City Clerk

On a motion made by Council Vice President Perry: **Council Vice President Perry moved that the Mayor and Council close the Council Meeting of November 17, 2014 in order to discuss a performance evaluation for an employee over whom the Council has jurisdiction** (Motion # 160-11-14). Councilmember Haba seconded the motion. A roll call vote was taken and the motion passed; unanimously.

The authority under which the session was closed was Annotated Code of Maryland State Government Article Section 10-508(a)(1)(i) – to discuss the appointment of an employee over whom the Council has jurisdiction.

The Council went into closed session at 10:09 p.m. and did not return to open session. The closed session adjourned at 10:28 p.m.

Topics Discussed: The City Administrator and Director of Human Resources provided the Council with an overview of the performance review for the City Treasurer and a recommendation for the authorization of a new employment contract with Mr. Brooks.

Action Taken: None taken.



**CITY COUNCIL MEETING OF THE CITY COUNCIL, HYATTSVILLE, MD
MONDAY, DECEMBER 1, 2014**

CALL TO ORDER: 8:00 p.m., Council Chambers, 4310 Gallatin Street, Hyattsville, Maryland

OFFICIALS PRESENT:

- Mayor Marc Tartaro
- Council President Candace B. Hollingsworth
- Councilmember Bart Lawrence
- Councilmember Shani N. Warner
- Councilmember Robert S. Croslin
- Councilmember Timothy P. Hunt
- Councilmember Patrick A. Paschall
- Councilmember Edouard N. Haba
- Councilmember Joseph Solomon (arrived at 8:45 p.m.)

OFFICIALS ABSENT:

- Council Vice President Paula J. Perry
- Councilmember Clayton R. Williams

STAFF PRESENT:

- Tracey E. Nicholson, City Administrator
- Jim Chandler, Assistant City Administration, Dir. of Community & Economic Development
- Ron Brooks, City Treasurer
- Douglas Holland, Chief of Police
- Lesley Riddle, Director of Public Works
- Vivian Snellman, Director of Human Resources
- Laura Reams, City Clerk

APPROVAL OF THE AGENDA:

Council President Hollingsworth moved that the Council approve the agenda of Monday, December 1, 2015 with the following change: (1) move Motion # 166-12-14 (Schedule Public Hearing) from consent to action and (2) move Motion # 168-12-14 (NZI Construction Contract) from consent to action. Councilmember Paschall seconded the motion. The motion to approve the amended agenda passed; unanimously.

PUBLIC COMMENT

Mr. Bill Bystricky addressed the Mayor and Council in support of the proposal to lower the minimum voting age in the City.

Councilmember Haba read a statement on behalf of Ward 4 resident, Shannon Wyse in favor of lowering voting age.

Mr. David Marshall, a Ward 2 resident addressed the Mayor and Council stating that he was opposed to lowering the voting age and encouraged the Council to put the measure on a referendum ballot.

PRESENTATIONS:*City Audit Update*

City Treasurer Brooks provided a status update on the City's FY12 audit, stating that the City anticipated receiving all closing documents by the December 15, 2014 meeting.

Administrative Update of FY-2016 Budget

City Treasurer Brooks provided the Council with an overview of the proposed Fiscal Year 2016 budget process, noting that the process was multifaceted, involving internal stakeholders, the Council and the public. City Administrator Nicholson stated that the City would hold a public hearing to hear ideas from residents and community stakeholders for the FY16 budget on December 15, 2014.

Prince George's County Rain Check Rebate Program

Ms. Natalia Sanchez, Program Coordinator for Chesapeake Bay Trust, the Prince George's County Rain Check Rebate Program presented an overview of the program to the Mayor and Council. Ms. Sanchez described various methods of stormwater management and provided details on the types of rebates available to homeowners.

CONSENT ITEMS:

Council President Hollingsworth moved that the Mayor and Council approve the following items as consent: (1) adopt Hyattsville Ordinance 2014-09, an Ordinance whereby the City Council provides for provisional voting during City elections, and counting and procedures for the allowance and counting of such ballots (SECOND READING) (Motion# 164-12-14), (2) adopt Hyattsville Ordinance 2014-10, an Ordinance whereby the City Council clarifies that write-ins who may win a City election must file all financial forms as required of candidates (SECOND READING) (Motion# 165-12-14), (3) approve and authorize the City Administrator to execute, upon review and approval for legal sufficiency by the City Attorney, a one year extension of the City's landscaping contract with Level Green, effective March 1, 2015 in an amount not to exceed \$47,546.00, annually (Motion# 167-12-14). Councilmember Hunt seconded the motion. The motion passed; unanimously.

ACTION ITEMS:

Council President Hollingsworth moved that Mayor and Council schedule a public hearing on Monday, January 5, 2015 at 7:45 p.m. in order to hear input on the proposed Charter Amendment to lower the City's minimum voting age to sixteen (16) years old for City municipal elections. This hearing will be immediately followed by the Council Meeting of January 5, 2014 (Motion # 166-12-14). Councilmember Paschall seconded the motion. Councilmember Croslin stated his preference for putting the proposal for lowering the minimum voting age to a referendum vote for the May 2015 election. Councilmember Hunt stated his agreement with Councilmember Croslin. There was a brief discussion and the Council voted on the motion to schedule a public hearing. The motion passed; unanimously.

Council President Hollingsworth moved that the Mayor and Council approve and authorize the City Administrator to execute, upon review and approval for legal sufficiency by the City Attorney, a contract with NZI Construction as a rider off of the Prince George's County contract, 893-H(D)/A for street, sidewalk, and other infrastructure construction (Motion # 168-12-14). Councilmember Hunt seconded the motion. There was a brief discussion regarding the University Hills Street Rehabilitation Project and its current status. The motion passed; unanimously.

Council President Hollingsworth moved that the Mayor and Council adopt Charter Amendment Resolution 2014-03, a Resolution of the Mayor and City Council of the City of Hyattsville, Maryland, adopted pursuant to the authority of Article XI-E of the Constitution of Maryland and Title 4, Subtitle 3 of the Local Government Article of the Annotated Code of Maryland (2013 Edition, as amended), to amend the Charter of the said City, said Charter being part of the public local laws of Maryland (1963 edition, as amended), which Article contains in whole or in part the Charter of the City of Hyattsville, Maryland, whereby the Mayor and City Council clarify that write-in votes will be counted in elections (SECOND READING) (Motion # 169-12-14). Councilmember Hunt seconded the motion. There was no discussion. The motion passed; unanimously.

Council President Hollingsworth moved that the Mayor and Council authorize the City Administrator and Treasurer to accept the lease financing proposal from Bancorp-Jefferson Leasing and secure a lease finance agreement to provide \$526,000 in lease financing at 3% interest for 3 years in an amount not to exceed of \$551,994. These funds will be used to purchase four new police vehicles and related equipment, one new dump truck and one new trash truck each with related equipment for DPW. This agreement will be reviewed by the City Attorney to ensure legal compliance (Motion # 170-12-14). Councilmember Warner seconded the motion. There was no discussion. The motion passed; unanimously.

DISCUSSION ITEMS:

Authorizing 16 and 17 year old Hyattsville Residents to Participate in Municipal Elections, Charter Amendment 2014-04 (15 minutes)

A. *Charter Amendment 2014-05, Establishing 18 years as the Minimum Age to Run for Office*

The discussion opened with an overview of the procedural requirements for a Council directed referendum.

Councilmember Paschall asked for input from his colleagues on the proposal. Mayor Tartaro stated that while he was in support of lowering the minimum voting age, he was interested in further discussions on the possibility of setting a minimum age to hold office in the City.

Councilmember Hunt stated that it was his opinion that for issues involving a possible change to the electoral body of the City, that it was appropriate to be put to a referendum and said that he would sponsor such a motion. Councilmember Lawrence stated that he was not in support of a referendum.

NOTE FOR THE RECORD: Councilmember Solomon arrived at 8:45 p.m.

Councilmember Paschall distributed a letter addressed to the Mayor and Council from the Center for Information and Research on Civic Learning & Engagement (CIRCLE) stating support for lowering the minimum voting age and detailing potential benefits. Councilmember Paschall requested that the letter be entered into the record for the meeting. Councilmember Paschall provided details on several ways in

which he thought the initiative would benefit civic engagement in the City including increased voter turnout for both youths and adults (via the “Trickle Up Effect”).

Council President Hollingsworth thanked Councilmember Paschall for sharing the information and stated that she did not see the harm in putting the proposal to a referendum ballot, speculating that voters in the City would support the measure. Councilmember Croslin stated that he had mixed views on the proposal. He said that he was in favor of increased engagement of City youth and suggested that the Council consider establishing a teen Council as an alternative to lowering the minimum voting age. Councilmember Haba stated that he was in favor of the referendum as well as the proposal. Councilmember Warner also stated that she was strongly in favor of the Charter Amendment as a way of fostering a culture of civic engagement in the City. Councilmember Solomon stated that he was supportive of a non-binding referendum.

There was a discussion regarding the types of referendums the Council could authorize, advisory or binding and the possible timing of a referendum. Additionally, there was a brief discussion regarding if lowering the minimum age to vote was considered to be a right or a privilege for 16 and 17 year olds. Both Mayor Tartaro and Council President Hollingsworth encouraged the Council to move forward with a decision on the item by early 2015.

Award of Contract, 2015 Resident Quality of Life Survey

Director of Community Services Rollow provided background information on the proposed 2015 resident quality of life survey and details on the City’s request for proposal process. Councilmember Lawrence inquired about the methodology of the survey. Director Rollow stated that the selected firm would approach the survey from a multi module process including mail, phone and internet using an address based sample group.

