City Council of Hyattsville, Maryland

AGENDA
City Council Regular Meeting
Wednesday, January 17, 2018
7:30 PM

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

CITY COUNCIL

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

ADMINISTRATION

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

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

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

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

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

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

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

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

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1. Call to Order and Council Roll Call

2. Pledge of Allegiance to the Flag

2.a) Presentation of the Flags, Boy Scout Troop #224
HCC-170-FY18
Lead Sponsor: At the Request of the City Administrator
Co-Sponsor(s): N/A

3. Approval of Agenda

4. Motion to Close (7:35 p.m. - 7:50 p.m.)

4.a) Motion to Close (7:30 PM, 15 minutes)
HCC-185-FY18
I move that the Mayor and Council close the Council Meeting of December 18, 2017 in order to consult with the City Attorney to obtain legal advice.

This session will be closed under the authority of the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (7) consult with counsel to obtain legal advice.
Lead Sponsor: At the Request of the City Administrator
Co-Sponsor(s): N/A

5. Approval of the Minutes

5.a) Approval of the Minutes
HCC-176-FY18
I move that the Mayor and Council approve the Council Meeting Minutes for the Regular Council Meetings of (1) May 1, 2017 and (2) September 18, 2017.
Lead Sponsor: At the Request of the City Administrator
Co-Sponsor(s): N/A

Minutes_May 1, 2017_NK Final.pdf

Sep 18 2017 Minutes_FINAL.pdf

6. Public Comment (8:00 p.m. – 8:10 p.m.) Limit 2 minutes per speaker

7. Presentations (8:10 p.m. - 8:25 p.m.)

7.a) City Administrator Update (5 minutes)
HCC-172-FY18

Lead Sponsor: At the Request of the City Administrator
Co-Sponsor(s): N/A

7.b) FY-2016 and FY-2017 Audit Update (5 minutes)
HCC-104-FY18
Lead Sponsor: At the Request of the City Administrator
Co-Sponsor(s): N/A

7.c) 2017 Claus Applause Award Presentation (5 minutes)
HCC-171-FY18
Lead Sponsor: At the Request of the City Administrator
Co-Sponsor(s): N/A

2017 Claus Applause Winners.pdf

2017 Claus applause photos.pdf

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

8.a) Municipal Curbside Recycling Agreement
HCC-84-FY18
I move that the Mayor and Council authorize the City Administrator to execute a two-year contract with a three-year extension, with the Prince Georges County Department of the Environment, for the purposes of curbside recycling, upon the review and approval by the City Attorney for legal sufficiency.

Lead Sponsor: At the Request of the City Administrator
Co-Sponsor(s): N/A

County Recycling Agreement.pdf

8.b) Race & Equity Task Force
HCC-125-FY18
I move that the Mayor and Council establish a Race & Equity Task Force as an ad hoc committee to develop an equity plan for the City of Hyattsville. This plan should include recommendations to advance equity in the city in administration, public services, and community development to further support our goals of being an inclusive community. The committee may be adopted as a formal and permanent Task Force at the conclusion of its ad hoc period upon approval of the Council.
Lead Sponsor: Hollingsworth
Co-Sponsor(s): Lawrence, Spell, Suiter

RETF_Committee_Worksheet.docx

Future of Equity in Cities 2017.pdf

8.c) Re-Appointment to the Education Advisory Committee
HCC-173-FY18
I move that the Mayor and Council re-appoint Kathy Dow-Burger (Ward 1) to the Education Advisory Committee for a term of 2 years to expire on December 31, 2019.

Lead Sponsor: Ward
Co-Sponsor(s): Perry, Lawrence
Application_Dow-Burger.pdf

8.d) Surplus Video Equipment
HCC-179-FY18
I move that the Mayor and Council deem as surplus the equipment in the attached document and make it available for auction or appropriate donation.
Lead Sponsor: At the Request of the City Administrator
Co-Sponsor(s): N/A
Equipment Surplus.pdf

8.e) Magruder Park Path Repairs

HCC-169-FY18
I move that the Mayor and Council authorize the expenditure of NTE $24,000 to repair the path at Magruder Park under the City's existing contract with NZI Construction.
Lead Sponsor: At the Request of the City Administrator
Co-Sponsor(s): N/A

8.f) Sidewalk Trip Hazard Mitigation
HCC-177-FY18
I move that the Mayor and Council authorize the City Administrator to enter into a 1-year contract with Precision Cut Concrete for sidewalk trip hazard mitigation at a cost NTE $42,000.00, upon the review and approval of the City Attorney for legal sufficiency. Precision Cut Concrete is a sole source provider based on the proprietary technology utilized to survey and repair sidewalks.
Lead Sponsor: At the Request of the City Administrator
Co-Sponsor(s): N/A
City of Hyattsville Sole Source Letter.pdf

8.g) Deitz Park Path Upgrades
HCC-168-FY18
I move that the Mayor and Council authorize the expenditure of NTE $33,000 to repair the path at Deitz Park under the City's existing contract with NZI Construction.
Lead Sponsor: At the Request of the City Administrator
Co-Sponsor(s): N/A

8.h) Memorandum of Understanding with Prince George's County Revenue Authority
HCC-183-FY18
I move that the City Council authorize the City Administrator to execute a Memorandum of Understanding with the Prince George's County Revenue Authority to transfer and obligate $281,655, the balance of State of Maryland SGIF grant funds for the purpose of developing a structured parking facility on City of Hyattsville owned parcels at 4503 – 4508 Hamilton Street, Hyattsville upon the review for legal sufficiency by the City Attorney.
Lead Sponsor: At the Request of the City Administrator
Co-Sponsor(s):

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

9.a) Hyattsville Ordinance 2017-07: Updating the City Code Section - 114-6. School Zones (5 minutes)
HCC-174-FY18
I move that the Mayor and Council adopt Hyattsville Ordinance 2017-07, an ordinance whereby the City of Hyattsville establishes a school zone around Edward M. Felegy Elementary School and the Chelsea School within the City of Hyattsville, eliminates two school zones that are no longer necessary, and adjusts the codification accordingly (SECOND READING/ADOPTION).
Lead Sponsor: Spell
Co-Sponsor(s): N/A

HO 2017-07 Edward_M._Felegy_School_Zone_Ordinance_EIC_edits_1.8.18_1437.docx

9.b) FY18 Budget Appropriation: Maryland Department of Natural Resources Community Resiliency Grant (10 minutes)
HCC-167-FY18
I move that the Mayor and Council authorize the City Administrator to approve a contract with the Low Impact Design Center to facilitate the Maryland Department of Natural Resources, Community Resiliency Grant. Cost of the contract NTE $85,000.00, upon the review and approval by the City Attorney for legal sufficiency.
Lead Sponsor: At the Request of the City Administrator
Co-Sponsor(s): N/A

Hyattsville GIRG Contract Draft 072517.docx

9.c) Education Enrichment Grants (10 minutes)
HCC-180-FY18
I move that the Mayor and Council authorize the expenditure of NTE $9,867.70 to support the grant proposals recommended from the Education Advisory Committee and listed in the attached memo for the dissemination of Education Enrichment Grants
Lead Sponsor: At the Request of the City Administrator
Co-Sponsor(s): Suiter, Ward, Lawrence

Memo - City Council 2018-01-08.draft.docx

9.d) Residential Permit Parking Zones Program - 2017 Update (10 minutes)
HCC-99-FY18
I move that the Mayor and Council direct the City Attorney (in consultation with City staff) to develop an ordinance amending Article IV, Residential Permit Parking Zones of the City Charter and Code. In doing so, the City Attorney and City staff shall include the changes outlined in the attached memo.
Lead Sponsor: Lawrence
Co-Sponsor(s): Haba, Ward

Memo_Suggested Action and Summary Background.docx

Memo_-_Residential_Parking_Zone_-_Staff_Review.pdf

Residential_Parking_Committee_Recommendations_9.29.16.pdf

RPZ_Committee_Recommendations_-_March_2017.pdf

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

10.a) Circulator Feasibility Study (15 minutes)
HCC-178-FY18
Lead Sponsor: At the Request of the City Administrator
Co-Sponsor(s): N/A

Memo_Circulator_Feasibility_Study__1_.docx

11. Council Dialogue

12. Community Notices and Meetings

12.a) City Calendar: January 9 - January 17, 2018
HCC-175-FY18
Lead Sponsor: At the Request of the City Administrator
Co-Sponsor(s):

Main City Calendar_Jan 18 - Feb 5.docx

13. Motion to Adjourn

Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Laura Reams
Submitting Department: City Clerk
Item Type: Presentation
Agenda Section: Pledge of Allegiance to the Flag

SUBJECT
Presentation of the Flags, Boy Scout Troop #224

HCC-170-FY18

Recommendation:

Sponsor(s):
At the Request of the City Administrator

Co-Sponsor(s):
N/A

ATTACHMENTS

Summary Background:
Hyattsville Boy Scout Troop #224 will perform the annual ceremonial presentation of the flags to open the new year of Council meetings.

Next Steps:
N/A

Fiscal Impact:
N/A

City Administrator Comments:
With Appreciation

Community Engagement:
N/A

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

Legal Review Required?
N/A

Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Laura Reams
Submitting Department: Community & Economic Development
Item Type: Legislative
Agenda Section: Motion to Close (7:35 p.m. - 7:50 p.m.)

SUBJECT
Motion to Close (7:30 PM, 15 minutes)

HCC-185-FY18

Recommendation:
I move that the Mayor and Council close the Council Meeting of December 18, 2017 in order to consult with the City Attorney to obtain legal advice.

This session will be closed under the authority of the Annotated Code of Maryland State Government General Provisions Article Section 3-305(b) (7) consult with counsel to obtain legal advice.

Sponsor(s):
At the Request of the City Administrator

Co-Sponsor(s):
N/A

ATTACHMENTS

Summary Background:
N/A

Next Steps:
N/A

Fiscal Impact:
N/A

City Administrator Comments:
Recommend Approval

Community Engagement:
N/A

Strategic Goals:
N/A

Legal Review Required?
Complete.

Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Nicola Konigkramer
Submitting Department: City Clerk
Item Type: Legislative
Agenda Section: Approval of the Minutes

SUBJECT
Approval of the Minutes

HCC-176-FY18

Recommendation:
I move that the Mayor and Council approve the Council Meeting Minutes for the Regular Council Meetings of (1) May 1, 2017 and (2) September 18, 2017.

Sponsor(s):
At the Request of the City Administrator

Co-Sponsor(s):
N/A

ATTACHMENTS
Minutes_May 1, 2017_NK Final.pdf

Sep 18 2017 Minutes_FINAL.pdf

Summary Background:
See attached.

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

Fiscal Impact:
N/A

City Administrator Comments:
N/A

Community Engagement:
N/A

Strategic Goals:
Goal 1 - Ensure Transparent and Accessible Governance

Legal Review Required?
N/A

Present: Candace Hollingsworth, Mayor
Edouard Haba, W4 (Council Pres.)
Bart Lawrence, W1 (Council VP)
Kevin Ward, W1
Shani Warner, W2
Robert Croslin, W2
Patrick Paschall, W3
Thomas Wright, W3
Paula Perry, W4
Joseph A Solomon, W5

Absent: Ruth Ann Frazier, W5

Also present were the following City staff members:
City Administrator Tracey E. Nicholson
Assistant City Administrator, Dir. of Community and Economic Development Jim Chandler
Police Chief Douglas Holland
City Treasurer Ron Brooks
Director of Human Resources Vivian Snellman
Police Captain Amal Awad
Project Manager, Hal Metzler
City Planner, Katie Gerbes
Communications Outreach Coordinator Anthony DeSantis
Assistant City Clerk Lillie Littleford

1) Call to Order and Council Roll Call

Mayor Hollingsworth called the meeting to order at 8:05 p.m.

2) Pledge of Allegiance to the Flag

3) Approval of Agenda

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

Mayor Hollingsworth noted that there was an amendment to add Motion #: 182-05-FY17 Appropriation & Disbursement of Ward 4 Discretionary Funds to the Consent Agenda.

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

Sergeant Zach Nemser, Hyattsville City Fraternal Order of Police (FOP) President, addressed the Mayor and Council regarding a number of items affecting the Police Department. Sergeant Nemser thanked the Council for the restored position of Police Captain, and stated support for the selected candidate, Amal Awad. Sergeant Nemser then spoke in favor of the Authorization to Reuse 3505 Hamilton Street for the City's Police Department and urged the Council to vote in support of the item.

David Marshall, a Ward 2 resident, addressed the Mayor and Council in support of the Reuse of 3505 Hamilton Street. Mr. Marshall echoed Sergeant Nemser's remarks regarding the selection of Captain Amal Awad. Mr. Marshall provided thanks for the presentation of a plaque and badge to retired Sergeant Michael Rudinski. Mr. Marshall then reminded residents to vote in the City's Election.

5) Presentations (8:20 p.m. - 8:55 p.m.)

5.a) Presentation of Plaque and Retirement Badge to Retired Sergeant Michael Rudinski (5 minutes)

Cover Page

Chief Holland introduced Sergeant Mike Rudinski and the present police officers of the Hyattsville City Police Department and municipalities across the State. Chief Holland provided a brief background of Sergeant Rudinski's history as a police officer in both Pennsylvania and Maryland. Chief Holland stated that Sergeant Rudinski joined the Hyattsville City Police Department in November of 1996 and served as one of the first school resource officers, and as the supervisor of the Community Action Team. Chief Holland then noted the various awards and recognition that Sergeant Rudinski received over the years. Chief Holland thanked Sergeant Rudinski for his service on behalf of the Hyattsville City Police Department, City Council, and residents.

Mayor Hollingsworth presented Sergeant Rudinski with a plaque and thanked him for his service. Chief Holland presented Sergeant Rudinski with his retirement badge and thanked him and his wife, Claire Rudinski, for their service and support.

5.b) Introduction and Oath of Office for Police Captain Amal E. Awad (5 minutes)

Cover Page

Chief Holland introduced the Police Captain, Amal Awad and her present family members. Chief Holland provided background information on the selection process of the position and noted that it had been a number of years since the City had a Police Captain. Chief Holland stated that the position of Captain was second in command in the Hyattsville City Police Department and noted the various responsibilities. Chief Holland added that the responsibilities of the Captain position had been shared by the three Police Lieutenants and offered thanks to Lietenant Sam Alexander, Lieutenant Chris Purvis, and Lieutenant Frank DonBullion. Chief Holland provided a history of Captain Awad's police career, noting her qualifications and leaderships skills she brought to the City. Chief Holland listed the numerous evaluations Captain Awad had to complete before taking the position, and stated the final step: taking her Oath of Office.

Captain Awad, with Mayor Hollingsworth, City Administrator Nicholson, and Chief Holland, completed her Oath of Office. Captain Awad thanked the Mayor and Council, City Adminsitrator Nicholson, and Human Resources Director Vivian Snellman for the opportunity to serve in the City. Captain Awad expressed excitement for her future work with the City, and thanked all of those that had supported her over the years.

5.c) Children's Mental Health Presentation (5 minutes)

Cover Page

Mayor Hollingsworth introduced the Children's Mental Health Presentation and noted the date and time for the flash mob at University Town Center. Mayor Hollingsworth directed residents' attention to the artwork from students of Rosa Parks Elementary School displayed in Council Chambers.

5.d) FY-2015 Audit Update (5 minutes)

Cover Page

Treasurer Brooks presented the FY-2015 Audit Update and noted that the Final Draft would be completed in the following two (2) weeks. Treasurer Brooks added that the auditors had moved into the FY-2016 Audit at that time and that both audits would be completed by the end of that calendar year.

5.e) Montgomery Housing Partnership Presentation on Parkview Manor Apartments (15 minutes)

Cover Page
Memo - MHP Affordable Housing Presentation.pdf
Building Dreams Tour info.pdf
Parkview Manor Green Features.pdf

Assistant Administrator Chandler introduced Stephanie Roodman, Senior Project Manager and Legal Counsel from the Montgomery Housing Partnership (MHP), owners of Parkview Manor Apartments. Assistant Administrator Chandler highlighted the proposed co-partnership and provided a brief overview of the presentation. Assistant Administrator Chandler added that Prince George's County had committed to providing funding for the project.

Ms. Roodman thanked the Mayor and Council for the opportunity to present and noted that Arty Harris, Vice President of Real Estate was also present. Ms. Roodman provided details on the work of MHP as an affordable housing developer, stating that they worked primarily in Montgomery County, but wanted to develop more of a presence in Hyattsville. Ms. Roodman stated the MHP bought properties for the long-term; renovated them with low interest loans, grants, and tax abatements through partnerships with federal, state and local governments. Ms. Roodman then provided ways that MHP worked with residents beyond housing.

Ms. Roodman stated that MHP took ownership of Parkview Manor Apartments in 2007 and outlined the proposed renovation for the property. Ms. Roodman stated that the project would be a $3.5 million project for the renovation of 53 units including: energy efficieny lighting, electrical systems, plumbing, windows, roof, façade, landscaping, and handicapped accesibile upgrades. Ms. Roodman highlighted the financing for the project, noting a four percent (4%) tax credit and Rental Housing Works funds from the State, and existing funding and Payment in Lieu of Taxes (PILOT) from the County. Ms. Roodman stated that MHP applied for Federal Home Loan Bank funds and were waiting for confirmation by the end of the month. Ms. Roodman stated that construction would begin in the Fall of 2017 and be completed in the Summer of 2018, and that renovations would occur on a tiered basis. Ms. Roodmant then stated that MHP was asking for tax relief from the City of Hyattsville.

Councilmember Ward asked if rents would remain the same and Ms. Roodman confirmed that there would be a five (5) – 10% increase ceiling, depending on the renovations. Councilmember Ward asked how many residents were projected to return, and Ms. Roodman stated that only seven (7) percent would not return. Councilmember Croslin inquired about occupancy and Ms. Roodman confirmed that only one (1) or two (2) units were vacant.

Mayor Hollingsworth asked for clarity on the affordability of the renovated units, Ms. Roodman stated that the building would remain affordable, but would increase in quality. Representatives from MHP clarified that the renovations and federal, state, and local funding would extend the affordability of the building for

40 years. Mayor Hollingsworth asked how long the building has been in need of renovations and Ms. Roodman stated that the building has had constant repairs, as it was built in the 1950s.

Councilmember Paschall asked if the taxable value of the property would increase after renovations. Representatives from MHP stated that the value would increase, but not as much if it were at market rate. Councilmember Paschall expressed concerns for the tax rebate becoming a large cost to the City. Ms. Roodman stated that she would share Takoma Park's financing as an example.

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

6.a) **Motion # 174-05-FY17 Proclamation in Recognition of Peace Officers' Memorial Day and National Police Week** I move that the Mayor and Council adopt a Proclamation in recognition of National Police Week, May 14 through May 20, 2017 and Peace Officers' Memorial Day May 15, 2017.

Cover Page
Proclamation_Police_Week_2017.docx

6.b) **Motion # 175-05-FY17 Proclamation for Asian-Pacific American Heritage Month** I move that the Mayor and Council proclaim May as Asian-Pacific American Heritage Month in Hyattsville.

Cover Page
Asian-Pacific_American_Heritage_Month_2017.docx

6.c) **Motion # 176-05-FY17 Proclamation recognizing new United States citizens** I move that the Mayor and Council adopt a proclamation in recognition of Citizenship Celebration Day.

Cover Page
Citizenship_Recognition_2017.docx

6.d) **Motion # 177-05-FY17 Proclamation of Children's Mental Health Awareness Day** I move that the Mayor and Council proclaim May 4, 2017, Children's Mental Health Awareness Day in Hyattsville.

Cover Page
Childrens_Mental_Health_Awareness_Day_2017.docx

6.e) **Motion # 178-05-FY17 Appropriation & Disbursement of Ward 4 Discretionary Fund** I move that the Mayor and Council approve the appropriation and disbursement of Ward 4's council discretionary fund as follows: a) $500 to Hyattsville Community Development Corporation in support of "Bursting on the Scene", a community mural painting event at West Hyattsville Metro Station on Saturday, May 13, 2017; and b). $500 in support of Ward 4's 2017 Community Day celebration.

Cover Page

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

7) Action Items (9:00 p.m. - 9:55 p.m.)

7.a) **Hyattsville Ordinance 2017-03: Fiscal Year 2018 Budget Ordinance (10 minutes)**
I move that the Mayor and Council introduce Hyattsville Ordinance 2017-03, adopting an annual budget for Fiscal Year 2018 beginning July 1, 2017 through June 30, 2018, for the General Purpose; fixing the tax rates for the Fiscal Year beginning July 1, 2017; authorizing collection of taxes herein levied, and appropriating funds for the Fiscal Year (FIRST READING).

Cover Page
RB_FY2018_Final_Budget_Ordinance_4_27_2017.docx

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

7.b) **Amendment to the Agreement for the Traffic Safety Speed Camera Program (10 minutes)**
I move that the Mayor and Council authorize the City Administrator to negotiate and sign a contract amendment with Conduent State & Local Solutions for a monthly fixed fee not to exceed $6,000 per speed camera, for three cameras. The term of the agreement shall continue through December 2021. This contract is subject to the review and approval of the City Attorney for legal sufficiency.

Cover Page
Traffic Safety Speed Camera Contracts.pdf
Speed Camera Contract Amendment 4.17..docx

Chief Holland provided a brief background on the Traffic Safety Speed Camera Program and highlighted the propsed amendment. Chief Holland noted that the five (5) year agreement was valid until December of 2017, and that the current contract was a pay per citation contract. Chief Holland stated that the amended contract would be a pay per camera contract, due to a Maryland House of Representatives Bill mandate. Chief Holland added that the City currently had three (3) speed cameras and provided the financial details in the new contract for those cameras. Chief Holland noted that Treasurer Brooks confirmed that the program would remain self-funded. Chief Holland summarized the amended contract and said that it would be valid until December of 2021.

Council President Haba noted an inconsistency in the change of name from Xerox to Coduent State & Local Solutions.

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

7.c) **Enterprise Resource Planning (ERP) System Procurement (10 minutes)**
I move that the Mayor and Council authorize the City Administrator, to enter into contract negotiations with Dataprise Inc, for the purpose of obtaining an Enterprise Resource Management System for the City of Hyattsville, upon the review and approval by the City Attorney for legal sufficiency.

Cover Page
Memo - ERP System - Final.pdf
RFP# CED06092016 ERP Solution Posted.pdf
ERP Amendment 1 - Questions and Answers Final.pdf

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

7.d) **Authorization to Proceed with Reuse of 3505 Hamilton Street (15 minutes)**
I move that the Mayor and Council authorize the City Administrator to proceed with procurement of service for the purpose of enabling the adaptive reuse of 3505 Hamilton Street, Hyattsville as the City of Hyattsville's Police Department facility at a total development cost estimate of $10,265,000.

Cover Page
Memo__3505_Hamilton_Street (1).docx

Mayor Hollingsworth noted that the Reuse of 3505 Hamilton Street was the largest item the Council had budgeted in six (6) years.

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

8) Discussion Items (9:55 p.m. - 10:25 p.m.)

8.a) Montgomery Housing Partnership Presentation on Parkview Manor Apartments (15 minutes)

Cover Page

Assistant Administrator Chandler highlighted the Montgomery Housing Partnership at Parkview Manor Apartments Presentation and stated that the item was on discussion to solicit feedback on how the Council would like to proceed. Assistant Administrator Chandler added that the project was a unique opportunity for the City to reinvest in an existing affordable housing development. Assistant Administrator Chandler provided a brief background on the conversations between staff and MHP on financing for the project due to the size of the project. Assistant

Administrator Chandler referenced Councilmember Paschall's question regarding the property's increase in value, and noted that the renovation would result in a $2,000-$5,000 net increase range in terms of a tax revenue number, depending on what the property generated in terms of income. Assistant Administrator Chandler added that the scale of improvements was dependent on the City's willingness to contribute. Assistant Administrator Chandler stated that the City's involvement could range from a one time endeavor to a policy change.

