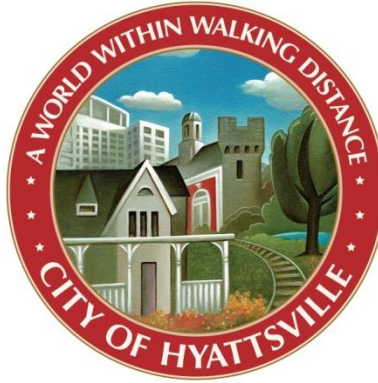




Hyattsville City Council Council Work Session

Wednesday, January 28, 2015

8:00 PM

Agenda

- 1. Call to Order and Council Roll Call**
- 2. Pledge of Allegiance to the Flag**
- 3. Approval of Agenda**
 - (1) Motion to Approve the Agenda for the Council Budget Work Session of January 28, 2015
- 4. Public Comment (8:10 p.m. - 8:20 p.m.)**
- 5. Presentations (8:20 p.m. - 8:30 p.m.)**
 - (1) Hyattsville Environment Committee: FY16 Budget Recommendations
- 6. Discussion Items (8:30 p.m. - 9:50 p.m.)**
 - (1) Council Budget Priority Discussion: Operating Budget
 - (2) Council Budget Priority Discussion: Capital Budget
- 7. Council Dialogue (9:50 p.m. - 10:00 p.m.)**
- 8. Community Notices and Meetings**
 - (1) City Calendar: 1/29/15 - 2/13/15
- 9. Motion to Adjourn**



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

Meeting: 1/28/2015 8:00 PM
Department: Clerk's Office
Prepared by: Laura Reams
Sponsors:
DOC ID: (ID # 1050)

5.1

Presentations: Hyattsville Environment Committee: FY16 Budget Recommendations

SUBJECT: Hyattsville Environment Committee: FY16 Budget Recommendations

SECTION: Presentations

BACKGROUND:

Jim Groves, Chair of the Hyattsville Environment Committee will present the Committee's FY16 budget recommendations to the Mayor and Council for consideration. The Committee has prepared the attached memo detailing the recommendations.

NEXT STEPS:

To be determined

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

n/a

STRATEGIC GOALS AND ACTIONS:

Goal: Goal 4 – Foster Excellence in all City Operations

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


Tracey Nicholson, City Administrator 1/23/2015

1. Display Cases and Trail Signs on Native Plants and Invasive Plants in Magruder Park

***Inform park users about ecological functions of the Park**

***Encourage use of nature trails**

Budget: \$2,000 to \$5,000 (depends on how fancy you want to get)

Department of Recreation and Arts

Recommendation: That the City of Hyattsville Recreation and Arts Department install display cases in the community building and signs along the nature trails in Magruder Park about native and non-native invasive species as well as rain gardens. The information has been compiled by people who have working on removing invasive species, and it would be a benefit to the Community to have the information available. Display cases are a low-cost investment that could be adapted into whatever uses for Magruder Park and its community building are decided in a more comprehensive review of Park use. Having information about native and non-native invasive species will help Park users enjoy the natural environment of the Park and may influence their decisions about what to plant on their private property. Having informational signage provides an amenity on the nature trails which could attract more users. The display cases also could display a calendar about when Park clean ups and invasive species removal efforts are taking place.



Gas powered lawn mower replacement program

Department of Public Works

Cost Expenditure: Up to \$10,000

Gas-powered lawn mowers are run by small engines that emit disproportionately large amounts of carbon monoxide, volatile compounds, and nitrogen oxides that contribute to smog. The human health effects of smog-laden air are well-known, and include inflammation and damage to lungs, increased risk of asthma attacks, and lowered levels of oxygen in the bloodstream, which can aggravate heart conditions. A 2001 study concluded that “Air pollution from cutting grass for an hour with a gasoline powered lawn mower is about the same as that from a 100-mile automobile ride.”

It is recommended that the City offer an incentive for up to 100 Hyattsville residents to receive a \$100 rebate from the City for replacing their working-condition gas-powered lawn mower with an electric, battery powered or push/reel lawn mower. The City (with HEC assistance) will contact a lawn mower vendor (e.g., Home Depot, Lowes) as well as other environmental groups to negotiate a discount for a bulk purchase of new electric mowers. The current cost of an electric lawn mower is about \$200. The Hyattsville Environment Committee will work with City staff to best determine the process for the resident mower exchange.