Councilmember Paschall thanked Director Rollow and said he was excited to see the survey moving forward. He inquired when the survey would begin. Director Rollow stated that the process for development of the survey would begin in January with the survey on target to go live in spring/summer 2015.

Information Technology Services: vCIO & Networking Engineering Services

Assistant City Administrator Chandler provided background information on the City’s IT assessment and the recommended corrective actions. Mr. Chandler stated that the City issued a confidential solicitation for proposal for a virtual Chief Information Officer and Networking Engineering Services. He stated that the City had only received one response for the solicitation proposal from Dataprise and that staff recommended that the Council authorize the City Administrator to proceed with a one year contract for services with Dataprise, adding that this was a budgeted item. Council President Hollingsworth stated her support for the recommendation. Councilmember Solomon agreed but inquired about the long term strategy for the CIO position. Assistant City Administrator Chandler stated that staff had not discussed long term planning for that position but was looking at immediate needs and would be looking to the Virtual CIO for long term recommendations.

COUNCIL DIALOGUE:

Mayor Tartaro shared that the City's Police Department had recently been re-accredited by CALEA for a period of three years and offered the Council's congratulations to the department.

Councilmember Solomon requested an update on the status of the City's lighting study.

MOTION TO ADJOURN:

Councilmember Haba moved that the Mayor and Council adjourn the Council Meeting of December 1, 2014. Councilmember Hunt seconded the motion. The motion passed; unanimously.

The Council meeting of December 1, 2014 ended at 10:14 p.m.

Attest:

Laura Reams, City Clerk

Date of Minutes Approval



Presentations: FY-2013 Audit

SUBJECT: FY-2013 Audit

SECTION: Presentations

BACKGROUND:

The FY-2013 Audit is underway. The first steps include the related party questionnaire process and setting up files for review and analysis in the areas of account payables, revenues, expenditures and fixed assets.

NEXT STEPS:

The City Treasurer anticipates completing the FY-2013 Audit and FY-2013 Uniform Financial Report by Mid-May 2015.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

The City Treasurer's office will continue to work with the City's Auditor of Record, CohnReznick on completing the outstanding audits.

STRATEGIC GOALS AND ACTIONS:

Goal: Goal 4 – Foster Excellence in all City Operations

Action: 4.3 Ensure policies, procedures, and practices meet or exceed accredited or nation


Tracey Nicholson, City Administrator 2/13/2015



Presentations: Pilot Composting Program

SUBJECT: Pilot Composting Program

SECTION: Presentations

BACKGROUND:

Numerous studies have concluded that the use of compost is paramount to soil health. Compost has the ability to help regenerate poor soils. The composting process encourages the production of beneficial micro-organisms (mainly bacteria and fungi) which in turn break down organic matter to create humus. Humus is a rich nutrient-filled material, it increases the nutrient content in soils and helps soils retain moisture. Compost has also been shown to suppress plant diseases and pests, reduce or eliminate the need for chemical fertilizers, and promote higher yields of agricultural crops.

Composting organic materials that have been diverted from landfills ultimately avoids the production of methane and leachate formulation in the landfills. Compost has the ability to prevent pollutants in stormwater runoff from reaching surface water resources. Compost has also been shown to prevent erosion and silting on embankments parallel to creeks, lakes, and rivers, and prevents erosion and turf loss on roadsides, hillsides, playing fields, and golf courses.

The Hyattsville Environmental Committee recommended a pilot composting program. In response, the City staff coordinated with surrounding municipalities that support composting programs, and contacted Prince Georges County to review their pilot program to receive food scraps. The staff also researched the costs to implement a City wide pilot program. The cost for implementing the program was under \$4000.00 dollars and will be integrated into the regular yard waste pickup on Monday's. The County agreeing to support Hyattsville by allowing the City to be part of their pilot food scrap program has enabled the City to cost effectively implement this program.

NEXT STEPS:

Volunteer Services sent out a notice for volunteers in January and within a few days over forty Hyattsville homes had accepted the call to compost. We are meeting with our volunteers on March 7, 2015 to go over the composting guidelines and distribute the containers. We are excited about this pilot composting initiative and are looking forward to working with Community Services, the Environmental Committee, our residents, and Prince Georges County on this project.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

We have been able to integrate the pickup of food scraps for composting during our regular Monday schedule with no additional cost to our budget.



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 2/17/2015 7:30 PM
Department: Public Works
Prepared by: Lesley Riddle
Sponsors: Tartaro
DOC ID: (ID # 1083)

7.2

STRATEGIC GOALS AND ACTIONS:

Presentations: Pilot Composting Program

Goal: Goal 4 – Foster Excellence in all City Operations

Action: 4.4 Apply sustainable practices to City operations, infrastructure, facilities, and



MEMO

To: Mayor Tartaro and Council

From: Lesley Riddle, Director of Public Works

CC: Tracey Nicholson, City Administrator

Date: February 12, 2015

RE: Pilot Composting Program

Background:

Numerous studies have concluded that the use of compost is paramount to soil health. Compost has the ability to help regenerate poor soils. The composting process encourages the production of beneficial micro-organisms (mainly bacteria and fungi) which in turn break down organic matter to create humus. Humus—a rich nutrient-filled material—increases the nutrient content in soils and helps soils retain moisture. Compost has also been shown to suppress plant diseases and pests, reduce or eliminate the need for chemical fertilizers, and promote higher yields of agricultural crops.

Compost helps prevent pollution -

Composting organic materials that have been diverted from landfills ultimately avoids the production of methane and leachate formulation in the landfills. Compost has the ability to prevent pollutants in stormwater runoff from reaching surface water resources. Compost has also been shown to prevent erosion and silting on embankments parallel to creeks, lakes, and rivers, and prevents erosion and turf loss on roadsides, hillsides, playing fields, and golf courses.

Using compost offers economic benefits -

Using compost can reduce the need for water, fertilizers, and pesticides. It serves as a marketable commodity and is a low-cost alternative to standard landfill cover and artificial soil amendments. Composting also extends municipal landfill life by diverting organic materials from landfills and provides a less costly alternative to conventional methods of remediating (cleaning) contaminated soil.

Based on a request from the Hyattsville Environmental Committee for the City to consider a pilot composting program; City staff was motivated to conduct interviews with surrounding municipalities that support composting programs, and contact Prince Georges County to review their pilot program to receive food scraps. Staff also researched the overall costs to implement a City pilot program for composting. The cost for implementing this program was under \$4000.00 dollars and we will be able to integrate the pickup into our regular yard waste pickup on Monday. The success of this pilot being cost effective relied on the County agreeing to support Hyattsville by allowing the City to be part of the County pilot food scrap program.

Next Steps:

Volunteer Services sent out a notice for volunteers in January and within a few days forty Hyattsville homes had accepted the call to compost. We are meeting on March 7, 2015 with our volunteers to go over the composting guidelines and we will distribute the containers needed for composting at this meeting. We are excited about this pilot composting initiative and are looking forward to working with Community Services, our citizens, and Prince Georges County on this project.

Budget Impact:

Staff was able to utilize funds within the Solid Waste operating budget to fund the purchase of the composting containers for this program.

Staff Resources Required to Implement:

We have been able to integrate the pickup of food scraps for composting during our regular Monday schedule with no additional cost to our budget.



Consent Items: MOTION #20-02-15 Letter of Support for Maryland DHCD FY16 Capital Budget

SUBJECT: Letter of Support for Maryland DHCD FY16 Capital Budget

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #20-02-15

I move that the Council authorize the Mayor to send correspondence to the Senate Budget and Taxation Committee and House Appropriations Committee as well as members of the State Delegation in support of the Governor's FY2016 Maryland Department of Housing & Community Development (DHCD) capital budget request.

BACKGROUND:

The Governor's Fiscal Year 2016 budget includes funding for the Neighborhood BusinessWorks program and Community Legacy and Strategic Demolition and Smart Growth Impact Fund. Each of these three programs have supported economic development projects and programs in Hyattsville since 2009. The City of Hyattsville has regularly provided a letter of support for these Maryland DHCD programs. The Senate and House Committee hearings are scheduled for March 3rd and 4th in Annapolis. Staff is requesting that a letter of support be submitted to the Senate Budget and Taxation Committee and House Appropriations Committee.

NEXT STEPS:

The Senate and House Committee hearings are scheduled for March 3rd and 4th in Annapolis. If approved, the staff will send a letter of support to the Senate Budget and Taxation Committee and House Appropriations Committee.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

If requested by Maryland DHCD, the City will send representatives to provide oral testimony at the House Subcommittee hearing.

STRATEGIC GOALS AND ACTIONS:

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

Action: 2.5 Leverage funding and resource opportunities to support projects, programs and

FISCAL IMPACT:

None



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 2/17/2015 7:30 PM
Department: Community & Econ Dev
Prepared by: Jim Chandler
Sponsors: Tartaro
DOC ID: (ID # 1071)

8.1

Consent Items: MOTION #20-02-15 Letter of Support for Maryland DHCD FY16 Capital Budget


Tracey Nicholson, City Administrator 2/12/2015

Tracey E. Nicholson, City Administrator



Memo

To: Mayor and City Council

CC: Tracey Nicholson, City Administrator

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

Date: February 10, 2015

Re: Letter of Support for Maryland DHCD FY16 Capital Budget

The purpose of this memorandum is to provide the Mayor, Council and City Administrator with a summary and a recommendation regarding the City's support for the Governor's proposed FY2016 Capital Budget for the Maryland Department of Housing and Community Development (DHCD).