Councilmember Warner stated that the timing for this item was perfect, and noted that residents had expressed concerns regarding affordable housing in the City. Councilmember Warner stated support for the project, but cautioned her colleagues to be thoughtful of the City's large ongoing facility projects when committing funds. Councilmember Wright stated that he would like to see the City do more work with developers to increase affordable housing and asked for clarity on the City's involvement with the project.

Council President Haba asked for clarification on the fiscal impact over time and Assistant Administrator Chandler stated that staff would provide a number and additional information, once it was determined. Assistant Administrator Chandler emphasized that the fiscal impact would be dependent on how and if the Council wished to proceed. Councilmember Wright asked if there was a rent cap per year percentage and Ms. Roodman stated that the federal government provided a ceiling for the rents depending on family size and median income.

Councilmember Solomon echoed Councilmember Warner's remarks regarding the need for affordable housing and expressed support for the proposed partnership. Councilmember Solomon added that it would be beneficial to have a broader conversation on a policy for this type of item.

Councilmember Ward asked what Parkview Manor Apartments were paying in taxes and Assistant Adminsitrator Chandler stated it was around $15,000. Councilmember Wright then noted that the development was looking for an almost 100% tax relief, which Assistant Administrator Chandler confirmed. Assistant Administrator Chandler stated that the City could use the same approach as used with the Safeway project or could provide no more than $225,000, or $15,000 in relief per year for 15 years. Ms. Roodman calrified that any kind of tax relief program was required by the lenders and syndicators to be 15 years, to establish stability. Ms. Roodman added that Councilmembers were invited to tour the building and referenced the Council's decision to move forward with the Reuse of 3505 Hamilton Street, noting that the affordable housing could support the City's police officers.

Mayor Hollingsworth asked what the proposed PILOT for the County looked like and Assistant Administrator Chandler stated that he had not seen the County's commitment. Mayor Hollingsworth asked her colleagues to consider the public investment in a project that has private stakeholders. Mayor Hollingsworth added that the Council could consider a policy to develop a framework for future developments.

8.b) Speak Up Community Sustainability Plan (15 minutes)

Cover Page
Memo - Speak Up Community Sustainability Plan - Discussion.docx
CSP Draft to Publish - Single Page.pdf

Assistant Administrator Chandler provided brief background information on the Speak Up Community Sustainability Plan and commended Community Planner, Katie Gerbes's efforts on the development of the plan. Mayor Hollingsworth clarified that the deadline for comments from Council was May 5, 2017.

Ms. Gerbes stated that the City had hosted two public meetings, since the last update to Council, allowing residents to provide questions or feedback. Ms. Gerbes stressed the need for resident input on areas in the plan that needed to be clrified or rearranged. Ms. Gerbes added that staff had met with individual residents or entities that had specific concerns as well as attending senior programming to receive resident input. Ms. Gerbes stated that the majority of changes to the plan were grammatical or language changes to provide more clarity. Ms. Gerbes noted prioritization changes within the plan specifically regarding utilization and safety issues on roadways. Ms Gerbes added that these changes, in addition to feedback to the Speak Up Project, would be reflected on a spreadsheet made available online to residents. Ms. Gerbes concluded that the plan would come back to Council for action on May 10, 2017.

Councilmember Wright commended Ms. Gerbes and the Planning Committee for their hard work and time spent on developing the Sustainability Plan. Council Vice President Lawrence stated a question regarding the matrix in the back of the plan, asking if the themes were ranked as well. Ms. Gerbes clarified that the themes were not ranked, but that the actions within the goals were ranked. Mayor Hollingsworth echoed Councilmember Wright's remarks and highlighted the level of work and outreach efforts made throughout the development of the plan. Mayor Hollingsworth thanked Ms. Gerbes and reminded Council that the item would return on May 10, 2017.

9) Council Dialogue (10:25 p.m. - 10:35 p.m.)

Councilmembers Wright, Warner, Lawrence, and Solomon encouraged residents to vote on Election Day, May 2, 2017. Councilmember Warner further reminded residents that the vote would be announced at the City Building that evening.

Mayor Hollingsworth announced upcoming events in the City, including: the flash mob for Children's Mental Health Awareness Month, the Soap Box Derby, and the Rivers to Rockets Bike Rally.

10) Community Notices and Meetings

Main City Calendar_May 2-15 2017.pdf

11) Motion to Adjourn

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

The meeting adjourned at 9:51 p.m.

1) Call to Order and Council Roll Call

Mayor Hollingsworth called the meeting to order at 8:02 p.m.

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

Absent: Edouard Haba, W4 (Council President)

Also present were the following City staff members:
City Administrator Tracey E. Nicholson
Assistant City Administrator and Director of Community & Economic Development Jim Chandler
City Treasurer Ron Brooks
Police Chief Douglas Holland (left at 9:30 p.m.)
Police Captain Amal Awad (left at 9:01 p.m.)
Director of Public Works Lesley Riddle (left at 9:09 p.m.)
Director of Community Services Jake Rollow
City Clerk Laura Reams (left at 9:09 p.m.)
Code Compliance Manager Chris Giunta (left at 9:03 p.m.)
Sergeant Suzette Johnson (left at 8:34 p.m.)
Sergeant Frank DonBullion (left at 9:01 p.m.)
Project Manager Hal Metzler (left at 9:09 p.m.)
Community Planner Katie Gerbes (left at 9:09 p.m.)
Deputy City Clerk Nicola Konigkramer
Assistant City Clerk Lillie Littleford
City Attorney E.I. Cornbrooks IV, Esquire (arrived at 9:03 pm, left at 9:31 p.m.)

2) Pledge of Allegiance to the Flag

3) Approval of Agenda

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

4) Approval of the Minutes

4.a Motion #: HCC-56-FY18 Approval of the Minutes I move that the Mayor and Council approve the Council Meeting Minutes for the following meetings: (1) Regular Council Meeting of March 6, 2017, (2) Council Work Session of March 15, 2017, (3) Regular Council Meeting of March 20, 2017, (4) Regular Council

Meeting of April 3, 2017, (5) Public Hearing of April 12, 2017, (6) Council Work Session of April 12, 2017, (7) Public Hearing of April 17, 2017, (8) Regular Council Meeting of April 17, 2017, (9) Public Hearing of April 26, 2017, (10) Special Council Meeting of May 10, 2017, (11) Regular Council Meeting of May 15, 2017, and (12) Regular Council Meeting of August 7, 2017.

Cover Page
Minutes_March 6 2017_FINAL.docx
Minutes_March 15 2017_Final.docx
Minutes_March 20 2017_FINAL.docx
Minutes_Apr 3 2017_Final.docx
Minutes_Apr 12 2017_PH Final.docx
Minutes_Apr 12 2017_CM Final.docx
Minutes_Apr 17 2017_PH_FINAL.docx
Minutes_Apr 17 2017_CM_FINAL.docx
Minutes_Apr 26 2017_PH FINAL.docx
Minutes_May 10 2017_Final.docx
Minutes_May 15, 2017 #1_Final.docx
Aug 7 2017 Minutes_Final.docx

Councilmember Lawrence noted a correction to the attendance record for the April 3, 2017 meeting. It was stated that the minutes for April 3, 2017 would be amended for the correction.

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

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

Tom Tucker, a Ward 2 resident and Chair of the Police and Public Safety Citizens' Advisory Committee, addressed the Mayor and Council in support of the Hyattsville Teen Center and suggested that the Council could support the addition of one (1) full time position in the next budget to support a Teen Center.

Farrell Taylor addressed the Mayor and Council in support of the Teen Club.

Angelia Baxley, a Ward 1 resident, addressed the Mayor and Council in support of the Teen Club.

Mary Sue Twohy and Irene Marsh, a Ward 1 resident, addressed the Mayor and Council to introduce recently organized community group Residents United for Furry Friends (RUFF) and to express appreciation for the City's new leash law education campaign.

Rommel Sandino, a Ward 5 resident, spoke in favor of the proposed Temporary Protected Status (TPS) and Deferred Action for Childhood Arrival (DACA) resolution.

Leonel Marquez, a Ward 4 resident, addressed the Mayor and Council with translation assistance from Rommel Sandino in support of the proposed resolution supporting TPS and DACA.

6) Presentations (8:20 p.m. - 9:00 p.m.)

Prior to the presentation agenda, City Administrator Nicholson noted recent upgrades to the City's cable television studio and Council Chambers.

6.a Resolution to Extend Temporary Protected Status Visas (15 minutes)

Cover Page
Boston Globe.pdf

Director of Community Services Rollow introduced area residents to speak with the Mayor and Council to request that the City pass a resolution in support of continuing the Temporary Protected Status (TPS) visa program. Area residents, including Rosa Hoya, Joanna Hernandez, and Rommel Sandino addressed the Council detailing the benefits of the TPS visa program which allows people from conflict or disaster ravaged countries to legally reside in the U.S. They also spoke in support of the continuation of the Deferred Action for Childhood Arrival (DACA) program.

6.b Motion #: HCC-60-FY18 FY-2015, FY-2016 & FY-2017 Audit (5 minutes)

Cover Page
RB FY 2015 Audit Rep Letter.doc

Treasurer Brooks provided the Mayor and Council with an update on the outstanding audits. He said the FY-2015 audit was in the final review and the City was pending final sign off and the management report from the audit firm. Treasurer Brooks noted the City's fund balance had increased for FY-2015 and a net reduction pertaining to the City's long-term liability for retiree benefits in relation to the requirements of Governmental Accounting Standards Board (GASB) standard 68. Mr. Brooks said the City's auditing firm, CohnReznik would present the FY-2015 findings in detail to Council at a future meeting.

6.c Motion #: HCC-61-FY18 Toole Design Group - Traffic Study Update (20 minutes)

Cover Page
HYATTSVILLE_Toole Presentation.pdf

Community Planner Gerbes provided a brief overview of the comprehensive City-wide traffic study, noting that the City had selected Toole Design Group as the contractor for the study. She said the project was intended to look at multi-modal transportation options and infrastructure in the City. Ms. Gerbes noted the that project was a joint effort between the Department of Public Works and Department of Community and Economic Development. She briefly discussed the upcoming opportunities for public input and introduced Sagar Onta, Regional Engineering Director for Toole Design Group to provide the Council with additional information on the scope of the study.

Mr. Onta reviewed the project goals, timeline, methodology, opportunities for public input, and current project status. He then opened the floor to questions from the Council.

Council Vice President Ward requested that the Council be provided with updates on the study findings and recommendations as the study progressed. He also asked to have the presentation shared with Council in advance of the public meeting. Council Vice President Ward then asked about the methodology for tracking travel trips going in and out of the City, inquiring what level of data would be available. Mr. Onta noted that the study would not distinguish origination or arrival points outside of the City, due to significant costs associated with that data set, but would provide quantity and time data for trips in and out of the City. Council Vice President Ward requested that the Council receive copies of the current project plan as well as updates to the plan as the project developed.

Councilmember Croslin inquired about outreach efforts. Ms. Gerbes provided information on the outreach plan and noted that the wikimap would be available online for feedback for approximately a month.

Councilmember Spell asked if the methodology considered changes in traffic patterns due to weather. Mr. Onta said the study did not directly take weather conditions into account but would try to address road maintenance issues. He said if there were areas of street flooding noted during the study, public works would be notified.

Councilmember Wright asked regarding parking concerns if the findings from the study would supersede any recommendations from the ad-hoc Residential Parking Zone Committee or recommendations from the Code Compliance Advisory Committee. Ms. Gerbes said the study would incorporate those recommendations along with any new findings. Council Vice President Ward asked about efforts to reach those who could not access the wikimap online. Ms. Gerbes detailed the strategies for outreach to those residents.

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

7.a Motion #: HCC-30-FY18 Northwestern High School Night School and After School Activities Memorandums of Agreement I move that the Mayor and Council approve the 2017 Memorandums of Understanding between the Board of Education of Prince George's County and the City of Hyattsville Police Department to have a police presence during night school and during sporting events and extracurricular activities.

Cover Page
Northwestern After School Activities_MOUs.pdf

7.b Motion #: HCC-32-FY18 Acceptance and Disbursement of Charitable Donation from the Shack Harris & Doug Williams Foundation, Inc. to Sergeant Anthony Knox I move that the Mayor and Council authorize the City Treasurer to deposit into the City's general fund a check in the amount of $10,000 from the Shack Harris & Doug Williams Foundation and pass through the charitable donation by issuing a check in the amount of $10,000 to Sergeant Anthony Knox to be used to support the Knox family with medical and other related expenses.

Cover Page
Knox Charitable Donation.pdf

7.c Motion #: HCC-33-FY18 FY18 Budget Appropriation: Target Grant for Operation Santa with a Badge I move that the Mayor and Council accept and appropriate into the FY18 budget the grant award in the amount of $2,000 from the Target Corporation for the purpose of supporting the Police Department Operation Santa With a Badge.

Cover Page
Target Grant_Operation Santa with a Badge.pdf

7.d Motion #: HCC-44-FY18 Schedule Public Hearing for Montgomery Housing Partnership Tax Abatement for October 2, 2017 at 7:30 PM. I move that the Mayor and Council schedule a Public Hearing for October 2, 2017 at 7:30 p.m. to receive public testimony regarding a request by the Montgomery Housing Partnership for the City to provide $225,000 in tax abatement to support the renovation of Parkview Manor Apartments.

Cover Page
Memo - Scheduling Public Hearing - MHP.docx
PM Pro Forma 6-9-17.pdf
MHP 15 Year Tax Credit Request.pdf
Parkview Manor Green Features 12-1-16 (1).pdf

7.e Motion #: HCC-45-FY18 Purchase of Solid Waste Vehicle I move that the Mayor and City Council authorize the expenditure of FY-2018 Capital Improvement Funds in an amount not to exceed $190,000 for the purchase of a 2017 Freight-liner Truck with a M2 106 Leach Body from Grand Turk Equipment Company, utilizing the NJPA Purchasing Agreement.

Cover Page
City of Hyattsville NJPA Quote (2).pdf
NJPA_Joint_Powers_Agreement_2016.pdf

7.f Motion #: HCC-46-FY18 Purchase of Parks Truck I move that the Mayor and City Council authorize the expenditure of FY-2018 Capital Improvement Funds in an amount not to exceed $52,000 for the purpose of purchasing a Chevrolet Silverado 2500HD pick up truck from Criswell Chevrolet utilizing the Montgomery County Bid Proposal.

Cover Page
20160205095733878.pdf
Hyattsville CK25943.pdf

7.g Motion #: HCC-47-FY18 Purchase of a Bucket Truck I move that the Mayor and Council authorize the expenditure of FY-2018 Capital Improvement Funds in an amount not to exceed $71,000 for the purpose of purchasing an Altec Telescoping Device mounted on a Ford F350 Truck, from Altec Utility Equipment, utilizing the Hagerstown Maryland purchase contract.

Cover Page
Altec Bid Proposal.pdf
Altec Mayor and Council.pdf
City of Hyattsville-AT200A-Quote356249-3.pdf
ITB B1620.17 Telescopic Basket Truck.pdf

7.h Motion #: HCC-51-FY18 Appointment to the Code Compliance Advisory Committee I move that the Mayor and Council appoint Lauren Drew (Ward 4) to the Code Compliance Committee for a term of 2 years to expire on September 19, 2019.

Cover Page
Application_Drew.pdf

7.i Motion #: HCC-52-FY18 Re-appointment to the Education Advisory Committee I move that the Mayor and Council re-appoint Dakarai Aarons (Ward 5) to the Education Advisory Committee for a term of 2 years to expire on September 19, 2019.

Cover Page
322532.pdf

7.j Motion #: HCC-53-FY18 Appointment to the Hyattsville Environment Committee I move that the Mayor and Council appoint John Fisher (Ward 1) to the Hyattsville Environment Committee for a term of 2 years to expire on September 19, 2019.

Cover Page
Application_Fisher.pdf

7.k Motion #: HCC-59-FY18 Hispanic Heritage Month Proclamation I move that the Mayor and Council proclaim September 15 to October 15, 2017 as Hispanic Heritage Month in the City of Hyattsville.

Cover Page
Hispanic Heritage Month 2017.docx

7.l Motion #: HCC-48-FY18 Rock Salt Purchase I move that the Mayor and Council approve the purchase of rock salt from Morton Salt Company utilizing the State of Maryland contract rider, not to exceed $35,000.

Cover Page
Maryland Rider Rock Salt 2016.pdf

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

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

8.a Motion #: HCC-49-FY18 FY-18 Renewal of Adirondack Tree Experts Contract (5 minutes) I move that the Mayor and Council authorize the City Administrator to renew the City's contract with Adirondack Tree Experts for FY-18 tree work in the City in an amount not to exceed $150,000. This contract has been reviewed and approved by the City Attorney for legal sufficiency.

Cover Page

There was no discussion on this item.

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

8.b Motion #: HCC-50-FY18 Purchase and Upfitting of Eight Replacement Police Vehicles (5 minutes) I move that the Mayor and City Council authorize the expenditure of FY-2018 Capital Improvement Funds in an amount not to exceed $405,000, for the purpose of purchasing 8 replacement police vehicles from Hertrich Ford, and the purchase of vehicle equipment and up-fitting from Global Public Safety LLC.

Cover Page
FY2018 Vehicle Replacement.docx

Police Chief Holland noted that the request was time sensitive and if approved, the City would benefit from savings on the purchase.

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

8.c Motion #: HCC-54-FY18 Office Care Commercial Cleaning Company Contract Extension (5 minutes) I move that the Mayor and Council authorize the City Administrator to execute a one-year contract, renewable for up to two additional years, with Office Care Commercial Cleaning Company, for the purposes of facility cleaning services in an amount not to exceed $62,460.00, upon the review and approval by the City Attorney for legal sufficiency.

Cover Page

There was no discussion on this item.

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

8.d Motion #: HCC-55-FY18 Bigbelly Waste and Recycling System (10 minutes) I move that the Mayor and Council authorize the City Administrator to execute a one-year contract, renewable for up to three additional years, with Bigbelly Solar for Bigbelly duo trash stations in an amount not to exceed $34,563.00, upon the review and approval by the City Attorney for legal sufficiency.

Cover Page

Director Riddle noted the initial roll out had been successful and the City planned to expand the program. She said the item would return to the Council for additional discussion regarding expansion later.

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

9) Discussion Items (9:30 p.m. - 10:05 p.m.)

9.c Motion #: HCC-64-FY18 National Fitness Campaign Fitness Court & Grant Program (10 minutes)

Cover Page
NFC Grant Memo (1) (1) (Tracey Nicholson).docx

NFC Photo 1.jpg
NFC Photo 2.jpg

Director Riddle provided information on the proposal for an outdoor fitness court, noting that the City had applied for and received a grant for $10,000 to offset the $90,000 cost for installation. Director Riddle said the City planned to apply for additional grants for the remaining $80,000 in funding but first needed to enter into a non-binding Memorandum of Understanding (MOU) with National Fitness Campaign to receive initial grant funds. Director Riddle also noted that initial thoughts for location of the fitness court were Magruder Park but that the location was not set in stone.

Councilmember Perry expressed concern with the funding for the project if a grant for the additional $80,000 was not secured. City Administrator Nicholson noted that the MOU was non-binding and Director Riddle provided information on the grant the City planned to apply for to cover the additional funds. City Administrator Nicholson said that if grant funding was not obtained, the item would return to Council for a discussion of funding allocation.

Councilmember Wright inquired about next steps. Director Riddle reiterated that the City needed to enter into a non-binding MOU with National Fitness Center to progress with the project. Mayor Hollingsworth asked the Council if they were willing to move the item that evening, and the Council indicated interest in doing so.

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

9.a Motion #: HCC-43-FY18 Amendment to Section 114-74 - Vehicle Impound Ordinance (10 minutes)
Cover Page
Memo - Impoundment Ordinance.docx
Impound Ordinance Amendment 8.30.17.docx

City Attorney Cornbrooks summarized the proposed vehicle impound ordinance, noting that the intent was to clarify that Code and Parking Compliance Officers were able to impound vehicles under the tenants of City Code Chapter 114. Councilmember Croslin asked for brief clarification on enforcement and Councilmember Lawrence noted a minor correction to the proposed ordinance.

9.b Motion #: HCC-63-FY18 Pet Waste Ordinance (15 minutes)

Cover Page
Memo - Pet Waste Ordinance.docx
Pet Waste Ordinance - 9.13.17.docx
MinutesrMarch_15_17_Approved.doc
Code Committee Recommendation - June 21, 2017.doc
Pet Waste - Leash Up Poster

City Attorney Cornbrooks introduced the proposed Pet Waste Ordinance noting previous Council discussions regarding proper placement in the City Code and concerns regarding enforcement of the ordinance. Additionally, it was noted that the term 'domesticated' was inserted in the ordinance to define

the types of animals subject to the provisions of the ordinance, intentionally including feral or migratory animals.

Councilmember Wright thanked City Attorney Cornbrooks for the distinction regarding feral cats, noting he felt the term 'domesticated' addressed his concern regarding previous versions of the ordinance. There was a discussion regarding the difficulty of enforcing the ordinance and which agency in the City was responsible for enforcement. City Administrator Nicholson said enforcement would be handled through administrative procedures and noted an upcoming public education campaign and installation of additional pet waste stations in the City. She noted that enforcement would be handled by the Code Compliance Department during duty hours and the Police Department after hours.

10) Council Dialogue

The Mayor and Council noted several upcoming and recent events.

11) Community Notices and Meetings

11.a City Calendar: September 19 - October 2, 2017

Main City Calendar_September 19-October 2 2017.pdf

12) Motion to Adjourn

The meeting adjourned at 9:46 p.m.

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

Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Laura Reams
Submitting Department: Administration
Item Type: Report
Agenda Section: Presentations (8:10 p.m. - 8:25 p.m.)

SUBJECT
City Administrator Update (5 minutes)

HCC-172-FY18

Recommendation:

Sponsor(s):
At the Request of the City Administrator

Co-Sponsor(s):
N/A

ATTACHMENTS

Summary Background:
City Administrator Nicholson will provide a brief update to the Mayor, Council and Residents and present the 2017 City of Hyattsville Employee of the Year, Community Planner Katie Gerbes with a token of appreciation from the City.

Next Steps:
N/A

Fiscal Impact:
N/A

City Administrator Comments:
Brief Comments

Community Engagement:
N/A

Strategic Goals:
Goal 1 - Ensure Transparent & Accessible Governance

Legal Review Required?
N/A

Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Ron Brooks
Submitting Department: Finance
Item Type: Audit
Agenda Section: Presentations (8:10 p.m. - 8:25 p.m.)

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

HCC-104-FY18

Recommendation:

Sponsor(s):
At the Request of the City Administrator

Co-Sponsor(s):
N/A

ATTACHMENTS

Summary Background:
The FY-2016 audit is still proceeding through the review and analysis stage - no change from previous report.
* Finished the administrative review and analysis of all funds as projected (last week of December 2017).
* Complete the Financial Statements for the document by the second week of January 2018 - no change from previous report.
* Final 2016 audit report signed off by CohnReznick, management letter and all closing documents to City Council by the third week of January 2018 - no change from previous report.
* File the final 2016 audit with the State of Maryland Department of Administrative Services by the January 26th, 2018 - no change from previous report.

Additionally, we expect to begin the FY-2017 audit track work by the second or third week of January 2018.

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

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

City Administrator Comments:
See summary background above.

Community Engagement:
N/A

Strategic Goals:
Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?
N/A

Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Laura Reams
Submitting Department: City Clerk
Item Type: Presentation
Agenda Section: Presentations (8:10 p.m. - 8:25 p.m.)

SUBJECT
2017 Claus Applause Award Presentation (5 minutes)

HCC-171-FY18

Recommendation:

Sponsor(s):
At the Request of the City Administrator

Co-Sponsor(s):
N/A

ATTACHMENTS
2017 Claus Applause Winners.pdf

2017 Claus applause photos.pdf

Summary Background:
Claus Applause Awards are presented to select homes creatively decorated for the holidays. First, second and third place winners are selected in each ward. A green award and a Mayor's Choice award are also selected.