Examples of like programs across the country:

Los Angeles, CA - <http://www.aqmd.gov/home/programs/community/lawnmower-registration>

San Diego, CA - http://www.sdapcd.org/homepage/2014_Lawnmower.pdf

Dallas, TX - <http://texas.sierraclub.org/dallas/conservation/MowDownAirPollution.pdf>

College Park, MD (2004) - <http://msa.maryland.gov/megafile/msa/speccol/sc5300/sc5339/000113/002000/002410/unrestricted/20063813e.pdf>

Solar Powered Trash and Recycling Compactors
Department of Public Works - Recreation & Community Services
Cost Expenditure: \$23,205

The parks in Hyattsville have a trash and recycling problem, specifically on the weekends. With no staff available to empty the trash cans, the cans fill up quickly, and trash is strewn across the grounds and wrongfully placed in the recycling containers. Certain streets also have litter problems that may relate to a lack of trash receptacles. Providing receptacles with solar powered compactors could solve this problem. WasteManagement (WM) makes the Big Belly Trash and Recycling Compactor. Each compactor is stand-alone and is run by solar panels embedded on the can's top. These panels will last at least 20 years. The receptacles are water and rodent proof and are fully encased, so there is little to no odor. They have SMS transmitters built into them, notifying City authorities when the cans are full. Because the trash is compacted, pick up is required less often, thus saving staff time and money.

One Big Belly Single Station-Trash Compactor = \$2,995.00
One Smart Belly Single Recycling Station = \$1,745.00
Compactor includes a 1 Year Software License and a 1 Year Service Package.
All rates are plus Freight and Sales Tax if Applicable.

The Environment Committee recommends a budget of \$23,205 for placing three sets of trash and recycling stations inside Magruder Park and three stand-alone trash compactors on streets with known litter problems and few receptacles.

Contact to purchase the "Big Belly" or "Smart Belly":

Darrell Tenney
 Major Account Rep Public Sector
 Office (410) 309-6961
 Fax (410) 309-6954
 Cell (443) 250-0316
 dtenney@wm.com



Discussion Items: Council Budget Priority Discussion: Operating Budget

SUBJECT: Council Budget Priority Discussion: Operating Budget

SECTION: Discussion Items

BACKGROUND:

During the Council Budget Work Session of January 14, 2015, the Mayor and Council had preliminary discussions on the proposed Council Budget Priorities for the FY16 Operating Budget. The Budget Work Session for January 28th is a continuation of that discussion. New initiatives received after the January 14th meeting have been included on the attached spreadsheet.

NEXT STEPS:

The Mayor and Council will discuss the proposed items to determine if they will be included in the final FY16 budget. City staff will review the proposed initiatives and provide input as requested.

ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

Staff time to review and research initiatives as directed by Council.

STRATEGIC GOALS AND ACTIONS:

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

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


Tracey Nicholson, City Administrator 1/23/2015

PROPOSED FY2016 OPERATING BUDGET INITIATIVES - as of January 22, 2015

TYPE OF EXPENSE	SPONSORED BY	DESCRIPTION	DEPARTMENT(S)	ESTIMATED FUNDS	INCLUDED IN BUDGET	JAN 2015 STATUS	STAFF COMMENT
Operating	Paschall, Croslin	Student Writing Competition	Community Services	\$ 1,000	Initial Discussion – 1/14	N/A	
Operating	Paschall	Funds for implementation of TBD recommendations from Education Advisory Committee	TBD	TBD	Initial Discussion – 1/14	N/A	
Operating	Paschall	Funds for implementation of TBD recommendations from Environment Committee	TBD	TBD	Initial Discussion – 1/14	N/A	Staff has reached out to Environment Committee to see if they are available to present budget recommendations to Council at an upcoming budget work session
Operating	Hollingsworth	<u>Public Listening Initiative:</u> Funds are requested to expand the City's ability to receive, interpret, and respond to information gathered from residents. Specific Functions: a) Maintain searchable database of residents testifying for public comment at hearings, work sessions, and meetings. b) Begin development of interactive or modular mapping tool that plots residents' concerns/issues/interests utilizing GIS expertise. c) Develop a mechanism for proactively providing updates on issues/items of interest to those residents entering public comment.	Community Services, Community & Economic Development, City Clerk	TBD, requires staff input on existing bandwidth on functional teams to execute & other software/tools required for implementation	Initial Discussion – 1/14	N/A	