Summary

The Governor's Fiscal Year 2016 budget includes funding for the following Maryland DHCD capital programs:

- \$4.55 million for the Neighborhood BusinessWorks program
- \$6 million for Community Legacy funding
- \$5 million for the Maryland Strategic Demolition and Smart Growth Impact Fund

Each of these programs has supported economic development projects and programs in Hyattsville since 2009. The City of Hyattsville has regularly provided a letter of support for these Maryland DHCD programs.

The Senate and House Committee hearings are scheduled for March 3rd and 4th in Annapolis. Staff is requesting that a letter of support be submitted to the Senate Budget and Taxation Committee and House Appropriations Committee.

Details

Below is a summary of the three programs for which funding is being requested:

Neighborhood BusinessWorks

- The Neighborhood BusinessWorks and Community Legacy programs have leveraged over \$200 million in private investment throughout the Gateway Arts District in Hyattsville. The Neighborhood Business Works program has provided financial assistance to establish and grow several of our most high profile local businesses including Arrow Bikes, Big Bad Woof and Franklin's Restaurant. This program provides gap financing for small businesses, particularly in the current economic climate where credit continues to be tight.
- The program is unique in targeting investment in small businesses and also supports neighborhood and business district revitalization by financing the reuse of old commercial buildings, and strengthens the economic potential of Maryland's entrepreneurs and the communities in which they live.
- The program provides flexible terms, uses, and support to a broad spectrum of projects - including start-up, expansion and relocation.

Community Legacy

- In 2003, the Community Legacy program provided the City of Hyattsville with funding to develop a comprehensive multi-year revitalization strategy to stabilize and reverse the decline by building from our community's strengths. Many of the projects you see in Hyattsville today, including the Renaissance Square Artist Housing and Arts District Hyattsville, are a result of this plan and subsequent grant funding. In 2011, the program provided a \$50,000 grant which we combined with \$73,000 in City funds to develop an updated revitalization strategy that reflected our past success and created a roadmap for future revitalization efforts.
- The City recently received an award of \$50,000 to fund our Commercial Façade Improvement Program, with funds available at the start of the FY2016 budget year.

Strategic Demolition and Smart Growth Impact Fund

- The program is a land-use revitalization tool for economic growth by providing funds for the demolition of unsalvageable buildings and land-assembly which are often barriers to local revitalization projects.
- In 2012, the Maryland Strategic Demolition and Smart Growth Impact Fund was introduced because Maryland DHCD recognized a need and developed a program to fit that need and we applaud them for these efforts. The SGIF program will serve the needs of many communities throughout the State by providing a financial resource for revitalization projects that would otherwise not be financially feasible.

Recommendations

I am recommending that the City of Hyattsville submit a letter in support of the Governor's FY2016 Maryland DHCD capital budget request. The letter will be provided to Committee Chairs and members of our State Delegation.



Consent Items: MOTION #21-02-15 Surplus of Public Works Vehicles

SUBJECT: Surplus of Public Works Vehicles

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #21-02-15

I move that the Mayor & Council allow the surplus of the following Public Works vehicles: A Ford F250 (1995), and a Chevrolet Blazer (1994). Both vehicles have excessive mileage and have been replaced.

BACKGROUND:

Periodically it is necessary to decommission a vehicle from our Public Works fleet. The following vehicles have had extended service lives and are ready for surplus:

1995 Ford F250

License plate LG3753

V.I.N# 1FTHF2H1SNA12174

1994 Chevy Blazer

License plate LG63623

V.I.N# 1GNDT13W4R017906

NEXT STEPS:

The vehicles will be sent to Colonial Auction for re-sale.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Staff will need to be present for the vehicle pickup from Colonial Auction

STRATEGIC GOALS AND ACTIONS:

Goal: Goal 1 - Ensure Transparent and Accessible Governance



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 2/17/2015 7:30 PM
Department: Public Works
Prepared by: Lesley Riddle
Sponsors: Tartaro
DOC ID: (ID # 1078)

8.2

Consent Items: MOTION #21-02-15 Surplus of Public Works Vehicles

Action: 2.1 Maintain a responsible level of investment in capital assets, operations and

FISCAL IMPACT:

None


Tracey Nicholson, City Administrator

2/12/2015


Tracey Nicholson, City Administrator

2/12/2015

Tracey E. Nicholson, City Administrator



Consent Items: MOTION #22-05-15 Cost Agreement Between the U.S. Secret Service and Hyattsville Police Department

SUBJECT: Cost Agreement Between the U.S. Secret Service and Hyattsville Police Department

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #22-05-15

I move that the Mayor & Council approve an updated FY2015 Cost Reimbursement Agreement Between the United States Secret Service and the City of Hyattsville, MD Police Department, and additionally accept and appropriate into the FY2015 Police Budget, funding in the amount of \$2,000 that will be used to obtain various evidence processing equipment and materials.

BACKGROUND:

The Hyattsville City Police Department has had an ongoing agreement with the United States Secret Service (USSS) Metro Area Fraud Task force for more than 15 years. In the earlier years a member of the Criminal Investigations Section was assigned full time to the task force. Through the years, the participation level has decreased and now one investigator is assigned as a liaison for local cases. The USSS agreement does provide reimbursement funding for the purchase of equipment and materials directly related to criminal investigation needs. The amount of funding in the FY2015 agreement is \$2,000. The funding will be used to purchase desk top computers and evidence processing software.

The agreement was reviewed and approved for legal sufficiency by the City Attorney.

NEXT STEPS:

Procure the evidence equipment and materials and submit a reimbursement request to the United States Secret Service

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

None

STRATEGIC GOALS AND ACTIONS:

Goal: Goal 3 - Promote a Safe and Vibrant Community

Action: 3.1 Enhance safety and security in public places including residential neighborho

FISCAL IMPACT:



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 2/17/2015 7:30 PM
Department: Police Department
Prepared by: Douglas Holland
Sponsors: Tartaro
DOC ID: (ID # 1076)

8.3

Consent Items: MOTION #22-05-15 Cost Agreement Between the U.S. Secret Service and Hyattsville Police Department

An additional appropriation and expenditure of \$2,000


Tracey Nicholson, City Administrator 2/13/2015

Tracey E. Nicholson, City Administrator



U.S. Department of Homeland Security
UNITED STATES SECRET SERVICE

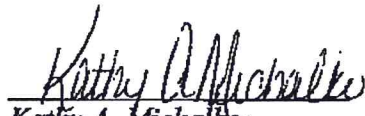
***COST REIMBURSEMENT AGREEMENT
BETWEEN THE UNITED STATES SECRET SERVICE AND
THE CITY OF HYATTSVILLE, MD POLICE DEPARTMENT***

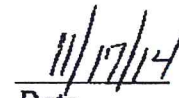
The United States Secret Service (USSS) has been authorized to pay overtime for the detective(s) assigned to the formalized Metro Area Fraud Task Force (MAFTF) as set forth below for expenses necessary for detection, investigation and prosecution of crimes against the United States. It is hereby agreed between the USSS and the City of Hyattsville, MD Police Department (HPD), 4310 Gallatin Street, Hyattsville, MD 20781, tax ID#52-6000797.

- 1) Commencing on October 1, 2014 the USSS will, subject to the availability of the required funding, reimburse the HPD for overtime payments to the detective(s) assigned full time to the MAFTF.*
- 2) Requests for reimbursement will be made on a monthly basis and should be forwarded to the USSS Headquarters as soon as practical after the first of the month, which follows the month the reimbursement is requested. Such requests should be forwarded by the Supervisor of the Hyattsville Police Department to the MAFTF Supervisor for review, approval and submission.*
- 3) Payments for overtime reimbursement, training and equipment will be made directly to the HPD by the USSS. All reimbursement payments are made by electronic fund transfer (EFT). An ACH vendor/Miscellaneous Payment Enrollment Form (ACH) must be on file with the USSS to facilitate payment.*
- 4) Overtime reimbursement for officers fully assigned to the MAFTF will be calculated at the usual rate for which the individual officer's time would be compensated in the absence of this agreement, up to a yearly maximum of \$15,000 per officer. The maximum reimbursement provided for this fiscal year (2015) for HPD is \$2,000.00.*
- 5) Each request for reimbursement will include the name, rank, ID number, overtime compensation rate, and number of reimbursable hours, claimed and the dates of those hours for each detective for whom reimbursement is sought. Each reimbursement request must be accompanied by a certificate signed by an appropriate Supervisor of the Department that the request has been personally reviewed, that the information described in the paragraph is accurate, and the personnel for whom reimbursement is claimed were assigned full time to the MAFTF.*
- 6) Each request for reimbursement will include: an invoice date, taxpayer identification number (TIN) and the correct banking information to complete the electronic fund transfer. The necessary banking information is the Depositor Account Title, Bank Account Number, Routing Number, and Type of Account (checking, savings or lockbox). If the banking information*

changes, a new ACH Vendor/Miscellaneous Payment Enrollment Form must be submitted to the USSS.