Next Steps:
Winners will be presented with gift certificates

Fiscal Impact:
N/A

City Administrator Comments:
Congratulations to Award Winners

Community Engagement:
N/A

Strategic Goals:
Goal 3 - Promote a Safe and Vibrant Community

Legal Review Required?
N/A

2017 Claus Applause Winners

Mayor's Choice Award:
5705 31st Place

Green Award:
4011 Crittendon Street

Ward I
1st 6217 Carrollton Terrace
2nd 4011 Crittendon Street
3rd 4201 Queensbury Road

Ward II
1st 5703 40th Avenue
2nd 5500 40th Avenue
3rd 3918 Nicholson Street

Ward III
1st 4111 Oliver Street
2nd 4116 Oliver Street
3rd 7101 Pony Trail Lane

Ward IV
1st 3303 Nicholson Street
2nd 3515 Madison Street
3rd 5808 32nd Avenue

Ward V
1st 5021 37th Place
2nd 5009 37th Place
3rd 3708 Gallatin Street

2017 Claus Applause
Holiday Home Decorating Awards

Ward I – First Place
6217 Carrollton Terrace

Ward I – 2nd Place
4011 Crittenden Street

Ward I – 3rd Place
4201 Queensbury Road

Ward II – 1st Place
5703 40th Avenue

Ward II – 2nd Place
5500 40th Avenue

Ward II – 3rd Place
3918 Nicholson Street

Ward III – 1st Place
4111 Oliver Street

Ward III – 2nd Place
4116 Oliver Street

Ward III – 3rd Place
7101 Pony Trail Lane

Ward IV – 1st Place
3303 Nicholson Street

Ward IV – 2nd Place
3515 Madison Street

Ward IV – 3rd Place
5808 32nd Avenue

Ward V – 1st Place
5021 37th Place

Ward V – 2nd Place
5009 37th Place

Ward V – 3rd Place
3708 Gallatin Street

Green Award
4011 Crittenden Street

Mayor's Choice
5705 31st Place

Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Lesley Riddle
Submitting Department: Public Works
Item Type: Contract
Agenda Section: Consent Items (8:25 p.m. - 8:30 p.m.)

SUBJECT
Municipal Curbside Recycling Agreement

HCC-84-FY18

Recommendation:
I move that the Mayor and Council authorize the City Administrator to execute a two-year contract with a three-year extension, with the Prince Georges County Department of the Environment, for the purposes of curbside recycling, upon the review and approval by the City Attorney for legal sufficiency.

Sponsor(s):
At the Request of the City Administrator

Co-Sponsor(s):
N/A

ATTACHMENTS
County Recycling Agreement.pdf

Summary Background:
The Prince Georges County, Department of the Environment provides curbside recycling services to the City of Hyattsville residents. The current agreement with the City of Hyattsville expired on October 31, 2017. Prince Georges County has provided the City of Hyattsville with recycling services for over ten years.

Next Steps:
With Council approval we will sign the County contract to continue recycling services.

Fiscal Impact:
The funding for this service is in the County tax assessment.

City Administrator Comments:
Recommend Approval

Community Engagement:
None

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

Legal Review Required?
Complete

THE PRINCE GEORGE'S COUNTY GOVERNMENT
Department of the Environment
Resource Recovery Division

Rushern L. Baker, III
County Executive

Adam Ortiz
Director

September 28, 2017

The Honorable Candace B. Hollingsworth
Mayor
City of Hyattsville
4310 Gallatin Street
Hyattsville, MD 20781

RECEIVED
OCT 0 2 2017
City of Hyattsville

Dear Honorable Hollingsworth:

We are pleased to continue County curbside single-stream recycling collection service to your constituents. As you are aware, the current agreement expires October 31, 2017. I have enclosed six copies of the new Municipal Curbside Recycling Agreement between Prince George's County and the Town of Hyattsville covering the period from November 1, 2017 to October 31, 2022.

All six copies of the agreement must be signed on page 4 by an authorized agent for the municipality. Please do not date the document. Return all six signed copies to my attention to the following address:

Prince George's County
Attn: Marilyn Rybak, Acting Associate Director
Resource Recovery Division
9200 Basil Court, Suite 300
Largo, Maryland 20774

Once the agreement is fully executed, the County will return a copy to you for your files. We look forward to providing the City of Hyattsville with efficient and reliable recycling collections. Should you have any questions, please feel free to contact the Recycling Section at 301.883.3636 and ask for Rosemary Vozobule.

Sincerely,

Marilyn E. Rybak, Acting Associate Director
Resource Recovery Division

Enclosures

I:RRD/Recycling Agreement Cvr Letter Hyattsville 2017

INTERGOVERNMENTAL AGREEMENT
BETWEEN
PRINCE GEORGE'S COUNTY, MARYLAND
AND
TOWN/CITY OF HYATTSVILLE

Municipal Curbside Recycling Agreement

This Agreement ("Agreement") is made this _____ day of _____, 2017 (the "Effective Date") by and between Prince George's County, Maryland, a body corporate and politic (hereinafter referred to as the "County"), and the Town/City of Hyattsville, Maryland, (hereinafter referred to as "Municipality").

RECITALS

WHEREAS, the County has contracted with several hauling companies for the collection of recyclables pursuant to the County's Curbside Recycling Program in anticipation of the municipalities' participation in the program; and

WHEREAS, in order to protect the interests of the parties, this Agreement shall state the rights and obligations of the parties.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree to amend as follows:

SECTION I. SERVICE TYPE

The Town/City of Hyattsville, Maryland, through the County's designated collection hauler, shall participate in the County's Curbside Recycling Program pursuant to the guidelines set forth in Attachment A. The County shall provide curbside collection of single stream- mixed recyclables, including, but not limited to, narrow neck and wide mouth plastic containers, glass food and

beverage containers, aseptic/gable top milk and juice cartons, aluminum and bi-metal cans, paper, newspaper, corrugated containers, magazines and telephone books from single family residential houses.

SECTION II. TERM OF AGREEMENT

The Town/City of Hyattsville, Maryland agrees to participate in the County's Curbside Recycling Program as of the Effective Date of this Agreement through October 31, 2022. At no time during this period will the Municipality withdraw from the County's Curbside Recycling Program. Should the Municipality breach this Agreement prior to the term provided in this Section II, the Municipality shall be liable for the following costs: Current Annual Monthly unit rate (defined as the current annual rate divided by 12) times the total number of homes withdrawn from the County's Curbside Recycling Program times the months remaining under the Agreement. Upon expiration of the term of the Agreement, the Agreement may be extended by mutual written consent of the parties, subject to the availability of County funding.

SECTION III. PAYMENT TERMS

Effective July 1, 2018, all single family homes within the incorporated municipality receiving County contracted curbside recyclable material collection service will be assessed the County's current rate of $59.73 or the Fiscal Year 2018 rate if the rate changes. This price will remain in effect until June 30, 2019 or until such time the County provides for a re-assessment of the fee. The Director of the Department of the Environment may increase this yearly rate, at his discretion, and predicated solely on actual changes in costs incurred as a result of changes to the Washington Metropolitan Consumer Price Index. In no event shall the increase exceed 100% of the CPI, using September Index Figures, All Items.

SECTION IV. OWNERSHIP OF MATERIALS

The County will own all recyclable materials collected from the participating Municipality.

SECTION V. DISPUTES

Any dispute concerning a question of fact arising out of the interpretation of this Agreement shall be decided jointly by _____, _____ (Title) for the Municipality and Marilyn Rybak, Acting Associate Director, Recycling Section, Resource Recovery Division, Department of the Environment for the County. In the event that these parties cannot resolve the dispute, the issue shall be resolved by the Director of the Prince George's County Department of the Environment.

SECTION VI. TERMINATION FOR CONVENIENCE

This Agreement may be terminated by the County upon thirty (30) days prior written notice whenever the County shall determine that such termination is in the best interest of the County.

SECTION VII. INDEMNITY

The Municipality agrees to indemnify the County, its officers, employees and agents (each an "Indemnitee") and save each harmless from and against any and all liabilities, losses, damages, costs or expenses, including attorney's fees and first party attorney's fees that any Indemnitee may hereinafter suffer or incur arising directly or indirectly out of this Agreement.

NOTICES. All notices or other communications required or permitted hereunder shall be in writing and either delivered by hand or by courier, or deposited in the United States mail, postage prepaid certified or registered return receipt requested and addressed as follows:

To County: Acting Associate Director
Recycling Section, RRD
9200 Basil Court, Suite 300
Largo, Maryland 20774

With Copies to: County Attorney
Office of Law, Room 5121
14741 Governor Oden Bowie Drive
Upper Marlboro, Maryland 20772

IN WITNESS WHEREOF, the parties hereby execute this Agreement as of the day and year first above written.

Review and Approval Recommended:

By: _____
Adam Ortiz, Director
Department of the Environment

_____
WITNESS

TOWN/CITY OF HYATTSVILLE, MARYLAND

By: _____

_____
WITNESS

PRINCE GEORGE'S COUNTY, MARYLAND

By: _____
Barry L. Stanton
Deputy Chief Administrative Officer
for Public Infrastructure

_____
WITNESS

Reviewed for Legal Sufficiency

_____
Office of Law

Attachment

Attachment A

Prince George's County
Recycling Collection Services Guidelines

Acceptable Materials

- Paper (newspapers, catalogs, books, junk mail, envelopes, paper bags, shredded paper);
- Paper board and corrugated (boxes);
- Magazines, telephone books, hard and soft cover books;
- Glass food and beverage containers;
- Aseptic/gable top milk and juice cartons;
- Aluminum (including pie plates), steel and bi-metal cans; and
- Plastic, narrow neck bottles and wide mouth food containers #1 - #7 (soda, milk, water, yogurt, butter, margarine, detergent and bleach bottles).

Recycling Reminders

- Rinse all containers. Bottles may be re-capped.
- All recyclables may be placed together in the same recycling receptacle for collection.
- A box, or any receptacle marked with an "X" or the word Recycling may be used as a Recycling collection container. Corrugated cardboard boxes will be collected with its contents.
- Have materials at the curb by 6:30 a.m. Collections continue until 8 p.m.

Holidays and Inclement Weather

Collections will not be made on Independence Day, Thanksgiving Day, Memorial Day, Labor Day, Christmas Day and New Year's Day. Collection services not provided due to a holiday shall be provided on the day immediately following the holiday. Collection days immediately following the holiday shall "slide" forward one day, with Friday's collection services being provided on Saturday.

Missed collections due to holidays and inclement weather will be picked up on the next regularly scheduled collection day. There are no makeup days for recycling collection.

General Information Numbers

- Recycling complaints and new bin/cart requests 311 or CountyClick311@co.pg.md.us
  Out of 301 area code dial (301) 952-7600
- Recycling Information (301) 883-3635

Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Candace Hollingsworth, Mayor
Submitting Department: Legislative
Item Type: Legislative
Agenda Section: Consent Items (8:25 p.m. - 8:30 p.m.)

SUBJECT
Race & Equity Task Force

HCC-125-FY18

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

Sponsor(s):
Hollingsworth

Co-Sponsor(s):
Lawrence, Spell, Suiter

ATTACHMENTS
RETF_Committee_Worksheet.docx

Future of Equity in Cities 2017.pdf

Summary Background:
The City has adopted a strategic goal of "strengthening the city's identity as a diverse, welcoming, and creative community" and has made significant efforts to communicate this goal. These efforts, however, have moved forward without a shared and adopted roadmap. The committee shall be initially tasked with answering the following questions:
1) What policies, programs, and/or practices should the City of Hyattsville adopt within the next 5 years to help maintain its racial, ethnic, and socioeconomic diversity, and promote disability inclusion?
2) What are the top five issues facing low to moderate income families and individuals living in the City of Hyattsville? What new programs should the City consider to support economic mobility? How can/should the City of Hyattsville redesign existing programs to better support equity goals?
3) How should the city measure its progress towards these goals?

Attachment: Future of Equity in Cities (2017) - National League of Cities

Next Steps:
The Council discussed this item on December 18, 2017.

The council will authorize the development of the ad hoc committee and shall appoint up to eight (8) members within 60 days of authorization.

Fiscal Impact:
TBD

City Administrator Comments:
Staff will conduct analysis in accordance with Council direction.

Community Engagement:
TBD

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

Legal Review Required?
N/A

COMMITTEE WORKSHEET

Race and Equity Task Force

Mission Statement: The mission of the Hyattsville Race and Equity Task Force (an ad hoc committee) is to develop an equity plan for the City of Hyattsville. This plan should include recommendations to advance equity in the city in administration, public services, and community development to further support our goals of being an inclusive community.

Scope: The committee shall be initially tasked with answering the following questions:

1) What policies, programs, and/or practices should the City of Hyattsville adopt within the next 5 years to help maintain its racial, ethnic, and socioeconomic diversity, and promote disability inclusion?
2) What are the top five issues facing low to moderate income families and individuals living in the City of Hyattsville? What new programs should the City consider to support economic mobility? How can/should the City of Hyattsville redesign existing programs to better support equity goals?
3) How should the city measure its progress towards these goals?

Resources:
Future of Equity in Cities (2017) - National League of Cities
http://nlc.org/sites/default/files/2017-11/Future%20of%20Equity%20in%20Cities%202017.pdf

Policy Application of a Racial Equity Lens – Associated Black Charities
http://www.abc-md.org/resources-1/

Deliverables: Document – Hyattsville Equity Plan (2019-23)

Frequency of meetings: At the committee's discretion, not more than 6.

Minimum number of meetings per year: 1

The Committee is temporary/permanent: Temporary

Composition of members: 8 members, up to 1 non-resident appointment.

Council Liaison: TBD

City Staff: City Clerk's Office (for coordination assistance with appropriate department)

Committee Member term of office: Members shall serve for the duration of the ad hoc committee.

Grounds for removal for any Committee Member: N/A

NLC NATIONAL LEAGUE OF CITIES

CENTER FOR CITY SOLUTIONS

The FUTURE OF EQUITY In Cities

ABOUT THE NATIONAL LEAGUE OF CITIES

The National League of Cities (NLC) is the nation's leading advocacy organization devoted to strengthening and promoting cities as centers of opportunity, leadership, and governance. Through its membership and partnerships with state municipal leagues, NLC serves as a resource and advocate for more than 19,000 cities and towns and more than 218 million Americans. NLC's Center for City Solutions provides research and analysis on key topics and trends important to cities, creative solutions to improve the quality of life in communities, inspiration and ideas for local officials to use in tackling tough issues, and opportunities for city leaders to connect with peers, share experiences, and learn about innovative approaches in cities.

ABOUT THE AUTHORS

Nicole DuPuis is the Principal Associate of Urban Innovation; **Elias Stahl** is a Research Assistant; and **Brooks Rainwater** is Senior Executive and Director of the Center for City Solutions.

ACKNOWLEDGEMENTS

The authors would like to acknowledge **Soren Messner–Zidell & JoElla Straley**, who designed the report and visualizations; and **Courtney Bernard** for editing the report. **Freddy Trejo** designed the cover. We are also grateful to all of the city officials, thought leaders, and experts that took the time to speak to us about equity and cities.

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The FUTURE OF EQUITY In Cities

NATIONAL LEAGUE OF CITIES

CENTER FOR CITY SOLUTIONS

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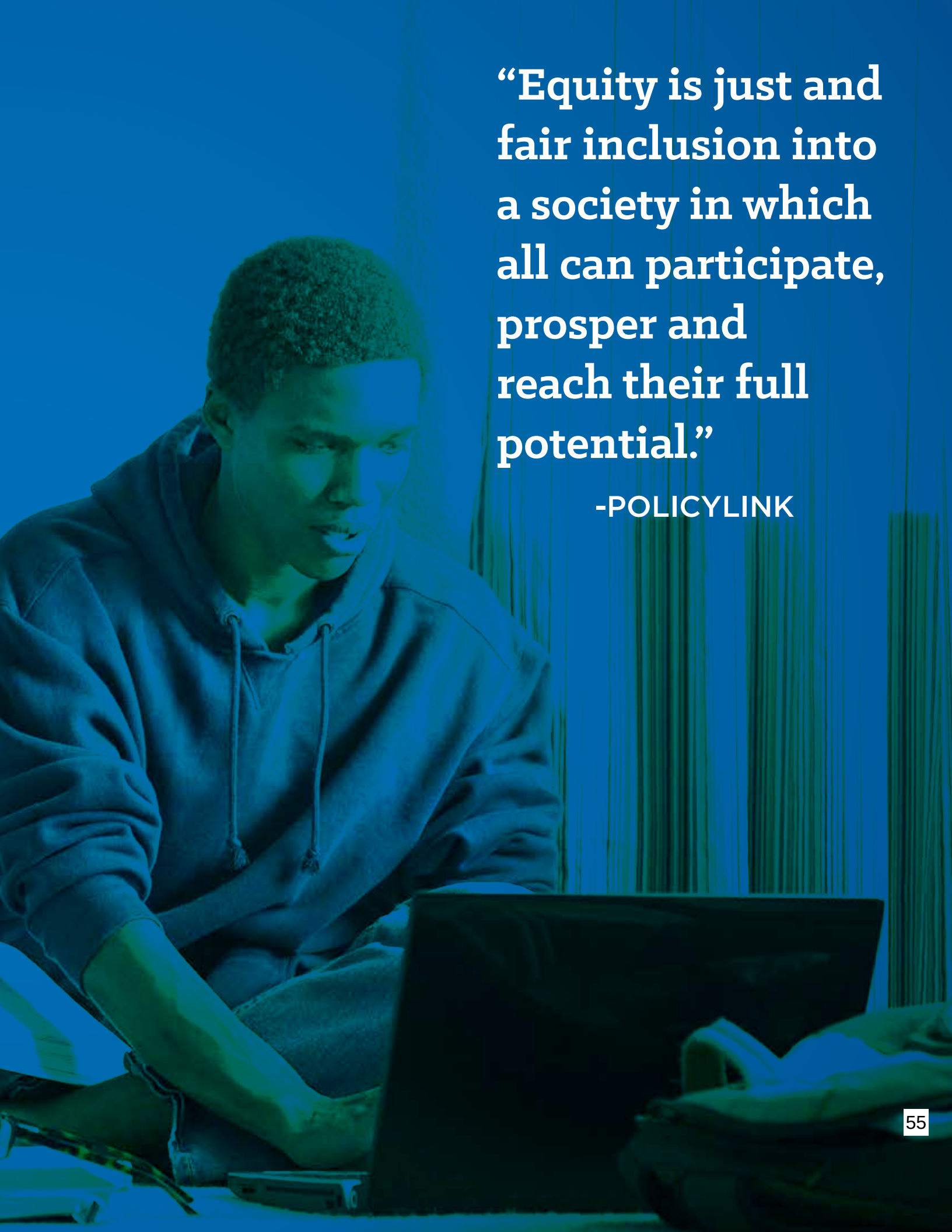
INTRODUCTION: WHY IS EQUITY IMPORTANT?



“Equity is just and fair inclusion into a society in which all can participate, prosper and reach their full potential.”

-POLICYLINK

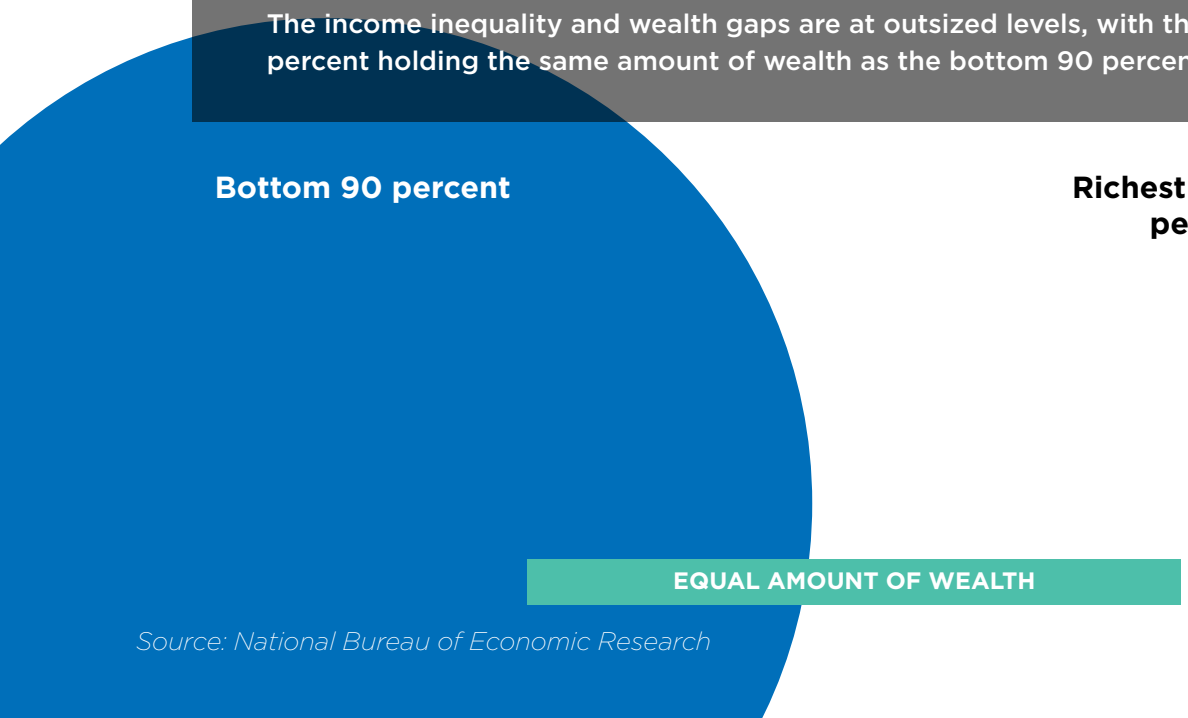
Cities are shaping the story of America.

The success we have seen in our nation's cities is clear, but the future of our urban places will be defined by how we work together to lift all members of our communities in the future. Great places don't rise from a blank slate — they use unique assets to build up what's special about the community, rather than seeking to recreate success from elsewhere. As cities continue to grow, equity and inclusion will be ever-more pressing.

While many cities feel the immediate positive outcomes from wealth flooding into metropolitan regions, they also feel the negative impact on community members of varying income levels – particularly, those at the bottom that face increased housing prices, greater need for social services and growing concern for community safety. The income inequality and wealth gaps are at outsized levels, with the richest 0.1 percent holding the same amount of wealth as the bottom 90 percent. And when examined through a racial equity lens, the disparities become even starker; on average, white families have six times the wealth of African American and Hispanic families. This is where we are now. Unfortunately, the current policy environment at the national level isn't focused on alleviating these inequities—cities are.

It is clear that our nation's cities cannot only be defined by the growth of the tech and the creative sectors. Instead, we must act deliberatively for growth of any kind to be truly sustainable. As the tide of innovation in cities rises, local leaders must work assiduously to lift all boats by planning for inclusive economic development.

The income inequality and wealth gaps are at outsized levels, with the richest 0.1 percent holding the same amount of wealth as the bottom 90 percent.



Source: National Bureau of Economic Research

As the tide of innovation in cities rises, local leaders must work assiduously to lift all boats by planning for inclusive economic development.

The National League of Cities (NLC) seeks to help city leaders lead. Our annual *State of the Cities* research analyzes the key issues that matter to mayors and cities. For a number of years now the top issues that matter are: economic development, infrastructure, and public safety. *The Future of Equity in Cities* seeks to take these core issues and forecast the opportunities and challenges to come in cities not just today, but in the decades to come through an analysis of long-range planning, an examination of on-the-ground programming of inclusive economic growth, and by seeking to better understand the public safety challenges that cities will face far into the future.