Operating	Hollingsworth	<u>Graffiti Abatement Program:</u> Funds requested for the costs of staff time & supplies and/or equipment to implement a graffiti abatement program for commercial and residential properties. Specific Functions: a) Administrative procedure and policy for authorizing the City to remove graffiti from commercial and residential properties. b) Establish a cap to the number of commercial abatement requests per property. c) Create graffiti removal kits that can be rented/checked out by residents. e) Update the services section on the website.	Public Works, Community & Economic Development	Staff & Legal time in development of policy and administrative procedure. Budget \$5,000 for purchase of graffiti removal kits. Estimates for available staff time in DPW require staff input.	Initial Discussion – 1/14	N/A	
Operating	Hollingsworth	<u>Historic Resource Survey:</u> Funds are requested to draft and execute and MOU with an eligible entity to conduct a survey of Hyattsville residents and stakeholders to develop a database of historic resources within the City limits. These properties may not be designated as historic resources or properties (yet), but hold significant meaning for the area or interest groups. The MOU would have to be considered for renewal annually.	Community & Economic Development, Community Services	TBD - < \$5,000	Initial Discussion – 1/14	N/A	
Operating	Hollingsworth	<u>Legislative Breakfast:</u> Funds are requested for hosting a legislative breakfast in Fall 2015.	Legislative, Community & Economic Development	TBD - < \$5,000	Initial Discussion – 1/14	N/A	
Operating	Hollingsworth	<u>Economic Development Report:</u> Funds are requested for the cost of staff or other professional time to develop an economic development report.	Community & Economic Development	TBD - Requires staff input	Initial Discussion – 1/14	N/A	

Operating	Hollingsworth	<u>Campaign to Address Litter:</u> Funds are requested to support the costs of a citywide campaign to reduce litter. Specific Functions: a) Regular notices in the Hyattsville Reporter. b) Intentional outreach/effort to engage multi-family properties in the annual clean-up event. c) Placement of more trash cans in public spaces and on routes to the commercial corridors. d) Design and placement of attractive signs on/near bus stops within the City.	Public Works, Community Services	TBD - < \$7,500	Initial Discussion – 1/14	N/A	
Operating	Haba	Funding to turn Grant Manager position into an Assistant Treasurer position.	Finance	TBD	Initial Discussion – 1/14	N/A	
Operating	Haba	Funding for Citizenship Celebration Day activities	Community Services	TBD	Initial Discussion – 1/14	N/A	

Operating	Lawrence	Establishment of a Quiet Zone at the Decatur Street Railroad Crossing: According to City staff, following the submission of a letter of intent to the Federal Railroad Administration, it would be necessary for an assessment of the crossing. The cost of such an assessment could cost as much as \$30,000.	Administration (contracted services)	\$20,000 - \$30,000.	PENDING COUNCIL DISCUSSION – Initial Discussion, Jan 21 CM		
Operating	Lawrence	Education Advisory Committee (EAC) Grant Funding: Funding is contingent on the actions and decisions of the EAC. If	Community Services	\$5,000	Initial Discussion – 1/14		