- 7) Per TEOAF guidelines a 25% expense rate is due no later than February 2, 2015, 50% by April 20, 2015, 75% by July 6, 2015 and 100% by September 15, 2015 of your departments allotted amount. Additional amounts can be spent at earlier dates but we must meet these minimum spending amounts by the dates listed. Failure to do so will result in your department's allocation being re-allocated to other departments or back to TEOAF.*
- 8) This agreement may be modified at any time by written consent of the parties. This agreement may be terminated unilaterally at any time by the USSS and will not extend beyond September 30, 2015. Requests for reimbursement must be received by the USSS no later than September 15, 2015 to be payable.*


Kathy A. Michalko
Special Agent in Charge
United States Secret Service
Washington Field Office


Date

Douglas K. Holland
Chief of Police
City of Hyattsville, MD Police Department

Date



Consent Items: MOTION #23-02-15 Appointment of Code Compliance Advisory Committee Members

SUBJECT: Appointment of Code Compliance Advisory Committee Members

SECTION: Consent Items

RECOMMENDED ACTION:

Motion #23-02-15

I move that the Mayor and Council appoint the following Hyattsville residents to serve as a member of the City's Code Compliance Advisory Committee for a two (2) year period to expire on December 31, 2016:

- Gloria Felix-Thompson, Ward 1, New Appointment
- Joy M. Jeffries, Ward 1, New Appointment

BACKGROUND:

The term for the Code Compliance Advisory Committee members expired on December 31, 2014. Appointment forms for members are attached.

NEXT STEPS:

The Committee's next scheduled meeting is February 18, 2015.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

STRATEGIC GOALS AND ACTIONS:

Goal: Goal 1 - Ensure Transparent and Accessible Governance

Action: 1.1 Provide information and opportunities for resident participation in civic ende

FISCAL IMPACT:

None



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 2/17/2015 7:30 PM

Department: Clerk's Office

Prepared by: Laura Reams

Sponsors: Hollingsworth, Croslin

DOC ID: (ID # 1082)

8.4

Consent Items: MOTION #23-02-15 Appointment of Code Compliance Advisory Committee
Members


Tracey Nicholson, City Administrator 2/12/2015

Tracey E. Nicholson, City Administrator



CITY OF HYATTSVILLE COMMITTEE / BOARD APPLICATION

APPLICANT INFORMATION

NAME OF COMMITTEE/BOARD:	
NAME OF APPOINTEE:	
ADDRESS:	
WARD #:	
EMAIL:	
PHONE NUMBER:	
REFERRED BY:	

BIOGRAPHICAL STATEMENT:

Please provide a brief background statement including why you are interested in being appointed to a committee. This statement will be posted on the City's website.

BIO STATEMENT (FOR POSTING ON CITY WEBSITE):	

For internal use:

DATE INFORMATION RECEIVED:	
APPROVED BY COUNCIL (DATE & MOTION NUMBER):	
DATE OF TERM EXPIRATION:	
DATE POSTED ON WEBSITE	



CITY OF HYATTSVILLE COMMITTEE / BOARD APPLICATION

APPLICANT INFORMATION

NAME OF COMMITTEE/BOARD:	
NAME OF APPOINTEE:	
ADDRESS:	
WARD #:	
EMAIL:	
PHONE NUMBER:	
REFERRED BY:	

BIOGRAPHICAL STATEMENT:

Please provide a brief background statement including why you are interested in being appointed to a committee. This statement will be posted on the City's website.

BIO STATEMENT (FOR POSTING ON CITY WEBSITE):	

For internal use:

DATE INFORMATION RECEIVED:	
APPROVED BY COUNCIL (DATE & MOTION NUMBER):	
DATE OF TERM EXPIRATION:	
DATE POSTED ON WEBSITE	



Action Items: MOTION #24-02-15 2015 Compensation Review Committee Recommendations

SUBJECT: 2015 Compensation Review Committee Recommendations

SECTION: Action Items

RECOMMENDED ACTION:

Motion #24-02-15

I move that the Mayor & Council discuss, accept, and then adopt the Compensation Review Committee's recommendations regarding compensation for the Mayor and Council Members during the upcoming Mayoral term (May 2015 - May 2019). This recommendation will become effective after the May 2015 Election.

BACKGROUND:

**** Please note: This item was voted on and defeated (5-3) during the February 2, 2015 meeting. Councilmember Haba has requested to bring this item back to Council for additional discussion and action. The City Attorney will be present to address any legal questions.**

The City of Hyattsville Charter, Sections C2-5, C2-6 and C2-6.1

C2-5 Compensation of Mayor

The Mayor shall receive an annual salary as set, from time to time, by an ordinance passed by the Council in the regular course of business; provided, however, that the compensation of the Mayor be determined pursuant to the provisions of C2-6.1

C2-6 Compensation of Council Members

Each Council member shall receive an annual salary which shall be equal for all Council Members and shall be as specified, from time to time, by an ordinance passed by the Council in the regular course of business; provided, however, that the compensation of the Council Member be determined pursuant to the provisions of C2-6.1

C2-6.1 Compensation Review Committee

Every four (4) years, at least one hundred and eighty (180) days prior to a mayoral election, the Mayor shall appoint, with Council approval, a seven person committee whose membership shall be comprised of at least one member from each Ward of the City, to review and make recommendations for the compensation of both the Mayor to be elected in the next municipal election and all City Council Members serving during that upcoming four-year term. The Compensation Review Committee shall make its recommendation as to any compensation increase, decrease or lack of change, in the existing compensation to the Mayor and City Council at least ninety (90) days prior to the election. The Mayor and Council shall have no power to alter or amend the Commission's recommendation, but shall either accept or reject it, by motion, resolution or ordinance.



Action Items: MOTION #24-02-15 2015 Compensation Review Committee Recommendations

Beginning in December 2014, the Compensation Review Committee met four (4) times, reviewed materials provided by City staff, raised questions regarding previous and current actions recommended by other Compensation Review Committees; reviewed information comparing other elected official's compensation to comparable municipalities, and asked questions which were addressed by the Finance Director and the City Attorney. The recommendation of the Committee is attached.

NEXT STEPS:

The Mayor and Council shall have no power to alter or amend the Commission's recommendation, but shall either accept or reject it, by motion, resolution or ordinance. Should the Council approve the Committee's recommendation, the City Attorney will draft an uncodified Ordinance which will be presented to the Council for a first and second reading at the Council Meetings of March 2, 2015 and March 16, 2015.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

n/a

STRATEGIC GOALS AND ACTIONS:

Goal: Goal 4 - Foster Excellence in All City Operations

Action: 4.6 Be good stewards of revenue and expenditures. Ensure adequate internal and external con

FISCAL IMPACT:

Please refer to chart in the attached memo.


Tracey Nicholson, City Administrator 2/12/2015

Tracey E. Nicholson, City Administrator

Compensation Review Committee Statement & Recommendation

Updated: 1/23/2015 11:41 AM

The following statement reflects the views of all participating members on the Hyattsville City Council Compensation Review Committee.

The Committee's decision-making process was guided in large part by a debate over what compensation for the Mayor and City Council is meant to achieve. The compensation debate can be conceived as a spectrum, where on one end, no compensation is given, because the officials in question are simply performing their civic duty, and are not motivated to do so by money. On the other end of the spectrum lies the concept of a "fair wage" for the Mayor and City Council that serves several purposes:

- 1) A pay scale *approximating* the wages one could expect to earn from a second, part-time job expands the potential universe of candidates and could increase competition for Council seats, especially in wards with a disproportionate number of low-income residents. At the current pay rate, it is hard to imagine anybody working two jobs quitting one of those jobs in order to run for, and hold a seat on the Council.
- 2) Most workers tend to respond positively when given a pay increase. The hope in this case is that higher compensation will yield a harder-working Mayor and City Council.
- 3) Any substantial pay increase is likely to receive attention from local media and constituents. That increased attention will raise the profile of the Council, the Mayor and the decisions they make.

In the course of our deliberations, the Committee made an effort to understand the overall fiscal condition of the city budget, the degree to which Mayoral and City Council compensation is a factor in the budget, and the scope of the Mayor and Council's decision-making authority. Addressing the first point, City Treasurer Ronald Brooks provided a summary of past, current and future operating budgets, after which, the Committee concluded that a substantial compensation increase would probably not have any significant impact on funding sources for city services. The Committee also gathered data from surrounding jurisdictions, which showed that Hyattsville currently sits in the middle of the pack in terms of the percentage of the city budget spent on Mayoral and Council compensation. We also received a summary of Mayoral and Council duties from Committee Member David Hiles, himself a former Council Member.

In conclusion, our proposal contemplates a substantial compensation increase over a four year period for the Mayor and City Council. Even at the end of the four-year period, Hyattsville's compensation budget for the Mayor and City Council would be within range of surrounding jurisdictions, albeit on the higher end of the spectrum. We would encourage Council Members to return a portion of their compensation to the city if the extra income is not needed. We would also encourage the next Compensation Review Committee to analyze city elections held after the salary increases take effect, looking especially at how many seats are contested and for evidence of greater diversity on the Council.

The numerical details of our proposal are spelled out in the chart below, with an effective date of July 1, 2017 for the first increase in Mayoral and Council Member salaries. Here is an explanation for that two year delay: *The Maryland State Constitution* essentially forbids sitting elected officials from raising their own pay. *The Hyattsville City Charter* mandates equal pay for all Council Members. The 2017 effective date ensures that no member on the current Council will be voting to raise their own pay before they have to stand for re-election, and also ensures that every Council member will be paid the same salary. Technically, the Mayor's salary could be increased starting July 1, 2015, but we are recommending a delay in order to synchronize the Mayor's pay increase with the Council's. Our recommendation extends through 2020 in order to avoid what amounts to a two year "dead period" (caused by the conflict between the Charter & State Constitution referenced above) after the next Compensation Review Committee is convened in 2019. City Attorney Richard Colaresi has approved this recommendation as to legal sufficiency.