Infrastructure - autonomous vehicles, road pricing and more

Mobility is critical to humanity's growth in the urban environment. It is one of the major facilitators of human settlement and success. Where an individual goes, how they get there, and the resources they have access to have the potential to influence nearly every other element of their lives. As mobility and adequate infrastructure have become more widely regarded as civil rights, central to inclusion and critical to individuals' capacity to participate and prosper in the modern-day economy, they have simultaneously been impacted by the rise of technological forces.

New technology is promising a hyper-connected future for cities in which driverless cars and smart city applications have the potential to improve services, efficiency and quality of life. We can imagine a not too distant future in which every consumer product and piece of infrastructure increasingly has the ability to sense surrounding stimuli, to communicate with other devices and people, and to draw on the computing and storage power of the cloud. However, along with all of these exciting advances come a bevy of new questions about equity. With current demographic shifts, generational preferences, wealth creation and other factors pointing toward the continued growth of cities, the importance of mobility and infrastructure is ever-present. The recognition that equity is driven and sustained by these forces presses city officials to ask new questions and prepare for a new future.

98%

of growth in the 100 largest cities since 2000 was from growth in minority populations.

Economic development - equitable growth

Cities are becoming more diverse, but simultaneously more segregated and inequitable. Ninety-eight percent of growth in the one hundred largest cities since 2000 was from growth in minority populations. A Brookings Institution analysis of the 2011-2015 American Community Survey found that despite this increased diversity in cities, racial segregation has only moderately declined.[1] Dominantly white neighborhoods in cities were 79 percent white in 2000 and 72 percent white in 2015, despite the overall white population in cities having dropped from 64 percent to 56 percent during the same period. For neighborhoods outside of large metropolitan areas, this reduction was even smaller, from 84 percent to 80 percent.

As a nation, higher birth rates for racial minorities are projected to make the aggregate minority population a majority of the country by 2043.[2] In the majority of cities, the fastest growing employment sectors are high-skill and high wage, but unfortunately these sectors are not likely to add the same number of aggregate jobs as much larger and lower-skilled sectors like retail, food service, and office and administration. This spatial mismatch of employment and wages will only be amplified by future growth trends in cities and will reinforce inequities. It is imperative that cities work to counteract these trends now.

Public safety - predictive policing, community engagement

As urban populations become more diverse, so are police departments. Police departments are becoming more representative of the populations they protect. Many cities are recognizing that prioritizing equity and diversity in making hiring decisions for public safety agencies is critical to establishing trust between citizens and the officers that serve them. In addition to becoming more representative of their communities, more police departments are also adopting the tenets of community policing in their mission statements, with nearly 70 percent of departments emphasizing community policing values as of 2013. Public safety agencies are also more frequently establishing problem-solving partnerships with local organizations

Many cities are recognizing that prioritizing equity and diversity in making hiring decisions for public safety agencies is critical to establishing trust between citizens and the officers that serve them.

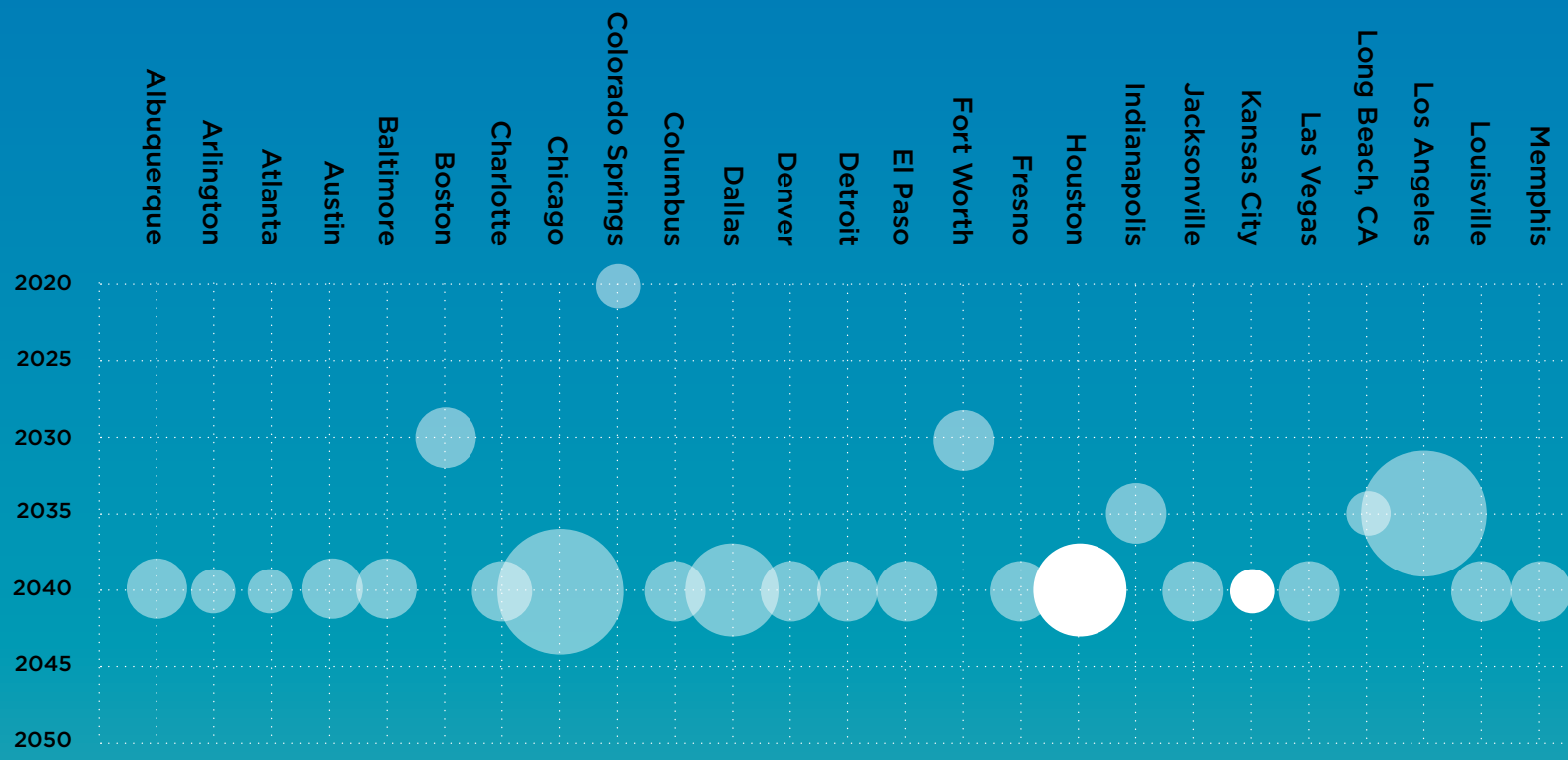
that address specific challenges in their communities. These trends highlight a positive shift in police force composition and policing tactics toward approaches that focus on community trust, outreach, and cooperation.

Additionally, like cities, public safety institutions are moving toward data-driven applications. Increasingly, smart cities use data analytics to increase efficiency and transparency, developing metrics with which to measure municipal operations. As this trend accelerates nationwide, police departments are adapting and learning from prior successes, developing their own crime metrics and using data analytics to forecast crime. Concepts like predictive policing and other data-driven public safety strategies will continue to attract debate, as they often rely on prior causal relationships between environments and past offenses. With such significant changes in how policing is administered in our cities, we must be cognizant of the nuances between communities and neighborhoods, and ensure a focus on equity is at the core of all public safety decision-making.

Cities are partnering more with the private sector, nonprofits and other intersectional partners in order to best approach these oncoming challenges. Only by working together can we effectively seize the opportunities to come. This is the century of the city and urbanity is the future of humanity. The future of cities is not something that can be predicted by simply looking into a crystal ball and pronouncing what will be next. Only through rigorous analysis of existing trends, working with city leaders and national experts, and forecasting what will impact cities can we collectively succeed—this report seeks to provide city leaders with a cogent analysis of what the future of cities will hold.

INFRASTRUCTURE

LONG RANGE TRANSPORTATION PLANS



Our analysis found:

82%

of cities lay out explicit intentions or strategy around ITS investment.

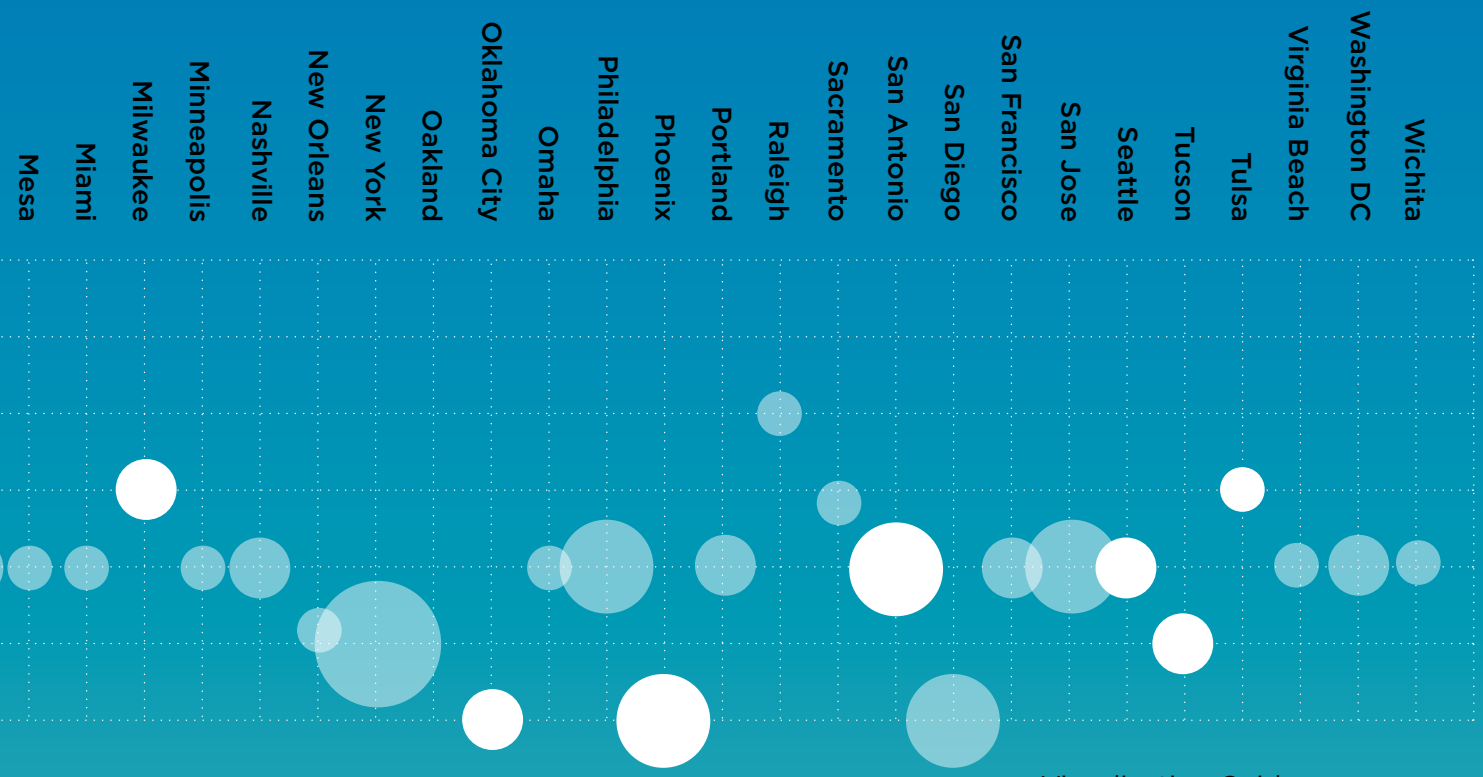
38%

of cities mention autonomous vehicles.

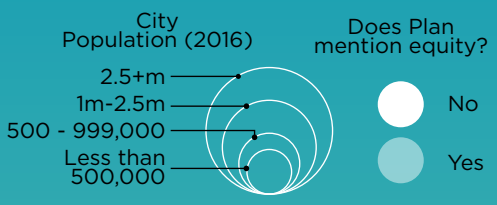
30%

of cities address the impact of TNCs, despite the fact that they operate in all of the markets in the analysis.

In order to examine factors at the nexus of equity, mobility and technology, we analyzed long range transportation plans from the 50 largest U.S. cities. In 19 of these cities, there were up-to-date (adopted after 2010) municipal transportation plans available. The remaining plans in the analysis are regional long-range transportation plans.



Visualization Guide



84%

of cities have a complete streets policy.

80%

of plans mention equity.

Mobility is critical to humanity's growth in the urban environment.

It is one of the major facilitators of human settlement and success. Where an individual goes, how they get there and the resources they have access to has the potential to influence nearly every other element of his or her life. As mobility and adequate infrastructure have become more widely regarded as civil rights, central to inclusion and critical to individuals' capacity to participate and prosper in the modern-day economy, they have simultaneously been significantly impacted by the overwhelming tide of technological forces.

Creating and sustaining a transportation network – a platform for commerce and human interaction – is one of the oldest and most important functions of government. However, as advancements in technology have occurred in concert with the development of new modes of transportation, this function has changed drastically.

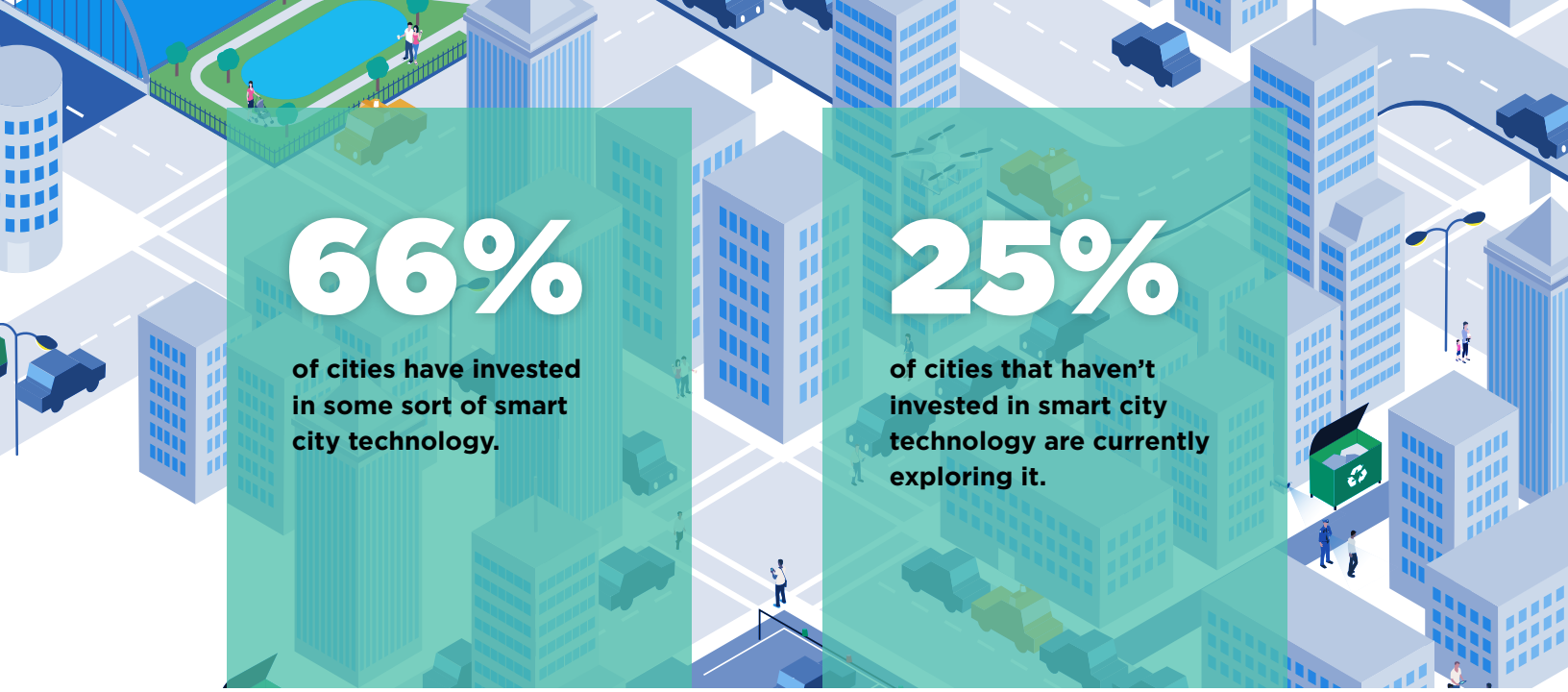
New technology is promising a hyper-connected future for cities in which driverless cars and smart city applications have the potential to improve services, efficiency and quality of life. We can imagine a not too distant future in which every consumer product and piece of infrastructure increasingly has the ability to sense surrounding stimuli, to communicate with other devices and people, and to draw on the computing and storage power of the cloud.

However, along with all of these exciting advances come a bevy of new questions about equity. Will the technologically driven city and mobility network of the future serve everyone? Will individuals have digital autonomy? How will we protect privacy? As we experience this moment of seemingly monumental transition, how do we ensure that low income communities and communities of color are not left further behind? With current demographic shifts, generational preferences, wealth creation and other factors pointing toward the continued growth of cities, the importance of mobility and infrastructure is ever-present. Simultaneously, the recognition that equity is driven and sustained by these forces presses city officials to ask new questions and prepare for a new future.

Infrastructure: 2020

More communities will move toward accessibility and multi-modalism as communities across America invest in and build out their transit systems.

Even as the mobility sector continues to change drastically, communities of all sizes across the country continue to invest in more traditional transit. Citizens are more willing than ever to make investments in new and improved transit systems. In 2016 there were 77 local measures on the ballot that proposed voters paying taxes, fees, or other funding or financing mechanisms to pay for transit or transportation related projects. This was the highest number of transportation ballot



Source: NLC's 2017 report, "Cities and the Innovation Economy: Perceptions of Local Leaders"

measures in one calendar year to date, and 71 percent of these ballot measures were passed by voters. This data is consistent with previous years. Since 2000, there has been an overall 71 percent approval rate of these types of ballot measures, even during politically polarizing ebbs and flows dominated by anti-tax sentiment.[3]

Currently we see many cities embarking on new transit projects and building out existing systems, with bus-rapid-transit (BRT) and streetcar systems gaining momentum and support. In 2017 there will be 10 new BRT lines opening in cities across the county, and six projects beginning construction that will likely be in service within the next five years.[4] There are also two new streetcar lines opening and four planned that will be either well underway or finished in this time frame.[5]

By 2020, expansion and improvement of transit systems and movement toward community design that favors accessibility and multi-modalism will enable more individuals to get to the places that they live, work, play, and pray without relying on the increasingly exorbitant expense of a single occupancy vehicle.

Smart city applications will be deployed in a more standardized and comprehensive way, and in cities of all sizes.

The conversation around smart cities has been largely driven by the private sector and aimed toward large cities with the organizational and budget capacities to do expansive projects. However, small and medium sized cities are beginning to see that smart city solutions can and should be deployed in an iterative manner and in a way that is consistent with their objectives. Context sensitivity is a primary consideration in the deployment of smart cities and small and mid-sized cities don't necessarily face the same problems as large cities.

As cities of all sizes begin to implement and explore smart city solutions, context and scale are front of mind for local leaders. A recent NLC survey asked cities whether they had invested in any sort of smart city technology, and 66 percent of city officials surveyed said yes. When asked about which types of smart city solutions they had adopted, they cited smart meters for utility management, intelligent traffic signals, e-governance applications, wifi kiosks and RFID sensors in pavement, among many others. Of the 34 percent of cities without any smart city systems in place, a quarter said their cities

VIEWPOINTS ON EQUITY

Anita Cozart, PolicyLink

Anita Cozart is a central figure in the equity movement. She is a senior director at PolicyLink and she oversees the organization's work across a number of issues, including transportation, housing, and equitable development. While all of the issues that she works on are directly linked to federal policy, PolicyLink's work is grounded in the impact it can make around policy change at the local level. "Much of what we do is to try to create links between innovation and ideas that are really advancing equity for low income people and communities of color at a local level. We also want to ensure that those great ideas and programs have an opportunity for scale, learning, and implementation at a national level," says Cozart.

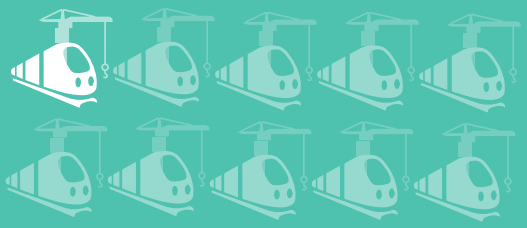
As PolicyLink has worked in this space, it has found that cities are prioritizing equity as they think about their programs, policy and constituency services. So much so that the organization has launched the All-In Cities[13] initiative, which helps city officials, community advocates, and other local leaders work together to advance racial economic inclusion and equitable growth.

The equity movement has changed and broadened enormously over the last decade, and there is a likelihood that it will continue to evolve. Anita added that "over the past 10-15 years since we began talking about equity, we've seen a lot of uptake in the advocacy space and in the non-profit and government sectors. There are also emerging leaders in the philanthropic and business sectors who are embracing the agenda." As the movement grows, and new sectors join the conversation, we may see some different language used to describe equity outcomes.

Technological forces have proven to have the potential to both enhance and hinder equity. If the focus is on delivering the highest degree of technology or producing the intervention that meets the needs of the technology company, then the outcome is more likely to hinder equity. If there is an attempt to use technological interventions to solve challenges for the most vulnerable

We can apply these principles to home-sharing, job-sharing, and ride-sharing, as well as to autonomous vehicles, and all kinds of technology including that which is being imagined and hasn't even been introduced yet.

Nearly 1 in 10 jobs in America is a transportation or infrastructure related job.



populations, there arises an opportunity to enhance equity. Solving problems for vulnerable populations, also improves conditions for a whole host of other people, creating cascading benefits (think the 'curb cut effect').[14] This is the approach that is necessary when we think about integrating technology into our cities.

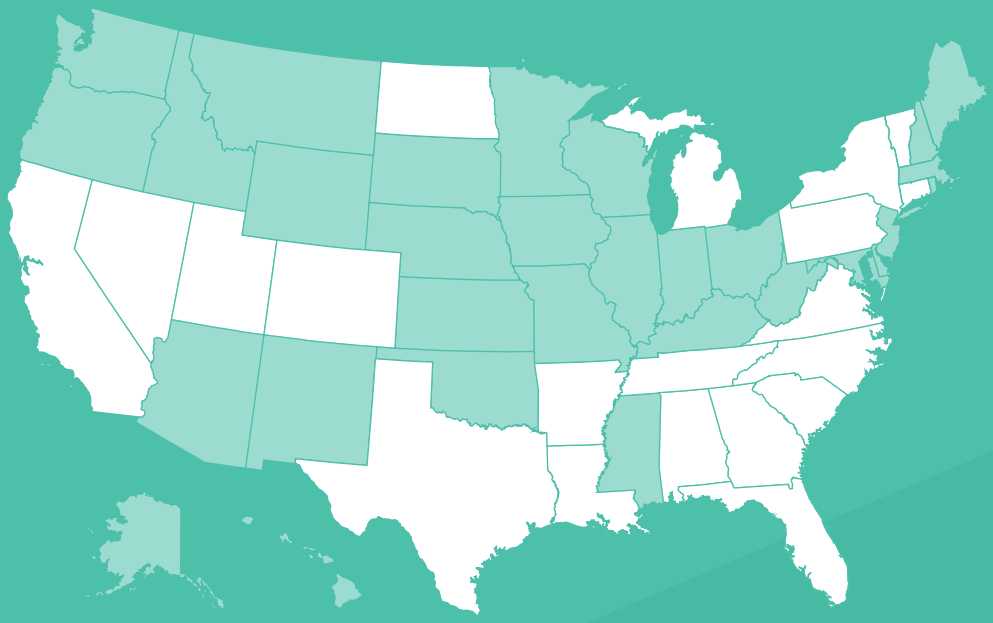
In thinking specifically about how equity applies to transportation and infrastructure, Cozart identifies the most pressing issues as access, affordability and employment.