		taken up by the EAC, the grant program would provide funds to Hyattsville-area schools to support initiatives designed to improve and enrich student learning.					
Operating	Lawrence	Community-based Policing Training: Funding to improve the safety and performance of Hyattsville's law enforcement officers and strengthen departmental and community ties. Community-based policing trainings could include trainings on non-bias, de-escalation, and immigrant community policing.	Hyattsville Police Department, Human Resources	TBD	PENDING COUNCIL DISCUSSION		
Operating	Lawrence	Tree Canopy: Funding for planting trees on City property and public right of ways. Funding will support planting the maximum sustainable number of trees following input from DPW.	Department of Public Works	TBD	PENDING COUNCIL DISCUSSION		
Operating	Tartaro, Solomon	Assistant DPW Director	DPW/HR	TBD	PENDING COUNCIL DISCUSSION		
Operating	Solomon	Technology Officer Position	IT	TBD	PENDING COUNCIL DISCUSSION		
Operating	Solomon	Speed Humps on 37 th Avenue	DPW/Police	TBD	PENDING COUNCIL DISCUSSION		
Operating	Haba	Jamestown Road Speed Mitigation	DPW	TBD	PENDING COUNCIL DISCUSSION		The City is in receipt of a petition for traffic calming devices on Jamestown Road & it is anticipated that a public hearing will take place in April 2015
Operating	Haba	Make Madison Street (between 31 st Place & Maryhurst) a one-way street	DPW	TBD	PENDING COUNCIL DISCUSSION		



Discussion Items: Council Budget Priority Discussion: Capital Budget

SUBJECT: Council Budget Priority Discussion: Capital Budget

SECTION: Discussion Items

BACKGROUND:

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NEXT STEPS:

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ANTICIPATED STAFF RESOURCES REQUIRED TO IMPLEMENT:

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STRATEGIC GOALS AND ACTIONS:

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

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


Tracey Nicholson, City Administrator 1/23/2015

PROPOSED FY2016 CAPITAL BUDGET INITIATIVES as of January 22, 2015							
TYPE OF EXPENSE	SPONSORED BY	DESCRIPTION	DEPARTMENT(S)	ESTIMATED FUNDS	INCLUDED IN BUDGET	JANUARY 2015 STATUS	STAFF COMMENTS
Capital	Hunt	Left Turn arrows on Adelphi Road at the intersection of Wells	DPW	75,000 - 150,000	PENDING COUNCIL DISCUSSION	N/A	
Capital	Tartaro	Athletic Field Renovations	DPW	TBD	PENDING COUNCIL DISCUSSION	Initial Discussion – 1/14	
Capital	Paschall, Haba, Perry, Solomon	Funding for Lighting in West Hyattsville	DPW	TBD	PENDING COUNCIL DISCUSSION	Initial Discussion – 1/14	Please see notes listed above from FY15 Capital Budget Initiatives
Capital	Paschall, Lawrence	Surface Parking Lot, Hamilton Street Property	CED	TBD	PENDING COUNCIL DISCUSSION	Initial Discussion – 1/14	Funds are allocated in the FY15 budget for a surface parking lot
Capital	Haba	Sidewalks design & construction on Kelliher Road, Kimberly Road, 31st Place (between Lancer Place & Madison Street)	DPW	TBD	PENDING COUNCIL DISCUSSION	Initial Discussion – 1/14	
Capital	Haba	Nicholson Street (between Ager Rd & Queens Chapel Road, Traffic Calming & Green improvements	DPW	TBD	PENDING COUNCIL DISCUSSION	Initial Discussion – 1/14	
Capital	Solomon	3505 Hamilton Street Renovation	Multiple	TBD	PENDING COUNCIL DISCUSSION		A community meeting will be held on 2/4 to solicit feedback from residents and community stakeholders on this proposal.
Capital	Solomon	Enterprise Resource Planning (ERP) System	Administration	200,000	PENDING COUNCIL DISCUSSION		This item was included in the FY13 & FY14 capital budget for \$200K. The City's VCIO started on January 20 th and is currently assessing City infrastructure needs.

Main City Calendar

1. **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.

2. **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.

3. **City Council Meeting**

February 2, 8:00 PM - 10:00 PM @ 3rd Floor, Council Chambers

4. **Board of Supervisors of Elections Meeting**

February 3, 4:00 PM - 5:00 PM @ 3rd floor, Inner Conference Room

5. **Community Meeting: Facility Planning**

February 4, 7:00 PM - 8:00 PM @ Abundant Life Bible Church

A Community Meeting will be held on Wednesday, February 4th at 7 PM to present and solicit feedback from residents and community stakeholders on proposals for City owned buildings, including the proposed move of the Hyattsville City Police Department and select administrative staff to the City Building located at 3505 Hamilton Street. The meeting will be held at the Abundant Life Bible Church, located at 5405 36th Avenue in Ward 5.