City of Hyattsville, Maryland					
Recommendations of Compensation Review Committee: Budget Years 2017-2020					
	Base Year (2014)	July 1, 2017	July 1, 2018	July 1, 2019	July 1, 2020
Operating Budget Forecast*		2.5%	2.5%	2.5%	2.5%
Total City Budget	\$15,000,000.00	\$16,153,500.00	\$16,557,000.00	\$16,971,000.00	\$17,400,000.00
Mayor's Compensation	\$7,800.00	\$11,550.00	\$12,914.00	\$14,340.00	\$15,834.00
Council Mbr. Compensation	\$5,200.00	\$7,729.00	\$8,643.00	\$9,597.00	\$10,597.00
Total \$ Compensation	\$59,800.00	\$88,844.25	\$99,342.00	\$110,311.50	\$121,800.00
% of Budget	0.40%	0.55%	0.60%	0.65%	0.70%

*2.5% budget increase forecast based on information gathered during briefing with the Hyattsville City Treasurer



Action Items: MOTION #25-02-15 Hyattsville Charter Amendment 2015-02, INTRODUCTION & ADOPTION

SUBJECT: Hyattsville Charter Amendment 2015-02, INTRODUCTION & ADOPTION

SECTION: Action Items

RECOMMENDED ACTION:

Motion #25-02-15

I move that the Mayor & Council introduce and adopt Charter Amendment Resolution 2015-02, a Resolution of the Mayor and City Council of the City of Hyattsville, Maryland, adopted pursuant to the authority of Article XI-E of the Constitution of Maryland and Title 4, Subtitle 3 of the Local Government Article of the Annotated Code of Maryland (2013 Edition, as amended), to amend the Charter of the said City, said Charter being part of the public local laws of Maryland (1963 edition, as amended), which Article contains in whole or in part the Charter of the City of Hyattsville, Maryland, whereby the Mayor and City Council update the Charter to make gender-neutral reference to Councilmembers, establish 18 years as the minimum age to run for office, and update references to the Maryland Code (FIRST READING).

BACKGROUND:

February 12, 2015 Update: The Council voted on this motion and it was defeated (5-2, with 3 abstentions) during the Council Meeting of January 20, 2015. Councilmember Haba has requested that the Council revisit this item at the Council Meeting of February 17, 2015. The City Attorney will be present to answer any legal questions.

For additional information please see attached motion form submitted by Councilmember Haba.

The Council has discussed this proposed Charter Amendment during two previous Council meetings, December 1, 2015 and December 15, 2015. During the December 15, 2015 meeting, the Council voted to table this item until after the vote on Charter Amendment 2015-01, which lowers the minimum voting age for municipal elections to 16 years of age.

Please note that in response to Council discussion, the section of the proposed Charter Amendment pertaining to a change in the number of days for a referendum was removed from the legislation.

NEXT STEPS:

Should the Council introduce and adopt this Charter Amendment on February 17, 2015, the effective date will be April 8, 2015.



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 2/17/2015 7:30 PM
Department: Legislative
Prepared by: Laura Reams
Sponsors: Haba
DOC ID: (ID # 1081)

9.2

Action Items: MOTION #25-02-15 Hyattsville Charter Amendment 2015-02, INTRODUCTION & ADOPTION

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

N/A

STRATEGIC GOALS AND ACTIONS:

Goal: Goal 1 – Ensure Transparent and Accessible Governance

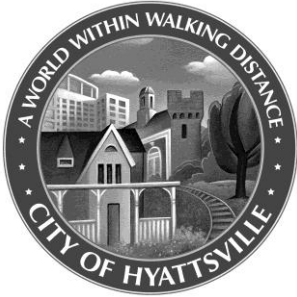
Action: 1.1 Provide information and opportunities for resident participation in civic ende

FISCAL IMPACT:

A Charter Amendment incurs legal fees and costs for advertising the fair summary.


Tracey Nicholson, City Administrator 2/12/2015

Tracey E. Nicholson, City Administrator



Council Agenda Form

MOTION # 08-01-15		DRAFT #
DATE SUBMITTED: 2/4/2015	DATE TO GO BEFORE COUNCIL: 2/17/2015	
SUBMITTED BY: Haba		
DEPARTMENT: Legislation		

TITLE OF MOTION: Hyattsville Charter Amendment 2015-02, INTRODUCTION & ADOPTION

RECOMMENDATION: I move that the Mayor & Council introduce and adopt, Charter Amendment Resolution 2015-02, a Resolution of the Mayor and City Council of the City of Hyattsville, Maryland, adopted pursuant to the authority of Article XI-E of the Constitution of Maryland and Title 4, Subtitle 3 of the Local Government Article of the Annotated Code of Maryland (2013 Edition, as amended), to amend the Charter of the said City, said Charter being part of the public local laws of Maryland (1963 edition, as amended), which Article contains in whole or in part the Charter of the City of Hyattsville, Maryland, whereby the Mayor and City Council update the Charter to make gender-neutral reference to Councilmembers, establish 18 years as the minimum age to run for office, and update references to the Maryland Code.

BACKGROUND: The Council recently voted to lower the voting age to sixteen (16) years old. Since this is an election year and being mindful of the various deadlines, it is important for the Council to take action on this amendment to make the age requirement to run for office clear.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

CITY ADMINISTRATOR / DEPARTMENT DIRECTOR COMMENT: (must be approved by City Administrator):

Tracey E. Nicholson, City Administrator

STRATEGIC GOALS AND ACTIONS:

SUPPORTING DOCUMENTATION:

CURRENT YEAR BUDGET IMPACT:

Attachment: Motion_Hyattsville Charter Amendment 2015-02 (1081 : Hyattsville Charter Amendment 2015-02, INTRODUCTION & ADOPTION)

DRAFT

January 15, 2014

CHARTER AMENDMENT RESOLUTION 2015-02

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF HYATTSVILLE, MARYLAND, adopted pursuant to the authority of Article XI-E of the Constitution of Maryland and Title 4, Subtitle 3 of the Local Government Article of the Annotated Code of Maryland (2013 Edition, as amended), to amend the Charter of the said City, said Charter being a part of the public local laws of Maryland (1963 Edition, as amended), which Article contains in whole or in part the Charter of the City of Hyattsville, Maryland, whereby the Mayor and City Council update the Charter to make gender-neutral reference to Councilmembers, establish 18 years as the minimum age to run for office, and update references to the Maryland Code.

WHEREAS, the Mayor and City Council deem it important to update its Charter to reflect current usages; and

WHEREAS, the Council deems it in the public interest to set a minimum age for holding elected office in the City.

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

Section 1: That Sections C2-1 through C2-9 and C3-4 of the Charter of the City of Hyattsville, Maryland, be amended as follows:

ARTICLE II - City Council**§ C2-1. Establishment; composition.**

The government of said City shall be vested in a Mayor and ten (10) ~~Councilmen~~ **COUNCILMEMBERS**, to be elected as hereinafter provided for, who shall compose the City Council.

§ C2-2. Election; term of office; qualifications.

A. Election; tenure. The Mayor shall be elected from the City at large and shall be elected for a term of four (4) years. One (1) ~~Councilman~~ **COUNCILMEMBER** shall be elected from each ward of the City concurrent with the election of the Mayor, and one (1) ~~Councilman~~ **COUNCILMEMBER** shall be elected from each ward of the City two (2) years thereafter. Each ~~Councilman~~ **COUNCILMEMBER** shall be elected for a term of four (4) years, except in case of an election to fill a vacancy in that office, in which case the election shall be until the next regular City election. The Mayor and ~~Councilmen~~ **COUNCILMEMBERS** shall hold their respective offices for the several terms aforesaid and until their successors shall have been duly elected and qualified, unless otherwise terminated by operation of law. The Mayor and all ~~Councilmen~~ **COUNCILMEMBERS** shall retain throughout their respective terms of office all the qualifications necessary for their election, and their failure to retain all such qualifications

shall ipso facto cause a forfeiture of their respective offices. [Amended 5-15-78 by HR No. 2-78]

B. Qualifications. No persons shall be eligible as Mayor or ~~Councilmen~~ **COUNCILMEMBERS** except those who, upon the day of election, shall be citizens of the United States, **AT LEAST EIGHTEEN (18) YEARS OF AGE**, registered voters of the City of Hyattsville, actual bona fide residents of the City of Hyattsville and, in the case of ~~Councilmen~~ **COUNCILMEMBERS**, residents of the ward from which they shall be elected. [Amended 5-1-72]

C. Restrictions. Neither the Mayor nor any of the ~~Councilmen~~ **COUNCILMEMBERS** shall hold any other office with the City during their respective terms of office, neither shall they nor any other officer of the City, either directly or indirectly through the medium or agency of other persons, enter into any contract or contracts with the City. [Amended 12-19-93 by HR No. 12-83]

D. Required attendance to serve. The Mayor and/or a member of Council may be removed from office as a result of extended absenteeism, which is defined as missing in excess of fifty percent (50%) of each of the Council regular and special legislative meetings and meetings as committees of the whole in any calendar year. The Mayor or five (5) ~~Council Members~~ **COUNCILMEMBERS** shall have the authority to convene a public hearing on the issue of the extended absenteeism of the Mayor and/or member of Council. [Amended 2-3-03, HR No. 2003-07]

E. Removal from office. After a public hearing on the issue of the extended absenteeism of the Mayor and/or member of Council, the Mayor and/or member Council may be removed from office as a result of such extended absenteeism by an affirmative vote of two-thirds (2/3) of the members of the Council. [Amended 2-3-03, HR No. 2003-07]

§ C2-3. Organization; vacancies; powers and duties of Mayor; meetings; quorum. [Amended 5- 15-78 by HR No. 3-78, Amended 9-23-92 by HR No. 3-92, Amended 12-7-98 by HR 98-07]

A. The Council shall meet on the third Monday in May of each election year herein provided for, when those members just elected shall qualify by taking the oath required by the provisions of § C12-1 of this Charter, and the Council shall proceed to organize by electing two (2) of their number President and Vice President of the Council.