"On the access side, there are national and local level studies that talk about the disparate access by income and race. When you couple that with affordability and see that the bottom 90th percentile of income earners are spending twice as much on transportation as the top 10 percent, it becomes evident that these two issues combine to create significant mobility hurdles for a majority of Americans."

An additional challenge is employment – nearly 1 in 10 jobs in America is a transportation or infrastructure related job, but the underrepresentation of women and people of color in these sectors compared to their overall participation in the workforce is cause for concern.

"In addition to harming minority communities, this underrepresentation threatens the viability of the transportation industry and the prospects of sustaining it with the skilled employment necessary." When we seek to solve these challenges, and begin to think about them from the perspective of people of color and low-income communities, the result will be a stronger, more resilient, and prosperous economy for everyone.

20 states
have passed legislation related to autonomous vehicles.



were currently exploring implementing some sort of smart city application.[6]

As these technologies becomes more commonplace in cities of all sizes and geographies, they have the potential to bridge some of the divides that exist between communities and their municipal government officials. In many cases, smart city solutions automatically inform city departments of deficiencies or areas where attention is needed rather than relying on communication or reporting from individuals who might not be comfortable interfacing with government institutions.

To date, one of the challenges related to deployment of smart city infrastructure is the lack of interoperability. Though not yet fully implemented, the National Institute of Standards and Technology (NIST) is working in conjunction with a number of other organizations on a framework for smart city development.[7] The framework is designed to address two main concerns: the interoperability and portability of information and communications technology (ICT) development across cities, and the need for standard architectural principles. Their goal is to establish enough standardization that systems can be integrated across cities, without standardizing so much as to create an obstacle for further innovation.[8] With some of the interoperability challenges removed, more cities and regions will be able to continuously roll out new smart city applications to make the lives of their residents easier and more seamless. By 2020, smart city applications and systems might look different, but ultimately, they will be more commonplace, seamless, and effective across locales.

Autonomous vehicle pilots will exist in all 50 states and fleets will be deployed in many communities.

Over the course of a few years, there has been significant policy movement toward autonomous vehicle (AV) testing. Twenty states have thus far passed legislation related to AVs.[9] Additionally, governors in Arizona, Massachusetts, Washington

and Wisconsin have issued executive orders related to the operation, testing or regulation of autonomous vehicles.[10] In January of 2017, the Department of Transportation (USDOT) announced 10 proving grounds to move autonomous vehicles testing from controlled to real world vehicle operating environments, with a focus on developing best practices for data sharing as well as future policy guidance.[11]

In addition to initiating testing programs, some cities, are deploying fleets of AVs. The introduction of autonomous Uber fleets in cities like Pittsburgh, Pennsylvania, and Tempe, Arizona, has gained significant attention. Between federal, state and local level action, some sources predict that driverless car pilots might be deployed in up to 30 cities by the end of 2017.[12] We can expect that several other cities will invite similar testing fleets and programs into their jurisdictions by 2020. In addition to pilot programs focused on ridesharing or single-occupancy use, we can also expect to see testing in the transit and freight sectors. Cities' usage of autonomous and connected vehicle technology in service fleets will also become much more common over the next 3-5 years.

This will have significant equity implications, as these pilots will set in motion any regulatory efforts that take place around AVs in these jurisdictions in the years to come.

Infrastructure: 2030

Roadways will be maintained via Vehicle Miles Traveled (VMT) or mileage based user fees.

Given the insolvency of the nation's Highway Trust Fund, and dwindling funding streams from federal and state level partners, policy makers are looking to alternate methods of paying for transportation infrastructure. VMT fees, also called mileage-based user fees (MBUF), are gaining traction as a plausible mechanism to fund transportation infrastructure. As cities continually move toward alternate financing mechanisms for infrastructure, mileage based user fee models will become more commonplace. MBUF require drivers "to pay based on distance driven and, perhaps other costs of road use, such as wear and tear on roads, traffic congestion, and air pollution."[15] Several states have completed large-scale pilot programs exploring the feasibility of charging drivers per mile traveled. The federal government recently committed to providing individual states and a coalition of sixteen states plus the District of Columbia (I-95 Corridor Coalition) with funding to support additional pilot programs.

Although no tax or fee program can be entirely equitable, there are pertinent concerns related to equity that arise with the prospect of instituting MBUF. Concerns include the ways in which this system could disproportionately affect rural and low income drivers. One of the solutions to the challenges faced by individuals in rural areas is to structure the fee system into aggregate zones that separate rural and urban roads and to charge fees according to which zone the travel occurred. A portion of revenue from MBUF could also be devoted to improvement of rural transit and public mobility options.[16] Other equity challenges might include the electronic billing of those who are unbanked, and the additional burden placed on low income and rural drivers that drive older, less fuel-efficient vehicles. Even with these concerns about social equity, there are plenty of policy options in an MBUF

system to address them. Future MBUF systems could be structured in a progressive manner or even be eliminated for drivers who live in households under a specified income level.[17]

Employers will be much more conscious of job sprawl and locating their offices in desirable and accessible places.

Younger entrants into the workforce are showing increasing preference for offices located in city centers, and at the very least, in close proximity to different mobility modes. As Millennials are eschewing cars and showing preferences for other modes of transportation like biking and walking, it is hard to imagine that they will suddenly feel the urge to purchase cars and start driving to work.[18, 19] This means that offices will need to be located in proximity to all of these transportation options, as well as to the metropolitan areas that this generation prefers in order to attract the best workers.[20]

Employers addressing the demands of a generation that prefers to work in a transit friendly, metropolitan area is another example of a rising tide that lifts all boats. In addition to making their companies more competitive, it also addresses the issue of job sprawl. Job sprawl is defined as "low-density, geographically spread-out patterns of employment growth," in which a majority of jobs in a metropolitan region are located in the suburbs versus the region's city center.[21] Job sprawl is a symptom of urban sprawl, and often results in a phenomenon called spatial mismatch. Spatial mismatch refers to instances in which low income communities and communities of color are unable to easily access jobs, as a result of increasing job sprawl and limited transportation options. Low income households are disproportionately affected by job sprawl, and the rising cost of transportation impacts these households more severely.[22] A Brookings Institution study indicates that for working-poor homeowners, nearly 25 percent of their household income is consumed by housing and commuting expenses alone. This is comparable to 15.3 percent, on average, for other households. For those working-poor individuals who rent, 32.4 percent of their household income is consumed by these costs.[23]

As more cities and employers actively embrace the equity movement, they will recognize that locating jobs in areas that are accessible to transit and other mobility options is good for the economy as a whole. It bolsters the tax base and benefits everyone in the region, especially low income households and communities of color that are overwhelmingly disadvantaged by inequitable job locales. By 2030, the majority of jobs will be located in cities' central business districts once again.

Autonomous technology will be commonplace in our mobility networks.

Fully autonomous vehicles will be deployed first in major cities, but by 2030 they will

By 2030, the majority of jobs will be located in cities' central business districts once again.

Fully autonomous vehicles will be deployed first in major cities, but by 2030 they will likely be ubiquitous with everyday life in cities of all sizes and geographies.

likely be ubiquitous with everyday life in cities of all sizes and geographies. City officials and regulators will continue to confront significant issues related to regulation, traffic management, and safety of AVs. This will be exacerbated by the continued promise of deployment on our roads and the increased commingling of varying levels of automated vehicles with varying levels of connected vehicles and traditional non-autonomous vehicles. To date, nearly every major car manufacturer has set a deadline of producing fully autonomous cars by 2021, with China's Baidu aiming for 2019 and Tesla aiming for the end of 2017.[24, 25] Outside of major metropolitan areas where pilot projects are already taking place, the adoption of driverless cars will be determined largely by the private sector, requiring local leaders to anticipate and adapt as the sole means of transportation for their citizens and a significant portion of their local economy changes in the span of a few years.

The first transportation sectors likely to see mainstreamed use of autonomous vehicle technology include the freight/trucking industries and the transit industry. Even before trucking becomes fully automated, single truck drivers will have the ability to lead caravans of trucks that are remotely linked to a lead driver for long-haul trips. Eventually, this will threaten the jobs of millions of professional truck drivers (between 2 and 3.5 million, depending on the source).[26] The change will ripple through countless small towns with cottage service industries that rely heavily on the working-class incomes that truck drivers receive today.[27]

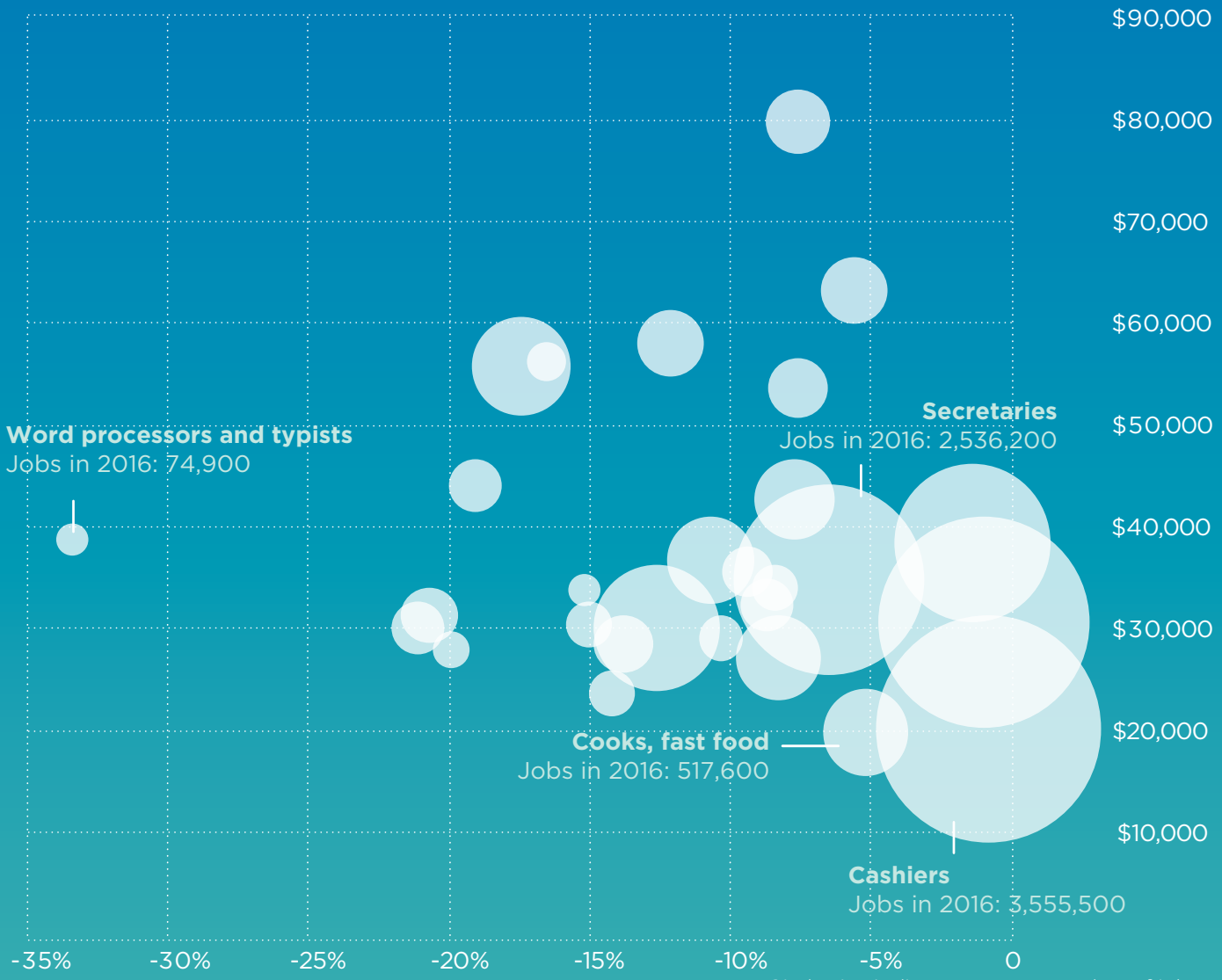
Transit agencies will also be among the first to adopt autonomous technology. Honolulu is already running the first fully automated rail line in the nation, and bus fleets are ripe for automation as well. There are a number of companies providing automated shuttle service that might serve first/last mile and closed route trip needs such as Local Motors, Navya, 2GetThere and EasyMile.[28] Other discussions surrounding automated transit have suggested fixed route busing, platooning BRT, and paratransit.[29] While there is a great deal of potential to expand transit service, there are equity concerns inherent in the elimination of professional driving and transit operation jobs, which have historically had relatively low barriers to entry. Cities will need to consider the impact of adopting these new technologies on their local economies.

ECONOMIC DEVELOPMENT

FUTURE EMPLOYMENT TRENDS

Ten Year Projections, 2016-2026

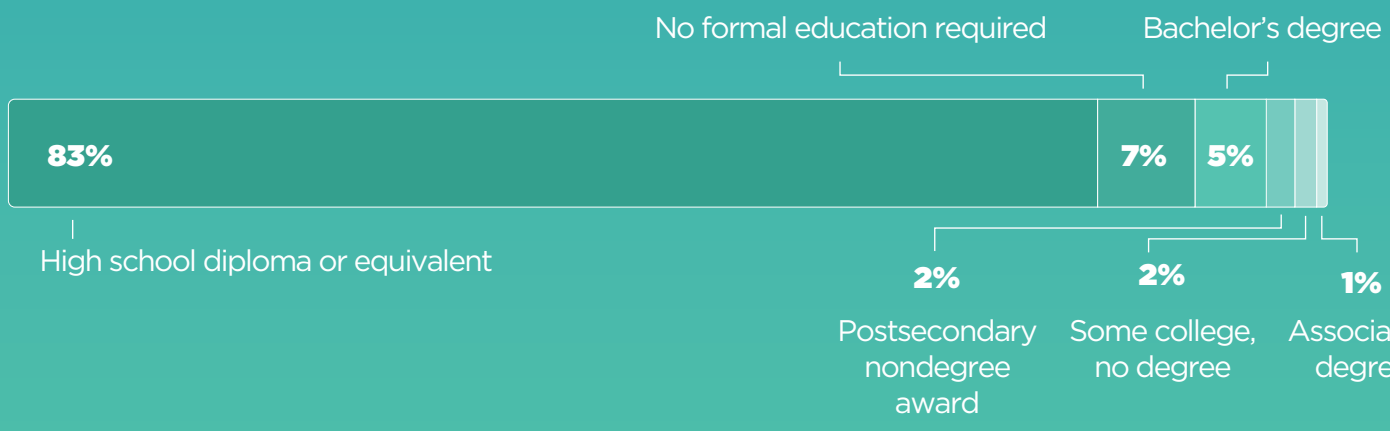
OCCUPATIONS EXPECTED TO DECLINE



Circle size indicates current number of jobs

DECLINING OCCUPATIONS IMPACT HIGH SCHOOL EDUCATED MOST ACUTELY

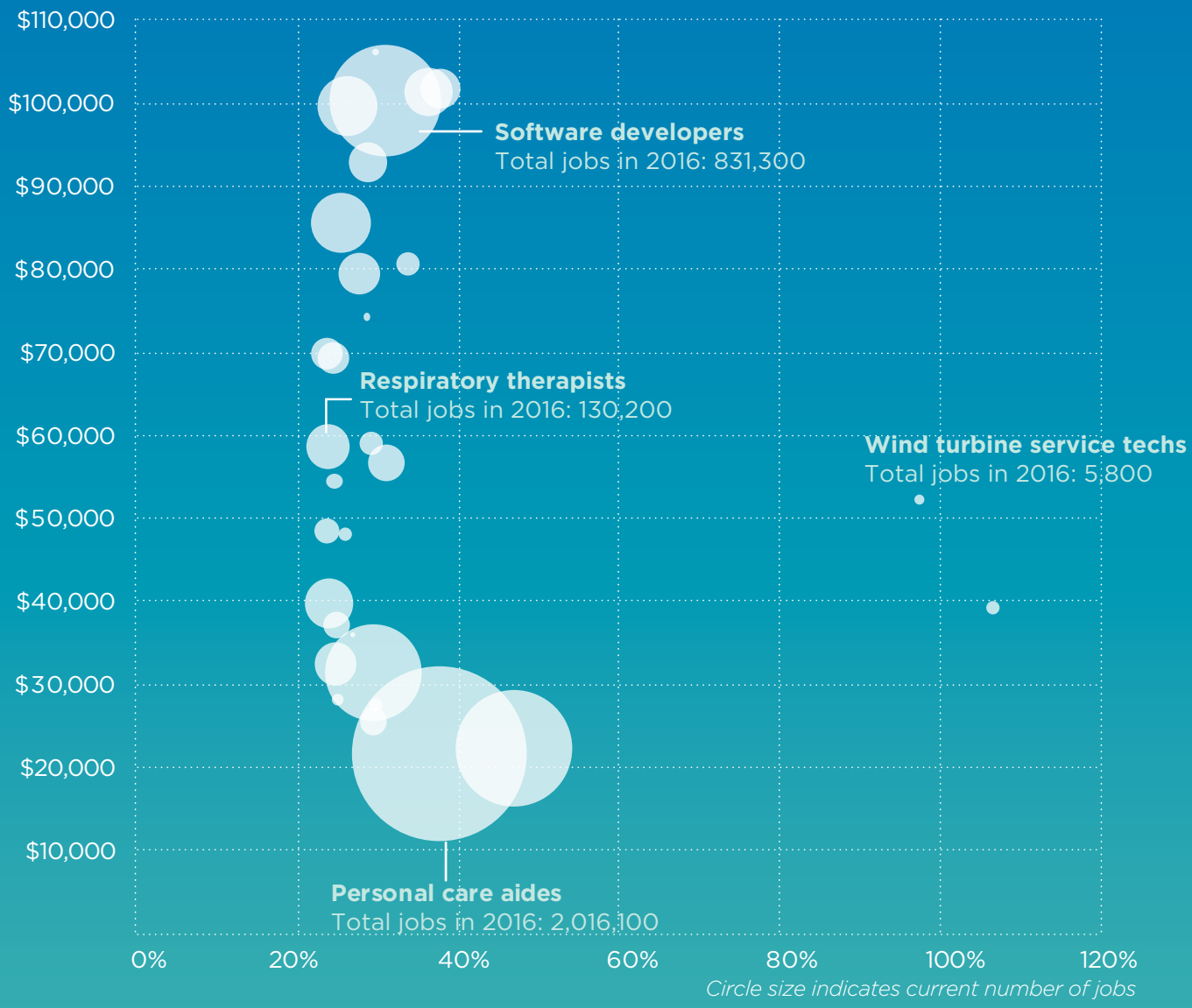
Percent of jobs lost by level of education required



Source: Bureau of Labor Statistics "Employment Projections: 2016-26"

OCCUPATIONS EXPECTED TO GROW

Few New Jobs Likely for Middle Income Occupations



FASTEST GROWING OCCUPATIONS WILL NOT CREATE JOBS EQUALLY

	PERCENT CHANGE (2016-2026)	NUMBER OF JOBS (2016-2026)
Solar photovoltaic installers	105%	11,900
Wind turbine service techs	96%	5,500
Home health aides	47%	425,600
Personal care aides	37%	754,000
Physician assistants	37%	39,700
Nurse practitioners	36%	56,000
Statisticians	33%	12,400
Physical therapist assistants	31%	27,200
Software developers	31%	253,400
Bicycle repairers	29%	3,700

Cities are becoming more diverse, but simultaneously more segregated and inequitable.

Ninety-eight percent of growth in the hundred largest cities since 2000 was from growth in minority populations. A Brookings Institution analysis of the 2011-2015 American Community Survey found that despite this increased diversity in cities, racial segregation has only moderately declined.[30] Dominantly white neighborhoods in cities were 79 percent white in 2000 and 72 percent white in 2015, despite the overall white population in cities having dropped from 64 percent to 56 percent during the same period. For neighborhoods outside of large metropolitan areas, this reduction was even lower, from 84 percent to 80 percent. While these are national trends, there remained a marked difference in diversity between large coastal metropolises and smaller, inland cities. Cities such as Las Vegas and Orlando became markedly more diverse due to increased migration as well, particularly in the American south and sunbelt. This phenomenon has made Houston the most diverse city in America, surpassing New York in 2010.[31] As a nation, higher birth rates for racial minorities are projected to make the aggregate minority population a majority of the country by 2043.[32]

The fastest growing urban employers are high-skill and high-wage, while the largest net growers of jobs are lower-skill and lower-wage. There is an emerging cleavage between the largest urban employers and the fastest growing urban employers. In the majority of cities, the fastest growing employment sectors are high-skill and high wage, but unfortunately these sectors are not likely to add the same number of aggregate jobs as much larger and lower-skilled sectors like retail, food service, and office administration.

The majority of wage growth over the past quarter century has gone to high-wage workers, while low and middle-wage workers have seen their earnings grow by only 14.7 percent and 16.8 percent respectively.[33] This serves to exacerbate existing inequalities in educational attainment and economic access. Even more starkly, earned income growth was negative for the bottom 10th, 20th and 50th percentile of the workforce, while it reached 16.9 percent for the 90th percentile. In addition, the average median wage for people of color in the United States is more than 22 percent lower than the wage for white workers, making the lowest percentiles dominantly communities of color. Relationships like these are exacerbated by differences in educational attainment, where African-American and Hispanic Americans are 15 percent less likely to hold a four-year degree.

Community Centers Offer Path to Economic Opportunity in Underserved Neighborhoods

In response to many of these community challenges, Neighborhood Centers, Inc., an outgrowth of the older settlement houses founded a century ago, has grown to become the largest non-profit human services provider in Texas, operating 75 service centers in the Houston area. These centers partner with other local service providers to offer cradle to career services focused on economic access. In 2010, the first federal Promise Neighborhood planning grant in Houston was awarded to Neighborhood Centers, Inc. to develop the Gulfton Promise Project, a center in Houston's most densely populated and underserved neighborhood which now hosts a charter school, adult education, citizenship classes, expanded health services, an opportunity center for financial education, and other community spaces.

Economic Development: 2020

The fastest growing metropolitan areas will be responsible for the bulk of job and population growth, but also rising inequality.

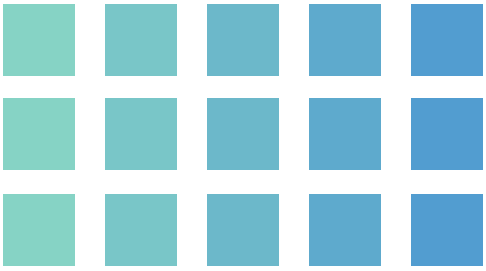
The fifteen fastest growing metropolitan areas have already been responsible for over half of new jobs and three-quarters of births from 2000 – 2014.[34] This incredible growth has also created challenges, as much of the population growth is from immigrant communities who face barriers to equal economic access. In an Urban Institute white paper, Pendall and Turner used growth, job quality, cost of living, diversity, and disparities in economic opportunity as indicators with which to cluster the largest 99 metropolitan areas of the country. Some of the main barriers to economic access in America's cities include language barriers, affordable child care and healthcare, and access to public transportation.

Urban economies will be more segregated, and health and personal services will be the fastest growing employers.

As our economy becomes more segregated, cities will be no exception. In many cases, this segregation will be more severe in urban markets where rising real estate prices have outpaced wage growth. While it is difficult to say what the economy of the future will look like, there are indicators that will become more prominent and pervasive by 2020. The hollowing out of mid-skill and mid-wage employment will continue, albeit variated across geographic regions. While some urban centers will attract younger populations of high-earners, others will attract older populations, often supported by a low and mid-wage service industry. Cities that are experiencing the greatest demographic growth, will continue to grow a mixed economy, likely proving to be the most resilient over time. While cities will experience greater segregation between them, they will also see inequality grow within them. Cities that put in place policies that encourage the growth of a middle class, equal access to education and infrastructure (including financial and digital), and a floor for those most vulnerable will be the cities that encourage a diverse population and economy.

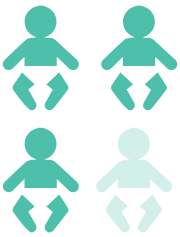
FROM 2000-2014

The fifteen fastest growing metropolitan areas have already been responsible for



over half of new jobs

three-quarters of births



Economic Development: 2030

Rising inequity will threaten the long-term social stability of urban economies.

Cities are for everyone, but they haven't always been. Historically, the populations in cities have changed over time, adapting themselves to changing social, technological, and workforce shifts. In the urban economies of pre-war America, cities were centers of industrial production centered along strategic trade routes. This made them crowded, dirty, and impoverished. At that time, the emerging middle class of doctors, lawyers, financiers and public servants earned only slightly more than industrial laborers and artisans. The real wealth of the Gilded Age was in huge family fortunes, often held in estates in the countryside or wealthy city manors. Following two world wars, social and policy shifts as well as incredible economic growth altered the preferences and settlement patterns of many Americans. As a strong middle class emerged, cities became increasingly impoverished and neglected due to the fact that highways and trains along with the unfortunate social ills of "white flight" encouraged many to relocate from the city to the suburbs. This culminated in some cities experiencing challenges and, in some cases, the collapse of certain urban economies in the 1980s.

Today, an urban renaissance is occurring as high-earners and populations of all ages return to large cities. Cities are once again an exciting and diverse mix of industries and populations. But as wealth returns to cities that are now confined by zoning and health and safety codes, the growing population is contributing to gentrification, higher rents, and rising inequality. Poorer residents are being priced out and cities are becoming emptied of middle-income jobs.

If this trend is brought to its ultimate conclusion, cities will become increasingly segregated, with entirely different economies found within a few miles of each other. This will have profound implications for economic access, as opportunities are increasingly only available in the most expensive cities, which debt-burdened students or lower-income families will not be able to afford. Cities must decide how they will offer economic access to their most vulnerable populations through affordable housing, access to education and workforce development. Cities that establish partnerships with public universities, such as those offering free tuition like CUNY and SUNY in New York, are providing the best kind of start to their younger residents, and are encouraging entrepreneurship from students who finish their degrees debt-free. There are many innovative approaches cities and their states can take to ensure equal economic access to all of their residents in the future, but this issue will only increase in importance over the coming decades.

Cities' populations will age rapidly.

As a nation, and within our cities, our population is aging. The number of Americans over 65 will double between 2000 and 2040, while the number of adults over 85 will quadruple over that period.[35] Over the next two decades, elder Americans over 65 will make up 20 percent of the population.[36] Declining fertility rates, longer life expectancy and the increasing ease of aging

Equitable Economic Development

FELLOWSHIP

National League of Cities' (NLC) Equitable Economic Development (EED) Fellowship offers case studies and municipal tools for increasing equitable economic access. Launched in 2016 through a partnership between NLC, the Urban Land Institute and PolicyLink, the EED Fellowship selects six cities

Boston

- Restructuring its existing Boston Youth Options Unlimited to serve as a worker co-operative incubator.
- Ensuring worker co-ops can access existing city services while finding new sources of investment for them.

Charlotte

- Creating a pilot workforce development program in partnership with Goodwill and its regional Urban League.
- Implementing a recruiting database in cooperation with workforce development partners.
- Requiring Business Investment Grant recipients to recruit from the aforementioned database.
- Establishing a funding mechanism for workforce development and small business capacity-building programs.
- Enhancing the CharlotteBusinessResources.com web portal with consistent evaluation, preventing duplication of services and connecting larger employers with small local businesses for contracting and procurement.

across America and works with them over a year on an action plan to spur equitable economic development. Below is a summary of some of the tools used by last year's cities.

Houston

- Creating an incentive program to attract large employers to east Houston that will provide jobs that align with the community's skill and education-level.
- Collaborating with the city's Office of Business Opportunity to focus on the development and support of small businesses in east Houston.

Memphis

- Inaugurating the Bluff City Match Program, that creates incentives for owners of vacant or under-utilized commercial space in targeted areas to match their properties with small and minority-owned businesses and entrepreneurs.

Milwaukee

- Launching a project to identify partnerships to match city owned and managed mixed-use properties with small entrepreneurs to service communities lacking economic activity.
- Exploring a local commercial real estate training program that attracts people of color to the commercial real estate development field.

Minneapolis

- Piloting a capital access project for disadvantaged businesses in north Minneapolis that are not of a similar small business profile already targeted by the city's Business Technical Assistance Program.

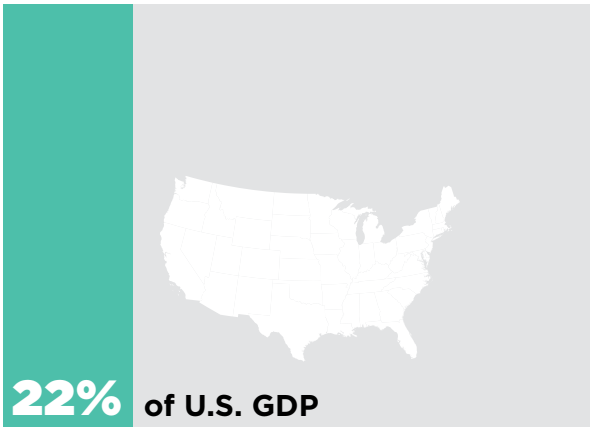
in place will mean urban populations will age significantly in this period. The median age in Houston, for example, will increase from 33 in 2010 to 38 by 2040.[37] In New York City, the overall population is projected to increase by 13.9 percent from 2010 to 2030 while the elderly population is expected to increase by 44.2 percent. In contrast, the school-age population of children in New York is expected to decline from 17.5 percent of the city in 2000 to 15.4 percent in 2030.[38] These trends are iconic of the way our cities are changing, and will cause challenges for how cities plan and evolve to meet their residents' needs. School systems, health care, mobility and the housing markets will all be impacted, and the aggregate effect of these demographic changes on urban economies will be substantial.

Urban aging populations will drive growing sectors with low productivity growth, such as healthcare, and become main drivers of urban consumption.

As cities become older in population, demand for healthcare and personal care services will increasingly be the drivers of urban economies. These sectors have lower productivity and wage growth than others, and may weigh on urban economies. In addition, consumption is a key driver of urban economies. Consumption as a fraction of U.S. GDP grew to 68 percent in 2015.[39] The ten largest cities in America already account for just over $4 trillion in consumption, or over 22 percent of U.S. GDP.[40] A McKinsey Global Institute (MGI) report argues that elderly and retired consumption will generate 51 percent of urban consumption growth by 2030.[41]

The ten largest cities in America already account for just over $4 trillion in consumption

Also equal to



While much of the future job growth may be in healthcare, MGI found that the elderly and retired will contribute more than 40 percent of consumption growth in housing, transport, and hospitality sectors. The demographic shifts that will occur in urban centers over the next decades will impact our urban economies, with significant growth in service sectors. While the elderly population tends to be at its peak in terms of wealth, there are many who have not adequately saved to prepare them for the expenses of increased life expectancy and aging in place. Unfortunately, MGI predicted that this trend will exacerbate already latent inequalities.

New technologies like blockchain will increase financial access and reshape urban economies.

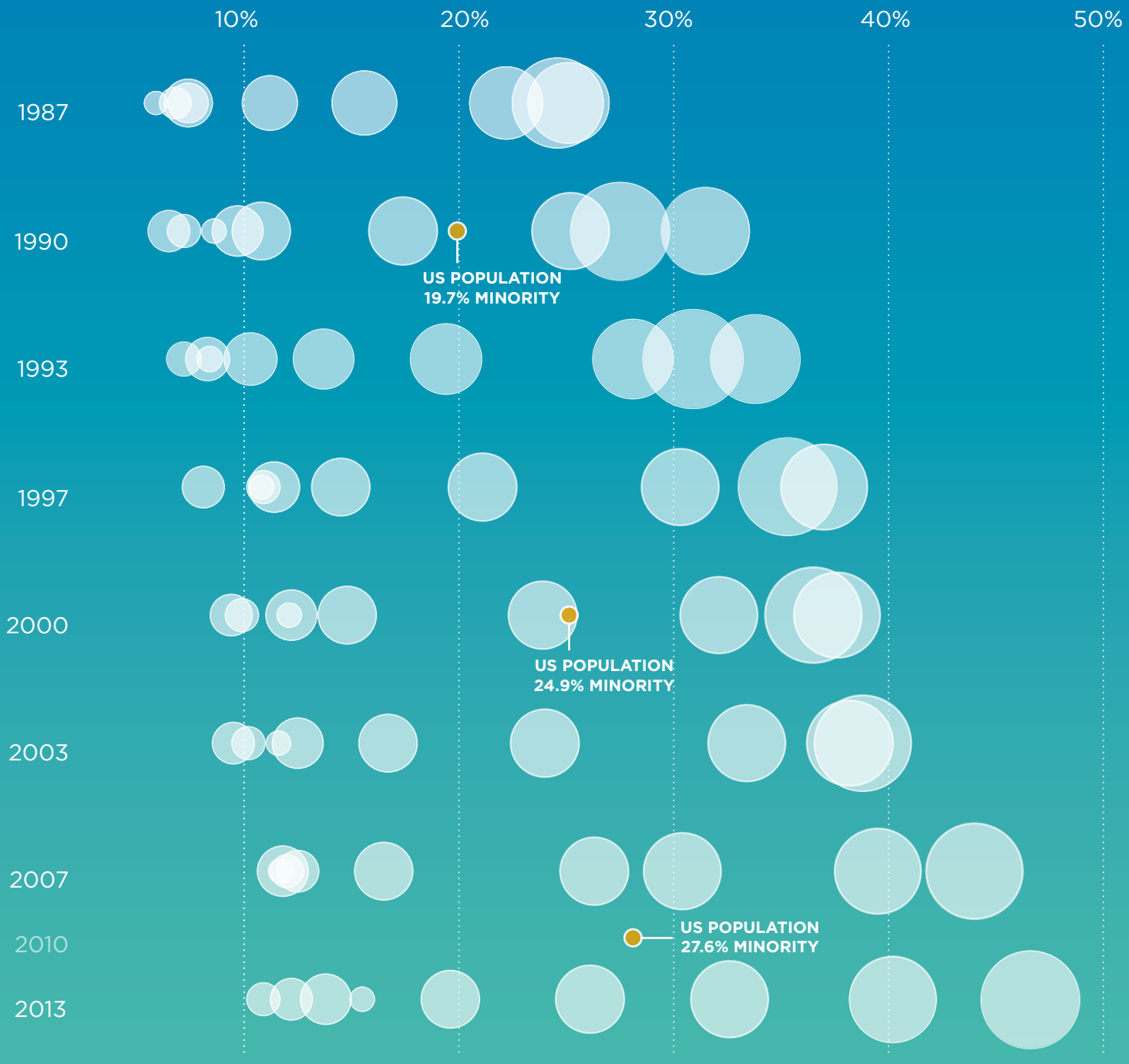
While bitcoin and other cryptocurrencies have garnered much of the attention this year, the technological platform over which they operate promises trustless and secure peer-to-peer exchanges. This has the opportunity to revolutionize urban economies. Blockchain is already powering nascent experiments in local producer-consumer power generation, where homeowners install solar panels on their homes and sell their excess power to their neighbors. As local economies transform, residents will be increasingly empowered to produce, sell and buy in their neighborhoods, making larger investments like a car or solar panels financially viable. Bitcoin and other cryptocurrencies also have the potential to revolutionize the financial sector by reducing or eliminating the role of the intermediary and increasing access to financial accounts, financing, and investment. This may have an outsized impact for equitable economic access in communities across America. The FDIC estimated in 2015 that 7 percent, or approximately 9 million households in the U.S., were unbanked entirely. An additional 19.9 percent, or around 24.5 million households, were underbanked.[42] By contrast, the Pew Research Center found that nearly 90 percent of American adults are online and over three-quarters owned smartphones.[43] Families that have virtual wallets rather than accounts at traditional banks could exchange value for much lower costs, and face no minimum balance requirements, credit checks, or prohibitive fees.

PUBLIC SAFETY

DIVERSITY IN AMERICA'S POLICE DEPARTMENTS

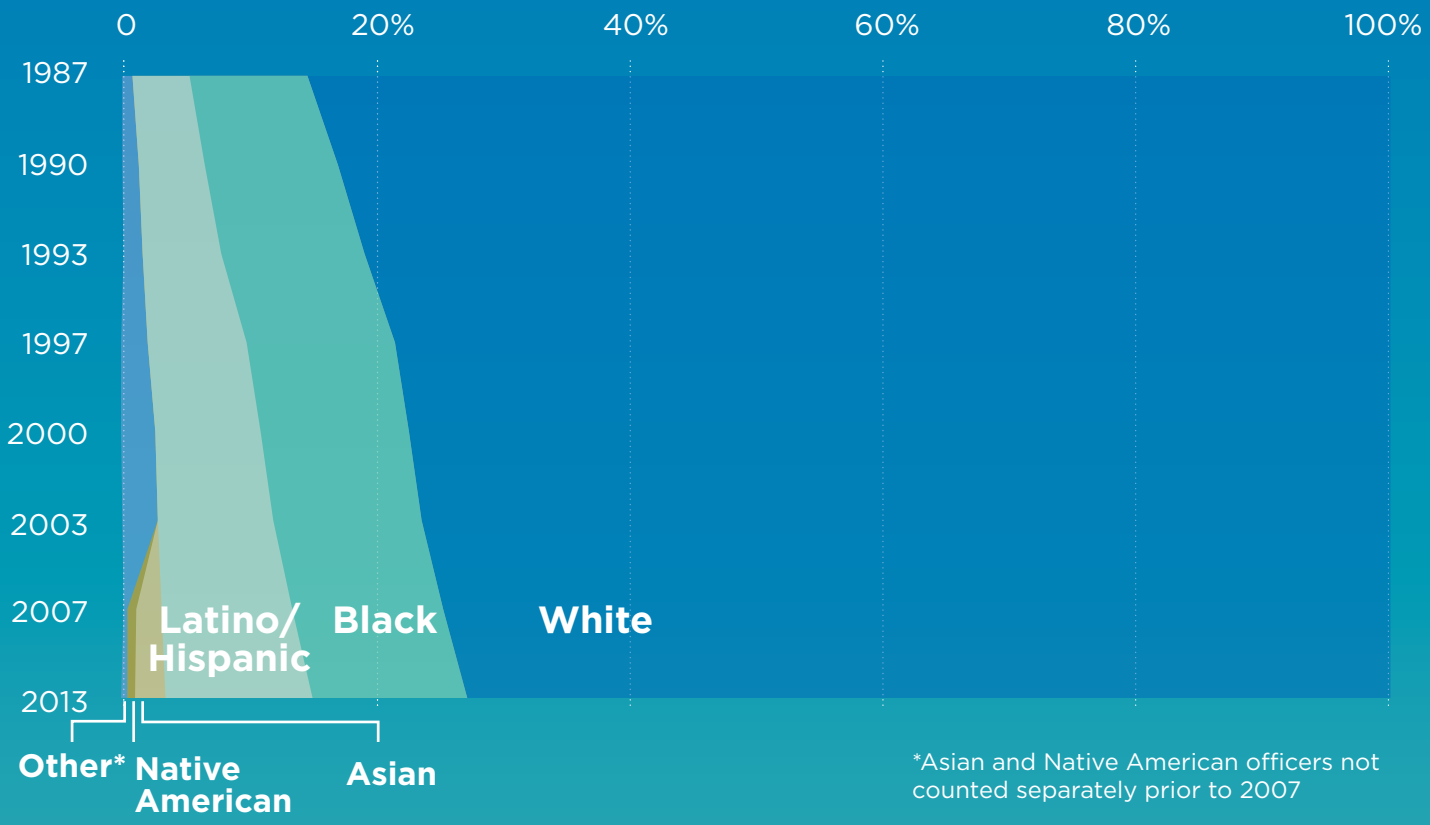
PERCENT MINORITY OFFICERS BY POPULATION SERVED, 1987-2013

Larger Cities Have More Diverse Police Forces



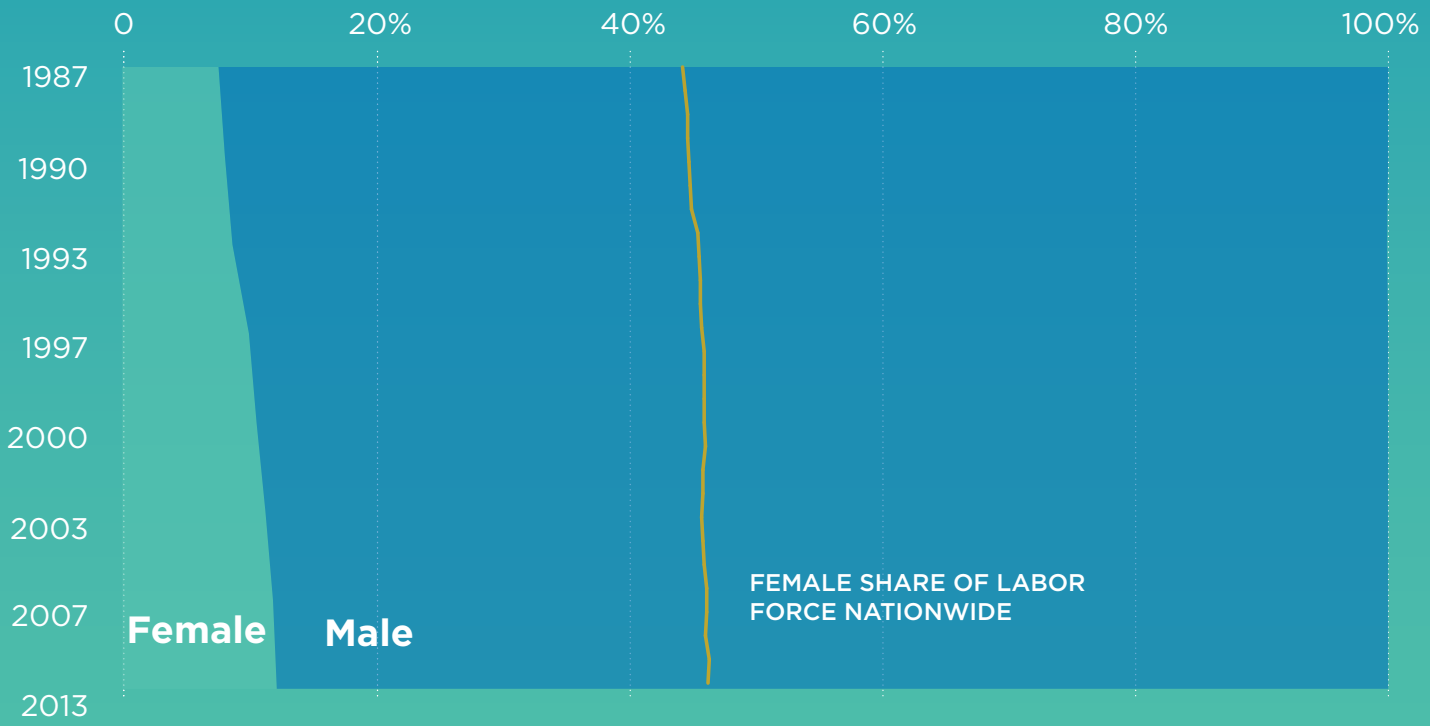
Averaged percent minority shown for communities of different size categories:

RACE OF OFFICERS NATIONWIDE



*Asian and Native American officers not counted separately prior to 2007

SEX OF OFFICERS NATIONWIDE



Police departments are beginning to better reflect the urban populations they serve.

Our cities are becoming more diverse and police departments are becoming more representative of the populations they protect. In 1987, only 8 percent of officers were female, while in 2013 women make up 12 percent of forces.[44] Also in that year, less than 15 percent of police officers were from a racial or ethnic minority, while in 2013 27 percent are. This trend is more pronounced in larger and more diverse cities. As police departments become more representative of their surroundings, they have also become more likely to adopt community policing in their mission statements, with nearly 70 percent of departments emphasizing community policing as of 2013. In departments serving populations of 25,000 or more, this ballooned to 90 percent. The same can be said for police departments that have problem-solving partnerships with local community organizations. While a majority of police departments serving populations of 25,000 or more have formed these partnerships, 86 percent of departments who serve over 1 million residents have these partnerships. These trends highlight a shift in policing tactics toward approaches that focus on community outreach and cooperation. However, this shift is primarily occurring in larger jurisdictions first.[45]

Public safety institutions moving toward data driven applications. Increasingly, cities are using data analytics to increase efficiency and transparency, developing metrics with which to measure municipal operations. As this trend accelerates nationwide, police departments are also adapting and learning from prior successes, developing their own crime metrics and using data analytics to forecast crime. Philadelphia has been one of the most forward-leaning cities in this space. A team of researchers from the Temple University Center for Security and Crime Science examined U.S. Census and crime data from the Philadelphia Police Department within a two-week period. They found that these factors combined with community characteristics and crime counts from the previous year, generated the best prediction of how likely it is for a specific type of crime to occur in a certain area. The university then partnered with a civic geospatial software and data company called Azavea to develop software that will predict future crime risk potential along with a visual and statistical report, which is offered free to police departments.[47]

Concepts like predictive policing and other data driven public safety strategies will continue to attract debate, as they often rely on prior causal relationships between environments and past offenses. While broad aggregate statistics show a strong relationship between heat waves and violence, for instance, it remains to be seen how robust the relationship is at a more micro level. And while predictive policing may be possible in large cities such as Philadelphia, it is challenging to scale in smaller jurisdictions that lack robust crime

Community Policing

Community policing is the concept that trust and mutual respect between police and the communities they serve is critical to public safety. It is a law enforcement strategy that emphasizes the systematic use of community engagement, partnerships and problem-solving techniques to proactively address conditions that cultivate crime and social disorder. Community policing emphasizes a "guardians not warriors" mindset that can significantly benefit both police officers and the communities they serve. Collaborating with community members to identify needs, establish best practices and provide feedback for law enforcement is common practice. Community policing requires cooperation among police, citizens and local decision-makers in order to forge effective partnerships that combat criminal activity. While cities have made tremendous progress through the adoption of community policing strategies for positive, proactive engagement with the public, there is much more to be done. Although it is down nationally, in many cities across the country crime continues to be a significant barrier to individual and family safety, quality of life, and social cohesion, particularly in racially diverse and disadvantaged neighborhoods.[46]

history. With such significant changes in how policing is administered in our cities, we must be cognizant of the nuances between communities and neighborhoods, and ensure a focus on equity is at the core of all public safety decision-making.[48]

Public Safety: 2020

Body-worn cameras, Automated License Plate Readers and other recording technologies will become nearly ubiquitous in public safety agencies.

Body-worn cameras are becoming widely adopted with positive results. While the national debate over police transparency continues, police departments are moving ahead. In 2015, the U.S. Department of Justice announced $20 million in aid to local agencies purchasing these cameras. Today, at least 35 states are passing or have passed funding bills specifically for body-worn cameras (BWCs).

Today, at least 35 states are passing or have passed funding bills specifically for body-worn cameras (BWCs).

As police departments nationwide adopt BWCs, episodes of police brutality and misconduct are becoming more publicized, provoking controversy. While these episodes erode community trust, the subsequent adoption of BWCs aims to increase internal and external transparency. In a year-long study on the impact of BWCs in Mesa, Arizona, officers who did not wear body cameras performed 9.8 percent more stop-and-frisks and made 6.9 percent more arrests. Officers who did wear body cameras in turn issued 23.1 percent more citations, initiated 13.5 percent more interactions than those without the cameras, and were 25.2 percent more likely to perceive the camera as helpful during interactions with the public.[49] Officers in this study were less aggressive in their encounters with the public, feeling reassured by the presence of body cameras. This ultimately led to a wider acceptance of BWCs by officers who had used them, a reduction in arrests and an increase in interactions.