B. (1) If a vacancy is created in the office of Mayor or any ~~Council Member~~ **COUNCILMEMBER** by reason of death, refusal or inability to act, disqualification, resignation or removal beyond the corporate limits of the City, then the remaining ~~Council Members~~ **COUNCILMEMBERS** shall notify the board of supervisors of elections to proceed to fill such vacancy by special election which must be held within 75 days of the date the vacancy is created, for the balance of the term of the Mayor or that of a ~~Council Member~~ **COUNCILMEMBER**. [Amended 12-7-98 by HR 98-07]

C. A special election shall not be required, and the vacancy shall remain, if the election is to occur within 150 days of any regularly scheduled election. [Amended 12-7-98 by HR 98-07]

D. In the event that the special election is scheduled for a date when voting machines or other equipment necessary to conduct the election are not available the election may be postponed for no more than thirty (30) days. [Amended 12-7-98 by HR 98-07]

E. In the event of a vacancy in the Mayor's position, the President of the Council shall serve as Mayor until such time as a new Mayor is elected. [Amended 12-7-98 by HR 98-07]

F. The Mayor shall preside at all meetings of the Council and shall have all the privileges of a **COUNCILMEMBER** in debate and vote. The President of the Council shall, in the absence of the Mayor, preside at all meetings. The Vice President shall, in the absence of the Mayor and President, preside at all meetings.

G. The City Council shall hold two (2) regular monthly meetings on the first and third Mondays of each month at 8:00 p.m.; except during the months of June and August, when there shall be one (1) meeting on the first Monday of the month, and the months of July and September, when there shall be one (1) meeting on the third Monday of the month, unless any of said days is a legal holiday or a quorum should not be present. In such an event, the regular meetings shall be held on the next business day when a quorum can be obtained or at such time as the Mayor may designate, not more than one (1) week from the date that said meeting should have been held. [Amended 9-23-92 by HR No. 3-92]

H. The regular meetings shall be open for the transaction of any business that may come before the City Council for action, subject to such rules and regulations as the City Council may determine.

I. Special meetings of the City Council may be convened by the Mayor or at the request of five (5) members of the Council. Special meetings shall be confined to the business set out in the call for such meetings unless there is unanimous consent of all ~~Councilmen~~ **COUNCILMEMBERS** present to the consideration of other matters.

J. The Mayor shall be the executive officer of the City with all the power necessary to secure the enforcement of all City ordinances, resolutions and laws under this Charter.

K. Except as provided in Subsection B, at all meetings of the City Council the Mayor and five (5) ~~Councilmen~~ **COUNCILMEMBERS** or, in the absence of the Mayor, six (6) ~~Councilmen~~ **COUNCILMEMBERS** present shall constitute a quorum for the transaction of business. At least six (6) affirmative votes shall be necessary for the passage of all ordinances, resolutions or laws; and they shall take effect from the date of their passage unless otherwise provided therein.

§ C2-4. Meetings open to public. [Amended 9-22-92 by HR No. 4-92]

All meetings of the Council shall be open to the public, except as otherwise authorized to be closed pursuant to state law, and residents of the City shall have a reasonable opportunity to be heard at all regular open meetings in regard to any municipal question.

§ C2-5. Compensation of Mayor. [Amended 1-21-92, HR No. 4-91]

The Mayor shall receive an annual salary as set, from time to time, by an ordinance passed by the Council in the regular course of business; provided, however, that the compensation of the Mayor be determined pursuant to the provisions of § C2-6.1.

§ C2-6. Compensation of ~~Council members~~ COUNCILMEMBERS. [Amended 1-21-92, HR No. 4-91]

Each ~~Council member~~ **COUNCILMEMBER** shall receive an annual salary which shall be equal for all ~~Council Members~~ **COUNCILMEMBERS** and shall be as specified, from time to time, by an ordinance passed by the Council in the regular course of business; provided, however, that the

compensation of the ~~Council Member~~ **COUNCILMEMBER** be determined pursuant to the provisions of § C2-6.1.

§ C2-6.1. Compensation Review Committee. [Amended 3-3-08 by HR 2008-07]

Every four (4) years, at least one hundred and eighty (180) days prior to a mayoral election, the Mayor shall appoint, with Council approval, a seven person committee whose membership shall be comprised of at least one member from each Ward of the City, to review and make recommendations for the compensation of both the Mayor to be elected in the next municipal election and all City Council members serving during that upcoming four year term. The Compensation Review Committee shall make its recommendation as to any compensation increase, decrease or lack of change, in the existing compensation to the Mayor and City Council at least ninety (90) days prior to the election. The Mayor and Council shall have no power to alter or amend the Commission's recommendation, but shall either accept or reject it, by motion, resolution or ordinance.

[Amended 1-21-92, HR No. 5-91, 3-3-08 by HR 2008-07]

§ C2-7. Judgment of qualifications.

The Council shall be the judge of the election and qualification of its members.

§ C2-8. Rules of procedure.

The Council shall determine its own rules and order of business. It shall keep a journal of its proceedings and enter therein the yeas and nays upon final action on any question, resolution or ordinance or at any other time if required by any one (1) member. The journal shall be open to public inspection during normal business hours at the City Office.

§ C2-9. Passage, publication and effective date of legislation; emergency legislation. [Amended 1-5-04 by HR 2003-20]

No ordinance shall be passed at the meeting at which it is introduced. At any regular or special meeting of the Council held not less than six (6) nor more than sixty (60) days after the meeting at which an ordinance was introduced, it shall be passed or passed as amended or rejected or its consideration deferred to some specified future date. In cases of emergency, the above requirement may be suspended by the affirmative votes of a majority of the members of the Council. Every ordinance shall become effective on the date the ordinance specifies which date shall be no less than twenty (20) calendar days following passage. An emergency ordinance shall become effective on the date specified in the ordinance without regard to the twenty (20) calendar day period specified above. A fair summary of each ordinance shall be published twice in a newspaper having general circulation in the City.

* * *

§ C3-4. Violations and penalties. [Amended 11-5-79 by HR No. 9-79]

A. Unless otherwise provided, all violations of ordinances shall be punishable as misdemeanors, and the Council shall have the power to affix penalties therefor, provided that no such penalty shall exceed that allowed by ~~§3 of Article 23A~~ **TITLE SIX OF THE LOCAL GOVERNMENT ARTICLE** of the Annotated Code of Maryland, as amended.

B. The Council may also provide that violations of any ordinance shall be a municipal infraction, unless the violation is declared to be a felony or a misdemeanor by law or ordinance. A municipal infraction shall be a civil offense.

Section 2: That the date of the adoption of this Resolution is _____, and that the amendment to the Charter of the City of Hyattsville hereby proposed by this enactment shall be and become effective on [50 days], unless a proper petition for a referendum hereon shall be filed by [40 days], and a fair summary of the Amendment shall be published in a newspaper having general circulation in the City not less than four (4) times at weekly intervals by [40 days].

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

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

INTRODUCED by the Mayor and City Council of the City of Hyattsville, Maryland, at a Regular Meeting on February 17, 2015, at which meeting copies were available to the public for inspection.

ADOPTED by the Mayor and City Council of the City of Hyattsville, Maryland, at a Regular Meeting on February 17, 2015, at which meeting copies were available to the public for inspection.

Adopted: _____

Attest: _____
Laura Reams, City Clerk

Marc Tartaro, Mayor

Effective Date: (Proposed, April 8, 2015 – pending council discussion/action on February 17, 2015)

{-} indicate deletions
CAPS/**BOLD** indicate additions



Action Items: MOTION #26-02-15 Kiplinger: DSP-14010

SUBJECT: Kiplinger: DSP-14010

SECTION: Action Items

RECOMMENDED ACTION:

Motion #26-02-15

I move that the Council authorize the Mayor to send a letter to the Planning Board of the Maryland-National Capital Park & Planning Commission stating the City of Hyattsville's support of the proposed Kiplinger multi-family development project Detailed Site Plan -14010 with the following conditions:

- 1) The applicant shall revise the site plan to include additional enhancements at the corner at Editors Park Drive, which may include public art or more traditional streetscape elements.
- 2) The applicant shall revise the proposed streetscape along East-West Highway to place the street trees between the curb and sidewalk to serve as a protective barrier for pedestrians.
- 3) The City supports the public dedication of both Toledo Terrace and the primary roadway, provided that the roadways meet the street standards as defined by Prince George's County DPW&T. The applicant warrants the street trees for a period of up to five (5) years from certification of the site plan. Furthermore, the publicly dedicated roadways are to be bonded by the applicant and the City be reimbursed for any replacement costs for signage for a period of five years from date of certification of the site plan.
- 4) The applicant fully signalizes the traffic signal at the intersection of East-West Highway and Editors Park Drive.
- 5) The applicant designs and constructs all exterior lighting systems to Pepco standards and has Pepco accept responsibility for maintenance of the lighting system. The exterior lighting must also be focused on the site and minimize impacts to the evening sky.
- 6) The applicant will be required to pay for capital outlay and replacement cost of an exterior security system, which will be networked to the City's existing camera network, as specified by the Hyattsville Police Department.