Another year-long study in Rialto, California, showed a 59 percent reduction in use-of-force incidents and an 87 percent reduction in civilian complaints following the adoption of BWCs.[50] A more recent study conducted with the Orlando Police Department between March 2014 and February 2015 showed a 53 percent drop in response-to-resistance incidents among the officers with BWC, as well as a significant reduction in civilian and officer injuries. The report also showed initial reluctance on the part of the police officers to wear body cameras, but a recognition of its utility afterwards, citing improved evidence collection, report writing and individual reviews.[51]

In addition to BWCs, police departments will also be able to use an interconnected web

Challenges with Predictive Policing

As policing becomes more reliant on data and moves steadily toward predictive policing models, it may increasingly focus on certain racial groups or income classes. Furthermore, as departments become increasingly equipped with advanced technology and their intelligence gathering widens, there are significant threats to privacy. The data police departments are already gathering could be used to determine individual identities and their movements in public space. Strong public oversight and transparency is an essential prerequisite to such powerful tools being used for policing communities. It is important that police departments always move to interact rather than intervene in their communities, relying on community relationships and interpersonal intelligence and not solely datasets to reduce crime.

of sensors, such as those already deployed by ShotSpotter, to reduce response times and increase their intelligence gathering. Automated License Plate Readers (ALPR) are another example of a growing sensor technology that enables police departments to read and process up to 1,800 license plates a minute. A 2011 Police Executive Research Forum survey of over 70 departments found that 71 percent already use ALPR technology, and 85 percent expect to acquire or use it in the next five years.[52] Clearly, as computing moves to the fringes more generally, creating a connected internet of things, police departments will be no exception.

Police officer culture will grow to accept BWCs.

As police departments increasingly adopt body-worn cameras, preliminary studies indicate that these cameras will bring positive benefits to both police officers and the communities they police. The previously mentioned study with the Orlando Police Department found that 74.4 percent of officers thought that all front-line police officers should be equipped with BWCs. Further, 25.6 percent of officers found that their own behavior was directly impacted by the camera, and 28.2 percent found that the cameras impacted the behavior of the residents they encountered. Interestingly, 41 percent of officers perceived that BWCs influenced their fellow officers' behavior, meaning officers were less likely to admit their behavior was influenced by BWCs than their compatriots. An overwhelming majority of officers found that BWCs improved their evidence collection, recollection of events, and reporting, while 69.2 percent found that it made them better police officers.[53]

Police departments will increase their data collection and analysis workforce, and more funding will go towards advanced technology and updating their data centers.

Police departments are already moving funds towards their data science departments while also taking advantage of federal grants to purchase drones, body-worn cameras and other advanced technology. With an increase in data collection and the general trend of the public sector relying on data to support policy decisions, police departments will increasingly invest in data collection, analysis and possibly even begin to hire data scientists.

Public Safety: 2030

Police departments will increasingly leverage technology to increase efficiency.

Much of the current movement toward data collection is not targeted towards specific activity, but rather collecting data indiscriminately and using computer algorithms and databases to detect an expired registration or the sound of a gunshot. The data collected today is governed, in most cases, by state law, and some states have moved to exempt such data from public records law. The lack of public oversight and broad reach of the data collected is concerning to privacy advocates who call for more transparency, stricter public oversight, and data use policies that ensure privacy and equity.

As smart policing increases, the data collection capabilities of police departments will become less inclined toward wide-ranging data collection and more reliant on historical relationships in datasets and smart algorithms. While this trend is a potential boon to understaffed and resource-starved departments, allowing them to more easily and efficiently monitor their jurisdictions and respond to incidents, this shift also has equity implications. One such implication is a gradual move toward predictive policing, or the reliance on historical crime patterns as well as community indicators such as income and education, which are often highly correlated with race and ethnicity.

While predictive policing focuses on more efficient deployment of police officers, the debate over the effect of increased police presence continues. A 2015 report from the Brennan Center for Justice at the New York University School of Law sought to identify the factors which caused the decline in crime in the past two decades from its height in 1991. While the report did not find that increased incarceration rates led to a reduction in crime in the 2000s, and only a 6 percent reduction in crime in the 1990s, it identified the use and adoption of CompStat as responsible for a 5-15 percent reduction in crime.

CompStat is the progenitor of today's predictive policing, first adopted in New York City to find patterns in subway crime in the 1980s.[54] While these trends are positive, it is essential for police departments to put in place the correct policies for using and storing the data they are collecting. Data has privacy implications and clear policies for the storage, use, and destruction of that data must exist before it can be used.

Data use will be coupled with effective police training, in which there will be a greater emphasis on equity.

Today, the conversations surrounding data and technology, use of force, and policing approaches are wracked with tension. This tension continues to be stoked by a series of violent use-of-force incidents between police officers and civilians, and the social activism of equity focused groups like Black Lives Matter. While new tools such as BWCs and predictive policing models may help to move public safety agencies toward more effective and efficient policing, it is ultimately the training and policies of these police departments that will determine how they support their communities.

Effective public safety requires a strong partnership between communities and the police that protect them. This requires police officers to focus on community partnerships, problem-solving and de-escalation. Currently, police recruits spend an average of 58 hours on firearms training, but only 16 hours on de-escalation and crisis intervention training.[55] Officers are encountering mental illness, addiction, domestic violence and terrorism in their communities, each of which requires a unique set of skills and responses. As police officers find themselves in a diverse set of demanding situations, training and local partnerships are essential for understanding their own community's unique needs and challenges. By 2030, equity will be central to public safety institutions' values and policies. While technology will empower our police departments, they will need to keep pace in training and evaluation in order to ensure that new tools are used responsibly and to benefit the entire community.

CONCLUSION

As cities embrace a future that is increasingly permeated by technological forces, local leaders will need to continually reassert and revisit community values, and ensure that they remain the foundation of new plans, policies, and programs.

As cities take advantage of new, disruptive technologies, they also need to get serious about equity. This means comprehensively defining it, determining what it means and how it might benefit the community, and ensuring it is a priority in every facet of their administrations, including partnerships with other sectors and outside organizations.

New technological interventions can offer significant value to cities. There is always an opportunity to channel the forces of new tech to solve challenges for the most vulnerable populations. Solving problems for these populations often improves life for everyone in a community, as public problems tend to be collective. Policymakers should remember that technology is a means rather than an end in and of itself. New technology initiatives must be aligned with community values and they should be accessible and advantageous to all populations in a jurisdiction. Furthermore, we must remember that technological forces are not inherently neutral, and that sometimes their reliance on market forces means that they impact different communities in different ways. An autonomous vehicle might be groundbreaking and exciting in a dense urban area and simultaneously wipe out a prominent sector of the economy in a remote, rural area. For this reason, an acknowledgement of values and priorities must precede adoption.

Finally, cities should begin with an honest evaluation of how their city is performing across all departments, programs and policies. As they adopt new technologies and smart city systems, they should think about whether those new interventions might improve or hinder existing inequities and biases. Cities are uniquely positioned to lead the nation toward more equitable outcomes.

In summary

- **Incorporate equity as a core tenet** of future plans while also remaining flexible to take advantage of new, disruptive technologies;
- **Embrace technology**, but realize it's not inherently neutral; and
- **Actively ensure** new technologies don't reinforce inequity or bias.

Addressing and prioritizing equity takes a great deal of intentionality and sometimes courage on the part of city leaders. As cities move toward a new era of technology and governance, there awaits of great deal of opportunity. Prioritizing equity in city government is a step toward building a stronger, more resilient and prosperous community for everyone.

Endnotes

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NLC NATIONAL LEAGUE OF CITIES

CENTER FOR CITY SOLUTIONS

Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Nicola Konigkramer
Submitting Department: City Clerk
Item Type: Appointment
Agenda Section: Consent Items (8:25 p.m. - 8:30 p.m.)

SUBJECT
Re-Appointment to the Education Advisory Committee

HCC-173-FY18

Recommendation:
I move that the Mayor and Council re-appoint Kathy Dow-Burger (Ward 1) to the Education Advisory Committee for a term of 2 years to expire on December 31, 2019.

Sponsor(s):
Ward

Co-Sponsor(s):
Perry, Lawrence

ATTACHMENTS
Application_Dow-Burger.pdf

Summary Background:
Please see attached re-appointment application. The term for the re-appointment expires on December 31, 2019.

Next Steps:
N/A

Fiscal Impact:
N/A

City Administrator Comments:
Recommend Approval

Community Engagement:
Agendas for the EAC Meetings are posted on the City's website. Meetings are open to the public and all are encouraged to attend.

Strategic Goals:
Goal 1 - Ensure Transparent and Accessible Governance
Action 1.1 - Provide Information and Opportunities for Resident Participation in Civic Endeavors.

Legal Review Required?
N/A

Board, Committee and Commission Application

Profile

Kathy
First Name

Dow-Burger
Last Name

[redacted]
Email Address

[redacted]
Street Address

[redacted]
Suite or Apt

[redacted]
City

State

[redacted]
Postal Code

To find your City Ward, click on this link! http://www.hyattsville.org/538/Residency-Verification-Page

Ward *

☑ Ward 1

[redacted]
Primary Phone

[redacted]
Alternate Phone

Which Boards would you like to apply for?

Education Advisory Committee: Reapplying

Bart Lawrence
Referred By:

Biographical Statement

As a resident of Hyattsville, I am interested in re-applying for a 2nd term on the Education Advisory Committee (EAC). Within my first term, our committee was highly productive and unified and, accomplished several events and programs to help the children, teachers and administrators in the City. As an Associate Clinical Professor and speech-language pathologist working at the University of Maryland, I have worked in numerous educational settings, from public school, private school to higher education. I would be honored to be allowed to serve on the EAC for one more term.

Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Jake Rollow
Submitting Department: Community Services
Item Type: Legislative
Agenda Section: Consent Items (8:25 p.m. - 8:30 p.m.)

SUBJECT
Surplus Video Equipment

HCC-179-FY18

Recommendation:
I move that the Mayor and Council deem as surplus the equipment in the attached document and make it available for auction or appropriate donation.

Sponsor(s):
At the Request of the City Administrator

Co-Sponsor(s):
N/A

ATTACHMENTS
Equipment Surplus.pdf

Summary Background:
The City no longer has use for the listed pieces of video equipment. They will be auctioned or donated to local schools.

Next Steps:
Approve as surplus for auction or donation.

Fiscal Impact:
Potential Revenue

City Administrator Comments:
Recommend Approval

Community Engagement:
City personnel has informed school video departments about the equipment, and will ensure all local schools are informed before going to auction.

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

Legal Review Required?
N/A

HCTV Equipment Surplus

Panasonic Broadcast Package

Equipment Name	Quantity	Serial Numbers
Panasonic Convertible Camera Model # AW-E600 Version A	6	9ZA00101, 01A00096, 9ZA00091, 9ZA00093, 9ZA00088 and 01A00041.
Panasonic Pan/Tilt Heads Model # AW-PH300	6	9YZ00015, 9XZ00014, 9YZ00025, 9XZ00011, 9XZ00050 and 9XZ00034.
Scan Do Pro Computer to Video Scan Converter	1	BKA96022321
Panasonic Multi Hybrid Control Panel AW-RP505	2	8YA00205 and 9ZA00573
Panasonic AC Adapter Model Number AW-PS300	8	9XZ00050, 9ZZ00039, 9XZ00045, 9YZ00039, 9ZZ00032, 9XZ00053, 9XZ00049 and 9ZZ00039.
Panasonic Multi Port Hub Model AW-HB505	2	96A00320 and 9YA00327

Digital Video Switcher Package

Equipment Name	Quantity	Serial Numbers
Datavideo SE-900 Digital Video Switcher and Rack Mount	1	337391
Extron MAV Series 88 AV Matrix Switcher	1	A09EP43 E21430 PO 176137
Perma Power Temporary Power Tap 15 Amps Model #J06B0B	1	Series 265-9007
Extron Distribution Amplifiers	4	N/A

TV Monitors

Equipment Name	Quantity	Serial Numbers
Panasonic CT-36634A TVs	2	ME00200203 and ME00200216
Viewsonic N2652W Monitor	1	QJ207112B0177
Sharp LC-19SB27UT HD Monitor	1	910889989

Digital Field Cameras

Equipment Name	Quantity	Serial Numbers
Panasonic AG-AF100P AVC HD Camera	1	L0TDA0214
Fujinon Super Wide TV Zoom Lens	1	A10x4.8BDERM-M28
Shape Ikan Shoulder Rig	1	N/A
ATOMOS Samurai Monitor Set	1	A12924SAM60C561
Panasonic DVC Pro AJ-210P 3CCD Camera	1	I8TKA0066
Panasonic DVD Pro Digital Video Cassette Recorder Model AJ-D230HP	1	K8TDA0080

Miscellaneous

Equipment Name	Quantity	Serial Numbers
Toshiba DR430KU DVD Recorder with 1080p Upconversion	5	E04F 3334 KU63 01, A37E 6806 4U63 00, D50E 9757 KU63 01, B23M 6092 4U63 00 D50E 7123 KU63 01
Leightronics Dual SATA RAID Enclosure Model # T1-US2DS01	1	10Y7000034
Mitsubishi XL25U LCD Projector	1	2542
Disc Makers Reflex7 NEC Drive	1	R07V070JF060400284
Kessler Phillip Bloom slider dolly	1	PBD 003959
Kessler 2nd shooter plus motion control kit	1	SSP000274
Kessler pocket jib pro	1	
Atomos Samuri	1	A12924SAM60C561
Gopro Hero 3	1	HD3BB0113291B54

Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Lesley Riddle
Submitting Department: Public Works
Item Type: Purchase
Agenda Section: Consent Items (8:25 p.m. - 8:30 p.m.)

SUBJECT
Magruder Park Path Repairs

HCC-169-FY18

Recommendation:
I move that the Mayor and Council authorize the expenditure of NTE $24,000 to repair the path at Magruder Park under the City's existing contract with NZI Construction.

Sponsor(s):
At the Request of the City Administrator

Co-Sponsor(s):
N/A

ATTACHMENTS

Summary Background:
The Department of Public Works remains committed to improving our parks, green-space and public spaces within the City limits. To that end, we have completed several significant projects in FY17 including the Emerson Street Food Forest, Melrose Trail Conservation Garden, and the installation of the playground at Deitz Park which was part of the first phase of the Deitz Park Master Plan.

The current path at Magruder Park is in a significant state of disrepair, There is an ongoing effort to re-imagine the park, however repair of the existing path to provide safe egress for park users is time sensitive. The repairs of the path at Magruder Park will be accomplished on the City's current contract with NZI Construction, the cost of this repair NTE $24,000.00

Next Steps:
Continue our commitment and efforts to improve the overall experience in City parks.

Fiscal Impact:
This phase of the project will be funded from the CIP from Streets Improvements

City Administrator Comments:
Recommend Approval

Community Engagement:
Staff will continue to schedule community events at all City parks to promote existing and proposed park improvements.

Strategic Goals:

Promote a Safe and Vibrant Community

Legal Review Required?
Complete

Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Lesley Riddle
Submitting Department: Public Works
Item Type: Contract
Agenda Section: Consent Items (8:25 p.m. - 8:30 p.m.)

SUBJECT
Sidewalk Trip Hazard Mitigation

HCC-177-FY18

Recommendation:
I move that the Mayor and Council authorize the City Administrator to enter into a 1-year contract with Precision Cut Concrete for sidewalk trip hazard mitigation at a cost NTE $42,000.00, upon the review and approval of the City Attorney for legal sufficiency. Precision Cut Concrete is a sole source provider based on the proprietary technology utilized to survey and repair sidewalks.

Sponsor(s):
At the Request of the City Administrator

Co-Sponsor(s):
N/A

ATTACHMENTS
City of Hyattsville Sole Source Letter.pdf

Summary Background:
The City has been working with Precision Cut Concrete for approximately four years to mitigate sidewalk trip hazards of three inches or less. Precision Concrete Cutting of Wilmington, Delaware uses a proprietary technology and latest equipment to survey and repair sidewalks, for a fraction of the cost of sidewalk replacement. This company is the only firm in the Mid-Atlantic to provide this type of sidewalk trip hazard mitigation.

As a part of their services Precision Cut Concrete completed a review of city sidewalks in October of 2017. They identified 752 trip hazards that were rated as severe, hazardous, critical, or non-compliant with ADA standards. These trip hazards are located in all wards of the city. Precision Concrete Cutting uses a proprietary system to trim the trip hazards flush with the adjacent sidewalk, saving a significant amount of time and an estimated $90,000.00 versus excavating and replacing the sidewalk. Precision Concrete Cutting has successfully completed several other trip hazard mitigation contracts for the City over the past 3 years on time and on budget.

Request the Council authorize the expenditure of $42,000.00 from Capital Budget #71-311-850-5622, and that the City Administrator be authorized to enter into an agreement with Precision Concrete Cutting for Trip Hazard Mitigation after review by the City Attorney for legal sufficiency.

Next Steps:
With Council approval we will schedule the contractor to begin sidewalk repairs.

Fiscal Impact:
Funds for this project are in the CIP sidewalk repair budget.

City Administrator Comments:
Recommend Approval

Community Engagement:
None

Strategic Goals:
Goal 3 – Promote a Safe and Vibrant Community

Legal Review Required?
Pending

PRECISION CONCRETE CUTTING
Trip Hazard Removal Specialists

3191 N. Canyon Road Provo, UT 84604
P: (801) 224-0025 F: (801) 224-0062
www.SafeSidewalks.com

July 17, 2017

City of Hyattsville
Hal W. Metzler, Jr.
4633 Arundel Place
Hyattsville, MD 20781

RE: Patent information

Dear Mr. Metzler,

Due to the nature of our business and our patented equipment and methods, frequently we have been asked to provide a letter stating that our technology relies upon patents that have been issued by the US Patent and Trademark office.

Precision Concrete Cutting is the only company authorized to use the patented equipment and method for removing sidewalk trip hazards as described by the following patent numbers:

U.S. Pat. No. 6,827,074
U.S. Pat. No. 6,896,604
U.S. Pat. No. 7,000,606
U.S. Pat. No. 7,143,760
U.S. Pat. No. 7,201,644
U.S. Pat. No. 7,402,095

If you have any questions or comments please feel free to give me a call.

Kind Regards,

Aaron Ollivier, CEO
Precision Concrete Cutting
3191 N. Canyon Rd
Provo, Utah 84604
(801) 373-3990

Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Lesley Riddle
Submitting Department: Public Works
Item Type: Purchase
Agenda Section: Consent Items (8:25 p.m. - 8:30 p.m.)

SUBJECT
Deitz Park Path Upgrades

HCC-168-FY18

Recommendation:
I move that the Mayor and Council authorize the expenditure of NTE $33,000 to repair the path at Deitz Park under the City's existing contract with NZI Construction.

Sponsor(s):
At the Request of the City Administrator

Co-Sponsor(s):
N/A

ATTACHMENTS

Summary Background:
The Department of Public Works remains committed to improving parks, green-space and public spaces within the City limits. To that end, we have completed several significant projects in FY17 including the Emerson Street Food Forest, Melrose Trail Conservation Garden, and the installation of the playground at Deitz Park which was part of the first phase of the Deitz Park Master Plan.

The DPW staff along with the Neighborhood Design Center (NDC) worked closely with the residents adjacent to Deitz Park to get their thoughts and opinions on the amenities they would like to see in their neighborhood park. The Neighborhood Design Center was able to secure a grant from "Stormwater Savy" a community storm water design program funded by the Chesapeake Bay Trust and the Department of the Environment in Prince Georges County, which allowed them to create, with staff and resident input, a master plan for Deitz Park. The upgrade and repair to the park path is the next step in the overall plan to improve Deitz Park. The upgrades to the path at Deitz Park will be accomplished on the City's current contract with NZI Construction, cost of this park path upgrade NTE $33,000.00.

Next Steps:
Continue our commitment and efforts to improve the overall experience in the park.

Fiscal Impact:
This phase of the project will be funded from the CIP from Streets Improvements

City Administrator Comments:
Recommend Approval

Community Engagement:

Staff will continue to schedule community events at Deitz Park to promote existing and proposed park improvements.

Strategic Goals:
Promote a Safe and Vibrant Community

Legal Review Required?
Complete

Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Jim Chandler
Submitting Department: Community & Economic Development
Item Type: Memorandum of Understanding
Agenda Section: Consent Items (8:25 p.m. - 8:30 p.m.)

SUBJECT
Memorandum of Understanding with Prince George's County Revenue Authority

HCC-183-FY18

Recommendation:
I move that the City Council authorize the City Administrator to execute a Memorandum of Understanding with the Prince George's County Revenue Authority to transfer and obligate $281,655, the balance of State of Maryland SGIF grant funds for the purpose of developing a structured parking facility on City of Hyattsville owned parcels at 4503 – 4508 Hamilton Street, Hyattsville upon the review for legal sufficiency by the City Attorney.

Sponsor(s):
At the Request of the City Administrator

Co-Sponsor(s):

ATTACHMENTS

Summary Background:
The balance of the City's 2012 SGIF grant award from the State of Maryland will be transferred to the Prince George's County Revenue Authority. The City will be reimbursed for the funds by the State of Maryland, consistent with the grant agreement.

Next Steps:
No additional actions are required.

Fiscal Impact:
The State of Maryland will reimburse the City of Hyattsville the balance of the grant funds up to $281,655.00

City Administrator Comments:
Recommend Approval

Community Engagement:
N/A

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

Legal Review Required?
Complete

Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Nicola Konigkramer
Submitting Department: Legislative
Item Type: Ordinance
Agenda Section: Action Items (8:30 p.m. - 9:05 p.m.)

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

HCC-174-FY18

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

Sponsor(s):
Spell

Co-Sponsor(s):
N/A

ATTACHMENTS
HO 2017-07 Edward_M._Felegy_School_Zone_Ordinance_EIC_edits_1.8.18_1437.docx

Summary Background:
The current list of schools in the City Charter Section 114-6. School zones does not include Felegy Elementary School. Concordia Lutheran School at 3799 East West Highway and Concordia Lutheran School 3705 Longfellow Street are no longer in operation and can now be removed from the ordinance. Per Council discussion on December 4, Chelsea School was added to the ordinance.

A first reading was held on December 18, 2017.

Next Steps:
Effective date of January 28, 2018.

Fiscal Impact:
N/A

City Administrator Comments:
Recommend support.

Community Engagement:
N/A

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

Legal Review Required?
N/A

CITY OF HYATTSVILLE
ORDINANCE 2017-07

An Ordinance whereby the City of Hyattsville establishes a school zone around Edward M. Felegy Elementary School and the Chelsea School within the City of Hyattsville, eliminates two school zones that are no longer necessary, and adjusts the codification accordingly.

WHEREAS, the Council has the power to pass all such ordinances it may deem necessary for the preservation of peace and good order, for securing persons and property from violence, danger or destruction, and for the protection and promotion of the health, safety, comfort, convenience, welfare and happiness of the residents of the City and visitors thereto; and

WHEREAS, the City of Hyattsville is authorized pursuant to Maryland Code, section 28-803.1 of the Transportation Article to establish school zones within the City's boundaries; and

WHEREAS, pursuant to section 114-6 of the City of Hyattsville Code, there are currently eleven designated school zones within the City limits; and

WHEREAS, two schools no longer exist within the City of Hyattsville's municipal boundaries: Concordia Lutheran School at East West Highway and Concordia Lutheran School at Longfellow Street, and

WHEREAS, Edward M. Felegy Elementary School is within the City of Hyattsville's municipal boundaries, but is not currently one of the eleven designated school zones; and

WHEREAS, the Chelsea School is within the City of Hyattsville's municipal boundaries, but is not currently one of the eleven designated school zones; and

WHEREAS, the Council finds that there is no longer a need to maintain a school zone around schools that do not exist within the City limits and it also finds that establishing a school zone around Edward M. Felegy Elementary School and the Chelsea School will help preserve peace and good order, secure persons and property from danger or destruction, and protect and promote the heath, safety, comfort, convenience, welfare and happiness of the residents of the City and the visitors thereto.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Hyattsville in regular session assembled that section 114-6 of the City of Hyattsville Code be amended to eliminate both Concordia Lutheran school zones, designate a school zone for Edward M. Felegy School, and adjust the subparagraphs to reflect the amendments:

§ 114-6. School zones.