BACKGROUND:

The subject property, is the former Kiplinger Editors Press site located at 3401 East-West Highway, which is



Action Items: MOTION #26-02-15 Kiplinger: DSP-14010

proposed for subdivision from one (1) parcel to three (3) parcels. The applicant has been working with the M-NCPPC Subdivision Review Committee (SDRC). A full briefing is attached to this agenda item.

NEXT STEPS:

City staff will attend the M-NCPPC Planning Board hearing on Thursday, February 19, 2015 to provide oral testimony in support of the project with the City's adopted conditions.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

N/A

STRATEGIC GOALS AND ACTIONS:

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

Action: 2.4 Provide economic development programming and projects to support and facilitat

FISCAL IMPACT:

None


Tracey Nicholson, City Administrator 2/13/2015

Tracey E. Nicholson, City Administrator



Memo

To: Mayor and City Council

CC: Tracey Nicholson, City Administrator
Lesley Riddle, Director, Public Works

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

Date: February 10, 2015

Re: Kiplinger Property: Detailed Site Plan-14010

Background

As presented and discussed previously, the applicants are requesting the City's support for a 348-unit multifamily development and approval for preliminary plan of subdivision for a fee simple townhome development on the north side of the site. As discussed during the previous presentation by the applicant's attorney, the intent of addressing both phases of development is to provide the City Council with context for the overall development.

The subject property, is the former Kiplinger Editors Press site located at 3401 East-West Highway, and proposed for subdivision from one (1) parcel to three (3) parcels. The applicant has been working with the M-NCPPC Subdivision Review Committee (SDRC), which is likely to approve the subdivision of the site with conditions.

The conceptual site plan (CSP) for the project was approved by the District Council in June 2013, however the applicant will require approval of a revision to the conceptual site plan through the detailed site plan process due to the substantive modifications being presented in the detailed site plan most notably the removal of a retail use and the introduction of for-sale townhomes.

The applicant presented and discussed the proposal with the Hyattsville Planning Committee on Tuesday, January 27, 2015, the minutes of which were provided in the February 3, 2015 Council Packet.

Review of the Subject Site: Multi-family Development (DSP-14010)

The applicant, Fore Property, is proposing a multifamily residential building consisting of 3.77 acres, with a unit breakdown of five (5) residential levels of 71-studio, 157-one bedroom, 106-two bedroom and 18-three bedroom units for a total of 352 units. The site would also include structured parking that accommodates 416 spaces in a 5.5 level parking garage. The applicant proposes fully amenities in the building including exercise and clubhouse areas. The applicant is proposing a parking ratio of

1.15 to 1 unit. Units are proposed to include one parking space with a second space available for an additional fee.

The applicant is proposing a LEED certified building which will attain a minimum of Silver rating, but based on post-construction testing may achieve a higher rating.

The multi-family units are intended to be leased at market rate, with a rate to be determined. The total construction value of the multi-family is estimated at \$73 million.

The site will not have direct vehicle access from East-West Highway, but will be accessible from both Toledo Terrace and Editors Park Drive. The restricted traffic pattern is intended to provide a consistent and linear pedestrian network as prioritized in the development standards of the Prince George's Plaza Transit District Development Plan. The applicant is required to conduct a study of the flashing yellow traffic signal at Editors Park Drive, as required by the Conceptual Site Plan approval. The applicant anticipates that the finding from the study will conclude that the intersection be upgraded to a fully signalized intersection.

The applicant originally proposed to construct the roadway network as a private road, with the maintenance of the roadway being the responsibility of the respective homeowners association. As a private roadway, the applicant would be subject to less restrictive public utility easement (PUE) regulations. I met with the applicant, M-NCPPC Subdivision, Community Planning and staff to discuss the access to the site and the road network for this site and for future adjacent parcels. Based on our discussions, a full public dedication of the 'primary' roadway and Toledo Terrace will be recommended. M-NCPPC staff is working with the applicant to review a public dedication of 47' which will include two vehicle travel lanes, parking on the south, a full linear tree box on the north and sidewalks on both the north and south sides of the roadway. As a public roadway, the applicant will be required to meet more stringent public utility easement (PUE) requirements, and based on discussions with M-NCPPC and the applicants civil engineer, there is adequate space in the roadway to accommodate PUE's. The applicant will be required to warranty the street trees for a specific period of time as required in the resolution for approval.

The M-NCPPC Subdivision Review Committee (SDRC) is requesting that the City clearly state its position with respect to the public dedication of both Toledo Terrace and the primary roadway proposed by the applicant.

Recommendation

The applicant is proposing a redevelopment project to construct a mixture of additional transit-oriented residential units consistent with goals articulated in the Prince George's Transit District Overlay Zone.

The project originally intended to utilize a retail component for the third parcel along East-West Highway, however the current property owner was unable to gain significant interest from the retail market for uses which are permitted by the Table of Uses or consistent with the preferred land-use as stated by the community.

The applicant is scheduled for a Planning Board Hearing on Thursday, February 19, 2015 to consider the detailed site plan for the multi-family residential building and the preliminary plan of subdivision for the site. Recommend the City, through separate Action items, limit its comments specific the detailed site plan for the multi-family residential building and the preliminary plan of subdivision for

the site with some of the conditions for support being required for both cases. Staff recommends the City provide support for the project with the following conditions:

- 1) The applicant revises the site plan to include additional enhancements at the corner at Editors Park Drive, which may include public art or more traditional streetscape elements.
- 2) The applicant revises the proposed streetscape along East-West Highway to place the street trees between the curb and sidewalk to serve as a protective barrier for pedestrians.
- 3) There is public dedication of both Toledo Terrace and the primary roadway, provided that the roadways meet the street standards as defined by Prince George's County DPW&T; the applicant warrants the street trees for a period of up to five (5) years from certification of the site plan; and the publicly dedicated roadways are bonded by the applicant and the City is reimbursed for replacement costs for signage for a period of five years from date of certification of the site plan;
- 4) The applicant fully signalizes the traffic signal at the intersection of East-West Highway and Editors Park Drive.
- 5) The applicant designs and constructs all exterior lighting systems to Pepco standard and has Pepco accept responsibility for maintenance of the lighting system. The exterior lighting must be focused on the site and minimize impacts to the evening sky.
- 6) The applicant will be required to pay for capital outlay and replacement cost of an exterior security system which will be networked to the City's existing camera network, as specified by the Hyattsville Police Department.



Action Items: MOTION #27-02-15 Kiplinger Property: Preliminary Plan of Subdivision

SUBJECT: Kiplinger Property: Preliminary Plan of Subdivision

SECTION: Action Items

RECOMMENDED ACTION:

Motion #27-02-15

I move that the Council authorize the Mayor to send a letter to the Planning Board of the Maryland-National Capital Park & Planning Commission stating the City of Hyattsville's support of the proposed Kiplinger property Preliminary Plan of Subdivision with the following conditions:

- 1) The City supports the public dedication of both Toledo Terrace and the primary roadway, provided that the roadways meet the street standards as defined by Prince George's County DPW&T. The applicant warrants the street trees for a period of up to five (5) years from certification of the site plan. The publicly dedicated roadways are bonded by the applicant and the City will be reimbursed for any replacement costs for signage for a period of five years from date of certification of the site plan;
- 2) The City supports the concept for developing a recreational greenway along the southern border of the property as both an amenity and as an opportunity for connectivity to adjacent parcels;
- 3) The applicant agrees to participate in the City residential parking program.
- 4) The applicant fully signalize the traffic signal at the intersection of East-West Highway and Editors Park Drive.
- 5) The applicant designs and constructs all exterior lighting systems to Pepco standards and has Pepco accept responsibility for maintenance of the lighting system. The exterior lighting must also be focused on the site and minimize impacts to the evening sky.

BACKGROUND:

As presented and discussed previously, the applicants are requesting the City's support for a 348-unit multifamily development and approval for preliminary plan of subdivision for a fee simple townhome development on the north side of the site. As discussed during the previous presentation by the applicant's attorney, the intent of addressing both phases of development is to provide the City Council with context for the overall development.

The subject property, is the former Kiplinger Editors Press site located at 3401 East-West Highway, which is proposed for subdivision from one (1) parcel to three (3) parcels. The applicant has been working with the M-NCPPC Subdivision Review Committee (SDRC), which is likely to approve the subdivision of the site with



Action Items: MOTION #27-02-15 Kiplinger Property: Preliminary Plan of Subdivision

conditions.

NEXT STEPS:

The applicant is scheduled for a M-NCPPC Planning Board hearing on Thursday, February 19, 2015.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

City staff will attend the M-NCPPC Planning Board hearing on Thursday, February 19, 2015 to provide oral testimony in support of the project with the City's adopted conditions.

STRATEGIC GOALS AND ACTIONS:

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

Action: 2.4 Provide economic development programming and projects to support and facilitate

FISCAL IMPACT:

None


Tracey Nicholson, City Administrator 2/13/2015

Tracey E. Nicholson, City Administrator



Memo

To: Mayor and City Council

CC: Tracey Nicholson, City Administrator
Lesley Riddle, Director, Public Works

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

Date: February 9, 2015

Re: Kiplinger Property: Preliminary Plan of Subdivision (4-14013)

Background

As presented and discussed previously, the applicants are requesting the City's support for a 348-unit multifamily development and approval for preliminary plan of subdivision for a fee simple townhome development on the north side of the site. As discussed during the previous presentation by the applicant's attorney, the intent of discussing both phases of development is to provide the City Council with context for the overall development.

The subject property, is the former Kiplinger Editors Press site located at 3401 East-West Highway, which is proposed for subdivision from one (1) parcel to three (3) parcels. The applicant has been working with the M-NCPPC Subdivision Review Committee (SDRC), which is likely to approve the subdivision of the site with conditions.

The conceptual site plan (CSP) for the project was approved by the District Council in June 2013, however the applicant will require approval of a revision to the conceptual site plan through the detailed site plan process due to the substantive modifications being presented in the detailed site plan most notably the removal of a retail use and the introduction of for-sale townhomes.

The applicant presented and discussed the proposal with the Hyattsville Planning Committee on Tuesday, January 27, 2015, the minutes of which were provided in the February 3, 2015 Council Packet.

Recommendation

The applicant is proposing a redevelopment project to construct a mixture of additional transit-oriented residential units consistent with goals articulated in the Prince George's Transit District Overlay Zone.

The project originally intended to utilize a retail component for the third parcel along East-West Highway, however the current property owner was unable to gain significant interest from the retail market for uses which are permitted by the Table of Uses or consistent with the preferred land-use as stated by the community.

The applicant is scheduled for a Planning Board Hearing on Thursday, February 19, 2015 to consider the detailed site plan for the multi-family residential building and the preliminary plan of subdivision for the site. The specific details for the multi-family residential building and the preliminary plan of subdivision for the site will be presented as separate action items. Recommend the City provide support for the project with the following conditions:

- 1) Public dedication of both Toledo Terrace and the primary roadway, provided meet the street standards as defined by Prince George's County DPW&T. The applicant warrants the street trees for a period of up to five (5) years from certification of the site plan. Furthermore, the publicly dedicated roadways are to be bonded by the applicant and the City will be reimbursed for replacement costs of signage for a period of five years from date of certification of the site plan.
- 2) The City supports the concept for developing a recreational greenway along the southern border of the property as both an amenity and as an opportunity for connectivity to adjacent parcels.
- 3) The applicant agrees to participate in the City residential parking program.
- 4) The applicant fully signalizes the traffic signal at the intersection of East-West Highway and Editors Park Drive.
- 5) The applicant designs and constructs all exterior lighting systems to Pepco standards and has Pepco accept responsibility for maintenance of the lighting system. The exterior lighting must also be focused on the site and minimize impacts to the evening sky.



Action Items: MOTION #28-02-15 Additional Funding for University Hills Streets Project

SUBJECT: Additional Funding for University Hills Streets Project

SECTION: Action Items

RECOMMENDED ACTION:

Motion #28-02-15

I move that the Mayor & Council approve additional funding in an amount not to exceed \$60,000 payable to Charles P. Johnson and Associates for the University Hills Sidewalk and Streets Project.

BACKGROUND:

The design plans to renovate and improve the sidewalk and street infrastructure within the boundaries of University Hills has been in the planning stages for several years. The scope of work for this project has been changed several times which has created a lag in the project reaching design completion.

Our engineering firm, Charles P. Johnson and Associates will require an additional \$60,000 funding to complete the project design.

NEXT STEPS:

The Department of Public Works will review and obtain Council approval of the final design plans for the University Hills sidewalk and street renovation project. With Council approval, the firm of Charles P. Johnson and Associates will bring the design to 100% completion.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Oversight and review of design plans.

STRATEGIC GOALS AND ACTIONS:

Goal: Goal 3 - Promote a Safe and Vibrant Community

Action: 2.2 Invest in, and manage City infrastructure including streets, sidewalks and pub

FISCAL IMPACT:

Funds will be used from the Capital Improvements Projects budget.



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 2/17/2015 7:30 PM
Department: Public Works
Prepared by: Lesley Riddle
Sponsors: Tartaro
DOC ID: (ID # 1075)

9.5

Action Items: MOTION #28-02-15 Additional Funding for University Hills Streets Project


Tracey Nicholson, City Administrator 2/12/2015

Tracey E. Nicholson, City Administrator



Hyattsville City Council
4310 Gallatin Street, 3rd floor
Hyattsville, MD 20781

Meeting: 2/17/2015 7:30 PM
Department: Legislative
Prepared by: Laura Reams
Sponsors: Hollingsworth
DOC ID: (ID # 1079)

10.1

Discussion Items: Queensbury Road Access

SUBJECT: Queensbury Road Access

SECTION: Discussion Items

BACKGROUND:

Please see attached motion form submitted by Council President Hollingsworth.

NEXT STEPS:

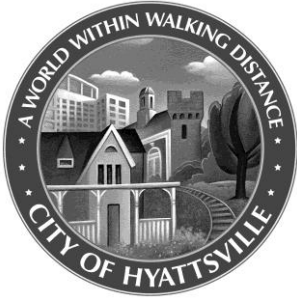
ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

STRATEGIC GOALS AND ACTIONS:

Goal: Goal 1 – Ensure Transparent and Accessible Governance

Action: 2.1 Maintain a responsible level of investment in capital assets, operations and fu


Tracey Nicholson, City Administrator 2/12/2015



Council Agenda Form

MOTION # Discussion Only		DRAFT # 1
DATE SUBMITTED: 02/12/2015	DATE TO GO BEFORE COUNCIL: 02/17/15	
SUBMITTED BY: Hollingsworth		
DEPARTMENT: Police, Public Works, and Community & Economic Development		

TITLE OF MOTION: Queensbury Road Access – **DISCUSSION ONLY**

RECOMMENDATION:

I move that the Mayor and Council request a review of the need, applicability, and effectiveness of existing access restrictions on Queensbury Road.

BACKGROUND:

This item is requested for **discussion only**; no specific action is recommended or presumed. Residents living on Queensbury Road and its connecting streets have requested a variety of actions that would modify thru-access on Queensbury Road including a) special exemptions for Hyattsville residents, b) special exemptions for residents within a certain radius, and/or c) lifting access restrictions altogether. The Council has not revisited this applicability of the restriction in recent years. A review of the existing restriction and its benefit/impact to/on residents is necessary for informed action in response to residents' inquiries.

This discussion is intended to give Council information related to the requests and gauge interest in allocating staff resources to any additional review.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

CITY ADMINISTRATOR / DEPARTMENT DIRECTOR COMMENT: (must be approved by City Administrator):

Tracey E. Nicholson, City Administrator

STRATEGIC GOALS AND ACTIONS:

- 1.1. Provide opportunities for resident participation in civic engagement.
- 1.2. Make available timely public information on all City policies, programs, projects, and reports.
- 2.2. Invest and manage City infrastructure including streets, sidewalks, and public facilities.
- 3.1. Enhance safety and security in public places including residential neighborhoods, parks, and commercial corridors.
- 3.3. Provide effective, responsive, data-driven public safety and property standard services.

SUPPORTING DOCUMENTATION:

CURRENT YEAR BUDGET IMPACT:

Attachment: Motion - Queensbury Road Access (1079 : Queensbury Road Access)

Main City Calendar – February 18 – March 7, 2015

1. **Ageless Grace Exercise Class**
Every Wednesday & Friday, 10:00 AM - 11:00 AM @ 4310 Gallatin Street First Floor
Ageless Grace, a seated exercise program that works the core, activates the organs and systems of body. This program uses 21 simple tools based on the cutting-edge science of neuroplasticity. Ageless Grace is ideal for any active adult, children and people with disabilities.
2. **Code Compliance Advisory Meeting**
February 18, 7:00 PM - 8:30 PM @ City Municipal Building, 1st Floor Multipurpose Room
3. **Planning Committee**
February 18, 7:30 PM - 9:30 PM @ Prangley Room
4. **Creative Minds: Parent & Child Program**
Every Tuesday & Thursday, 10:00 AM - 12:00 PM @ Magruder Recreation Center
Creative Minds Parent & Child Program is a toddler program enriching children through education & interactive activities, including introduction to movement, art, music, story time and free play.
5. **Under the Big Top Parent & Child Dance**
February 21, 5:00 PM - 7:00 PM @ City Municipal Building
6. **City Council Budget Work Session**
February 25, 8:00 PM - 10:00 PM @ Third Floor, Council Chambers
7. **Education Advisory Committee**
February 26, 6:30 PM - 8:00 PM @ 4310 Gallatin Street
8. **Improv Workshop with Press Play Improv Troupe**
February 28, 2:00 PM - 4:00 PM @ City Administrative Building First Floor Multipurpose Room
DC-based improv troupe Press Play offers an improv workshop for people of all ages, experiences and abilities.
9. **Improv Performance with Press Play**
February 28, 7:30 PM - 9:00 PM @ City Administrative Building First Floor Multipurpose Room
DC-based Improv troupe Press Play performs a show for audiences ages 16 and older. To register please visit:
<https://www.eventbrite.com/e/press-play-presents-an-improv-comedy-revue-tickets-15062455209>
10. **City Council Meeting**
March 2, 8:00 PM - 10:00 PM @ Third Floor, Council Chambers
11. **Spring Sports Field Permitting Meeting**
March 4, 7:00 PM - 8:00 PM @ City Building 1st Floor Multipurpose Room
This meeting is mandatory for all sports organizations interested in applying for permits for Spring sports practices and games at Magruder Park.