The following areas in the City and all roadways within a one half mile radius of the named schools or campuses are designated as school zones:

A. The University of Maryland at College Park,

B. Northwestern High School at 7000 Adelphia Road,

C. Prince George's Community College at University Town Center at 6505 Belcrest Road,

D. Rosa Parks Elementary School at 6111 Ager Road,

E. Nicholas Orem Middle School at 6100 Editors Park Drive,

~~F. Concordia Lutheran School at 3799 East West Highway~~,

~~G. Concordia Lutheran School 3705 Longfellow Street~~,

~~H.~~F. Hyattsville Middle School at 6001 42nd Avenue,

~~I.~~G. Dematha Catholic High School at 4313 Madison Avenue,

~~J.~~H. St. Jeromes School at 5207 42nd Place,

~~K.~~I. Hyattsville Elementary School at 5311 43rd Avenue,

~~L.~~J. Edward M. Felegy Elementary School at 6110 Editors Park Drive,

K. Chelsea School at 2970 Belcrest Center Drive #300, and

L. Any other areas designated by a resolution of the City Council as a school zone pursuant to State law (currently §21-803.1 of the Transportation Article).

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

AND BE IT FURTHER ORDAINED that this Ordinance shall take effect twenty (20) days from the date of its adoption;

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

INTRODUCED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on December 18, 2017.

ADOPTED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on January 17, 2018.

Adopted: January 17, 2018

Attest:

Laura Reams, City Clerk

Candace B. Hollingsworth, Mayor

[~~]~~ indicate deletions

Underline indicates additions

Asterisks * * * Indicate matter retained in existing law but omitted herein

Effective Date: February 6, 2018

Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Lesley Riddle
Submitting Department: Public Works
Item Type: Contract
Agenda Section: Action Items (8:30 p.m. - 9:05 p.m.)

SUBJECT
FY18 Budget Appropriation: Maryland Department of Natural Resources Community Resiliency Grant (10 minutes)

HCC-167-FY18

Recommendation:
I move that the Mayor and Council authorize the City Administrator to approve a contract with the Low Impact Design Center to facilitate the Maryland Department of Natural Resources, Community Resiliency Grant. Cost of the contract NTE $85,000.00, upon the review and approval by the City Attorney for legal sufficiency.

Sponsor(s):
At the Request of the City Administrator

Co-Sponsor(s):
N/A

ATTACHMENTS
Hyattsville GIRG Contract Draft 072517.docx

Summary Background:
The City applied for, and was awarded $100,000.00 from the Department of Natural Resources, Community Resiliency Grant to study the existing stormwater drainage systems within Hyattsville's Ward 1, specifically in the area adjacent to Alternate Route 1 where heavy flooding consistently occurs. The study will develop a stormwater management master plan to help identify solutions for stormwater quantity and quality issues. The funding from this objective will support the City in completing a two-phase study to investigate the flooding in Ward 1 and develop potential solutions. The Low Impact Design Center will oversee the facilitation of this project. The remaining $15,000 will be used for in-kind labor.

Next Steps:
With Council approval the project scope can begin.

Fiscal Impact:
This funding will be appropriated from the DPW Capital Improvement Projects budget.

City Administrator Comments:
Recommend Acceptance

Community Engagement:
There will be components of the project that will include outreach to residents within the scope of the study area, and engagement with Hyattsville residents to help to improve information related to local water quality and stormwater management.

Strategic Goals:
Ensure in the Long-Term Economic Viability of the CIty

Legal Review Required?
Pending

DEPARTMENT OF NATURAL RESOURCES
MEMORANDUM OF UNDERSTANDING
REV. 12/2011
[For Contracts Exempt from Procurement]

THIS MEMORANDUM OF UNDERSTANDING is entered into this _____ day of _____, 20_____, by and between the

STATE OF MARYLAND
DEPARTMENT OF NATURAL RESOURCES
CHESAPEAKE AND COASTAL SERVICE
TAWES STATE OFFICE BUILDING, E-2
580 TAYLOR AVENUE
ANNAPOLIS, MD 21401

hereinafter ("Department"),

and

CITY OF HYATTSVILLE
4310 GALLATIN ST
HYATTTSVILLE, MD 20781

hereinafter ("Contractor").

WHEREAS, the Department is an agency of the State of Maryland;

WHEREAS, the Contractor is an agency of the State of Maryland, or a political subdivision of the State, or another government as defined in State Finance and Procurement Article, §11-203 of the Annotated Code of Maryland;

WHEREAS, the Contractor has agreed to perform work for the Department in accordance with this Memorandum of Understanding ("Memorandum" or "MOU");

NOW, THEREFORE, the Department and the Contractor agree as follows:

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ARTICLE I - SCOPE OF WORK

The Contractor shall: study the existing stormwater drainage systems within Hyattsville's Ward 1 and develop a stormwater management master plan to help identify solutions for stormwater quantity and quality issues as described in Exhibit A.

This work is more particularly described in the attached Scope of Work identified as Exhibit A.

ARTICLE II - COMPENSATION AND METHOD OF PAYMENT

The services set forth above shall be performed for a total payment not to exceed One Hundred Thousand Dollars ($100,000.00). The Contractor shall submit billings for all costs expended in the performance of this Memorandum in accordance with a payment schedule set forth in the attached Scope of Work. In the absence of a payment schedule, billing shall be monthly. If the Scope of Work contains a schedule for completion of various components of the work, each monthly billing shall identify the progress made in relation to the schedule and the payment being requested. The Contractor shall follow cost accounting practices acceptable to the Department. Billings shall be due and payable within 30 days of receipt by the Department.

ARTICLE III - TERM

The term of this Memorandum shall be from September 1, 2017 through February 28, 2019. No work may be initiated under this Memorandum until it has been fully executed by all parties and the Contractor has been instructed to proceed by the Department.

ARTICLE IV - GENERAL CONDITIONS

The Department of Natural Resources General Conditions for Memoranda of Understanding (REV. 5/2012) are attached and made a part of this Memorandum.

ARTICLE V - CONTRACT REPRESENTATIVES

The following individuals are designated as contract representatives for their respective parties [name and address]:

Department: Megan Granato
Maryland Department of Natural Resources
Chesapeake and Coastal Service
580 Taylor Ave, E-2
Annapolis, MD 21401
(and/ or her designee)
Phone: 410.260.8799
Email: megan.granato@maryland.gov

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Contractor: Julius Wiggins
Grants/Contracts Specialist
City of Hyattsville
4310 Gallatin Street
Hyattsville, MD 20781
Phone: 301-985-5010
Email: jwiggins@hyattsville.org

The scope of authority of the designated Contract Representatives to act for their respective parties is set forth in the attached General Conditions.

ARTICLE VI - KEY PERSONNEL

The Contractor agrees that the following named individuals are considered to be essential to the work being performed hereunder, and are designated as Key Personnel who shall be made available to the full extent required to carry out the work under this Memorandum:

Lesley Riddle
Director, Public Works
City of Hyattsville
Phone: 301-985-5045
Email: lriddle@hyattsville.org

Should any of these individuals become unavailable during the term of this Memorandum, personnel of equivalent capability shall be assigned to the project. Any such substitutions shall require prior written approval by the Department, which approval may be denied by the Department at its sole discretion. Should the Contractor be unable to provide substitutes acceptable to the Department, the Department may terminate this Contract, or, at its option, negotiate with the contractor for an equitable adjustment under the Contract relative to the loss of such Key Personnel.

ARTICLE VII - MERGER

This Memorandum embodies the whole agreement of the parties. There are no promises, terms, conditions, or obligations regarding the parties' agreement other than those contained herein or incorporated herein by reference.

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IN WITNESS WHEREOF, the parties have executed this Memorandum by causing the same to be signed on the day and year first above written.

WITNESS

_____
Print Name: _____

CONTRACTOR

By _____
Tracey Nicholson
City Administrator, City of Hyattsville

Date: _____

WITNESS

_____
Print Name: _____

STATE OF MARYLAND
DEPARTMENT OF NATURAL RESOURCES

By _____
Matthew J. Fleming, Director
Chesapeake and Coastal Service
Date: _____

_____
Print Name: _____

By _____
DNR Procurement Officer
Date: _____

Approved as to form and legal sufficiency

this _____ day of _____, 20 _____

_____
Assistant Attorney General

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Exhibit A

Scope of Work

Project Title: Hyattsville Stormwater Climate Masterplan / Retrofit Improvements Plan

Name of Grant: FFY16 Chesapeake Bay Implementation Grant Section 117

Funding:

Federal	$100,000.00
Non-Federal	$100,000.00
Total	$200,000.00

Funding Period: September 1, 2017 – February 28, 2019

Funding Recipient: City of Hyattsville, MD

Project Area: City of Hyattsville's Ward 1 neighborhood

Objective 12 (subaward)	*Hyattsville Stormwater Climate Masterplan / Retrofits Improvement Plan*	**Budget for this Objective:**	*Total: $200,000.00* *EPA Share: $100,000.00* *Non Federal Share: $100,000.00*
Narrative Summary of Outputs for this Objective:	The City of Hyattsville's Ward 1 neighborhood experiences localized flooding during periods of heavy rain and rapid snow melt, and according to climate projections, these incidences of flooding are likely to worsen. The funding from this objective will support the City in completing a two-phase study to investigate the flooding in Ward 1 and develop potential solutions. Phase 1 will engage the consulting firm Ramboll in performing an existing conditions assessment to evaluate the community's stormwater infrastructure and determine what its shortfalls may be under future climate conditions. Phase 2 will engage the Low Impact Development Center in compiling a storm drain improvements plan, which will identify gray infrastructure projects while prioritizing green infrastructure solutions to managing current and future climate hazards. This process will engage local residents, business owners, and other stakeholders in planning and taking action to improve local water quality and quantity and will yield results that will be transferrable throughout the City as well as elsewhere in Maryland.		
Description of Objective:	The City of Hyattsville is located within Prince George's County near the northeast boundary of the District of Columbia. Much of the City is located between the confluence of the main tributary of the Anacostia River and the Northeast Branch of the River. The area is highly urbanized, and many private and public properties and roads experience localized flooding during periods of heavy rain and rapid snow melt. Some of this flooding is likely due to climate change - according to the National Climate Assessment 2014 report, *Climate Change Impacts in the US*, this area is already experiencing a 71% increase in extreme precipitation events. Based on climate projections, it is anticipated that		

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the Hyattsville area will continue to be subject to more frequent, intense precipitation events, which will likely continue to worsen flooding.

A high incidence of flooding occurs in the commercial and industrialized portions of Hyattsville's Ward 1 neighborhood. Ward 1 is a major industrial and commercial area and is vital to the City – it houses the City's Department of Public Works (DPW), the CSX railroad, and several commercial properties as well as an older residential neighborhood. Existing grey stormwater infrastructure is limited in this area, which has contributed to its flooding issues. This flooding and its impacts on the properties has severely affected the ability and potential of the properties to be redeveloped or improved as part of the economic revitalization of the area. In addition, excess stormwater runoff has a direct path to the receiving waterbodies and there is no water quality management treatment to reduce downstream impacts.

To date, Ward 1 has received limited attention in regards to managing risk from localized flooding. The City currently lacks a comprehensive understanding of the existing stormwater drainage network's overall capacity and deficiencies, which makes it difficult to effectively prioritize green projects and initiatives for implementation based on their ability to address the existing problems. The City needs a more holistic understanding of what is at-risk (built and natural infrastructure) to stormwater flooding to better prioritize future investments of City dollars and to engage the County and others when directing improvements.

The funding from this objective will support the City in analyzing the current conditions causing the flooding within Ward 1, determining how those conditions might change in the future based on climate impacts, and identifying green and gray infrastructure measures that can reduce localized flooding risks while also improving water quality. The project will be conducted in two main phases:

Phase 1 – Existing Conditions Assessment
Hyattsville will engage Ramboll, an international consulting engineering group experienced in analyzing climate change risk. Ramboll brings both a US and Danish approach to managing climate risks and the use of blue/green solutions in high-density urban areas. The firm will first prepare a vulnerability assessment of the community's stormwater infrastructure, the analysis of which will evaluate the capacity of the existing infrastructure to handle the regulated design storm. Ramboll will then use hydrologic models to assess how this capacity would change based on future land use conditions and future rainfall patterns due to climate change. Ramboll is a leading expert in assessing "cloudbursts," or quick, high-intensity precipitation events. These will be compared to a specific storm event level goal. Each drainage area will be assigned to a High/Medium/Low priority need group based on how well the existing infrastructure can manage targeted flows. A high priority will be assigned to areas with the least effective existing

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infrastructure and a low priority to those areas with the most. A triple bottom line assessment will be prepared using Autocase (www.autocase.com) to determine the economic, social, and environmental costs and benefits of potential projects. Ramboll will prepare visualizations and a technical memo supporting mitigation designs and options.

Phase 2 – Improvements Analysis and Storm Drain Improvements Plan
Results from Phase 1 will be used to inform Phase 2 community planning discussions. The City will engage the Low Impact Development Center, Inc. (LID Center) to prepare a storm drain improvements planning document to address localized flooding and stormwater issues. The LID Center will utilize the Phase 1 capacity analysis and vulnerability assessment to engage the community in a collaborative planning process to determine opportunities and barriers for adaptation. The planning process will prioritize situations in which green infrastructure projects can be leveraged to supplement grey infrastructure to address localized flooding and water quality issues. Green infrastructure approaches identified in Phase 1 and prioritized in Phase 2 may include: soil amendments, tree plantings, bioretention, bioswales, centralized detention, retention and infiltration and management of large "cloudburst" flows using the street surfaces as conveyance (i.e., managed flooding). New approaches suitable for high density urban areas will also be included, such as cleansing biotopes- urban surface drainage and treatment systems that employ green infrastructure designs. The projects will be summarized in a Green Infrastructure Capital Improvements Plan Matrix that will prioritize and present the design and construction costs for each proposed project. Costs will be compared to the current situation.

Overall, this project will assess the capacity of the existing infrastructure to handle runoff for various storm events, including extreme precipitation events. Potential projects will then be evaluated and prioritized based on their ability to improve drainage in low-capacity areas. An emphasis will be placed on identifying how green infrastructure practices could ameliorate flooding risks. The project has four main goals, described as follows:

(1) Complete a stormwater infrastructure system capacity analysis and vulnerability assessment for Ward 1, which will include an evaluation of climate change impacts from changing precipitation patterns such has high-intensity rainfall events

(2) Work with the Ward 1 residents, business owners, and property owners as well as other local stakeholders (City officials, County officials) to increase their awareness and understanding of risks to as well as of actions that can be taken to improve flooding resiliency.

(2a) Conduct a workshop/stakeholder meeting with all to explain existing drainage conditions and deficiencies, evaluate proposed grey and green

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solutions for the development of a drainage masterplan for the project area, and discuss actions the stakeholders can take themselves to reduce flooding vulnerability

(2b) Further disseminate the information by using a minimum of two methods of communication (e.g., brochures, web materials, surveys, etc.) to raise awareness and engage the community and property owners in the analysis and retrofit strategy development process as well as how they can contribute via actions on their own properties

(3) Prepare and approve a stormwater retrofit improvements plan that identifies green and grey solutions, regulatory improvements, and other methods to improve water quality and to reduce the risk of flooding – this plan will incorporate resident and stakeholder feedback, prioritize green solutions over gray, and also look for opportunities to leverage green projects to supplement grey infrastructure initiatives

(4) Identify at least four properties/areas to target green infrastructure improvements

The successful completion of this project, and the attainment of the four goals listed above, will have multiple impacts on not only Ward 1, but the City as a whole. The completion of this project will lead to implementation through the DPW's stormwater management program. Each year, DPW targets new areas to retrofit and projects get designed and installed with City staff as community build projects. This project will assist the City in developing a funding plan for improvements and guide the redevelopment of the area and protection of public assets and private property.

The results of this project will be highly transferrable to other communities. This project will demonstrate the use of cutting edge and state-of-the-art approaches, such as analysis of "cloudburst" events in conjunction with typical flood control (100-year 24-hour) storm event analysis to address the potential impacts of climate change. It will help Hyattsville as it strives to resolve similar issues in other parts of its community. The project will also provide direction for other municipal and county adaptation efforts to prioritize stormwater improvements in a coordinated, integrated manner. The Contractor will engage the Prince George's County Department of the Environment in this effort to ensure that the findings and lessons learned are transferred to other parts of Prince George's County. Information will also be shared by the Contractor and its sub-contractors via Contractor and sub-contractor websites; seeking opportunities to present the project to other communities; and coordinating with the Department where appropriate to discuss the project.

Ultimately, the residents and business owners of Hyattsville will benefit from their community becoming more resilient. The stormwater retrofit projects

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	identified through this effort will not only lessen localized flooding, but will yield water quality improvements.
Tasks Under this Objective:	1. Existing Conditions Assessment - The City will engage Ramboll to create a stormwater inventory to verify the City's drainage pattern and analyze stormwater flows. Subtasks include the following: • City staff will be interviewed to determine existing stormwater management issues, activities, and service levels. • Site investigations will be performed where necessary to determine infrastructure conditions. • Drainage areas will be identified and categorized as either local drainage project areas or floodplain project drainage areas, with the distinction being whether floodwaters are stored and conveyed in a localized drainage area with a relatively small service area or whether the flooding can be traced to overbank flooding/service areas over a square mile. • Overall system capacity and deficiencies will be modeled. • Potential cost information will also be provided for project improvements identified in the analysis. • A report, GIS map, and corresponding files will be provided to the City. 2. Improvements Analysis and Storm Drain Improvements Plan – The City will engage the LID Center in transferring the outcomes from Task 1 into a Storm Drain Retrofits Improvements Plan. Subtasks include the following: • A plan will be prepared to identify potential solutions so that a targeted approach toward green infrastructure management and associated grey infrastructure improvements can be pursued. Potential solutions include capital projects, updated maintenance requirements, regulatory improvements, public awareness programs, and other property owner assistance measures. • The potential solutions will be prioritized (High/Medium/Low) with priority given to green infrastructure projects. An emphasis will be placed on co-locating green infrastructure when upgrading grey infrastructure in areas where grey infrastructure might prove inadequate. When comparing and prioritizing projects, those where drainage areas have become so large that solutions to local flooding issues are more complex will be compared separately from those where the root cause is limitations in the local infrastructure. • The LID Center will also use the NOAA publication *A Guide to Assessing Green Infrastructure Costs and Benefits for Flood Reduction* for its assessment. • A vulnerability assessment, a map of the drainage areas and priority areas and related GIS data, and a storm drain improvements planning document will be provided to, and approved by, the City
	<u>Programmatic</u>

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Specific Outputs for this Objective:	• A completed stormwater infrastructure systems analysis and vulnerability assessment for the industrialized area within Hyattsville's Ward 1 • A stormwater retrofit improvements plan document for the Ward 1 industrialized area • An assessment of the project area using the NOAA publication: "A Guide to Assessing Green Infrastructure Costs and Benefits for Flood Reduction" • Outreach materials used to raise project awareness within the community • A triple bottom line analysis to persuade property owners, County agencies, and others on the impacts and value of potential improvements for the properties • At least one workshop held in order to directly involve stakeholders (residents, property owners, businesses, Hyattsville Public Works, City officials, Prince George's County officials) Administrative • Quarterly progress reports and invoices due to the CBIG Project Manager on add here
Outcomes for this Objective:	***2014 Chesapeake Bay Watershed Agreement* Goals and Outcomes:** Water Quality Goal 2025 WIP Outcome Climate Resiliency Goal Adaptation Outcome
Link to EPA's Strategic Plan	EPA Strategic Plan Goal Goal 2: Protecting America's Waters EPA Strategic Plan Objective 2.2: Protect and Restore Watershed and Aquatic Ecosystems
Link to Jurisdiction's WIP Commitment(s)	The Prince George's County Phase II WIP is available at http://mde.maryland.gov/programs/water/TMDL/TMDLImplementation/DocumentD/FINAL_PhaseII_Report_Docs/Final_County_WIP_Narratives/PG_WIPII_2012.ppd. As described on page 5, the County is responsible for the County-wide MS4 permit as well as stormwater management in the County's municipalities (excluding Bowie). Furthermore, the County will need to retrofit 20% of the impervious acres within the municipalities in order to meet its Phase II MS4 goals. Table 2 on page 6 provides details on the types of best management practices that will be used, which includes the types of practices that will be identified and prioritized through this project. The City will coordinate with Prince George's County regarding WIP implementation and Capital Improvements Projects and will engage them in the prioritization process.

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Link to Priority Practices and/or Priority Watersheds	**Priority Practices** **1. Which priority practice(s) will be implemented in this objective?** The funding from this objective will be used to identify and prioritize green infrastructure practices. **2. Please provide a short justification as to why the practice(s) is a priority for the location it is to be implemented.** These practices are a priority for the location in which they are to be implemented because they will help to address both water quality and quantity problems. **3. Which priority strategy(s) will be implemented in this objective?** The practices to be identified would contribute to nonpoint source pollution reduction strategies. **Priority Watershed** **1. Which priority watershed will be addressed by this objective?** The Ward 1 project area is located within a Middle Potomac watershed, 02140205 subwatershed **2. Watershed considered priority by (please check one):** **____COAST http://chesapeake.usgs.gov/coast/index.html** **_X__SPARROW http://www.chesapeakebay.net/recoveryinvest.aspx?menuitem=34712 ____** **USDA Core 4** **_X__Other (please include a short justification as to why this watershed is considered a priority) –** This project was selected based on climate resiliency impact. However, it is also located within a high priority watershed per the SPARROW model. **3. Which priority strategy(s) will be implemented in this objective?** The practices to be identified would contribute to nonpoint source pollution reduction strategies.
Progress for this Objective	*This section will be left blank in the work plan but will be completed for the progress reports.*

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Reporting/Documentation Requirements and Award Conditions:

1. One electronic copy of each status report shall be submitted to CBIG Grant Manager Megan Granato through the Grants Online website (http://mesgis.com/GrantsOnLine). Each report must be submitted in MS Word format and must document progress toward the achievement of the above stated goals, objectives, and milestones during each quarter and semi-annual time frame. A succinct description of activities shall be reported for each objective listed above. These reports shall also describe difficulties encountered for each activity, any changes in expected deliverable dates, any budget changes, or changes in staffing. Each report shall also include a list of deliverables developed during the reporting period and the format in which they were developed.

Period	Date

   *These reports shall "build" on the information provided during the previous report terms. Please ensure that these reports capture information for the time frame indicated.

2. The contractor will submit one (1) electronic copy of the final report/work product to Megan Granato through the Grants Online website. The final report shall cover activities conducted over the entire project period. For ongoing projects, the final report shall also include a summary or table of what has been accomplished in previous years (for example – number of acres restored, number of BMPs installed, etc.). In addition to the final report/work product, a one-page abstract suitable for distribution in newsletters, online, etc. must be submitted. The final report and abstract are due on XXX.

   Invoices shall be submitted for periods ending 12/31, 3/31, 6/30 and 9/30. If non-Federal match is required; it is to be paid out at the same general rate as the Federal share. Exceptions to this requirement may be approved based on sufficient documentation demonstrating previously determined plans for, or later commitment of, cash or in-kind contributions. In any case, the recipient must meet its cost share commitment over the life of the contract. Non-Federal match documentation and back-up information shall be provided with each invoice. The final invoice and match with appropriate back-up information shall be provided within 30 days of the end of the contract.

   Due to EPA MBE/WBE reporting requirements, recipients need to fill out, along with each invoice ending 12/31, 3/31, 6/30, and 9/30, a list of MBEs and WBEs utilized for procuring Services and Supplies using the attached reporting form (Exhibit D). Only procurements with certified Maryland MBE/WBEs should be listed.

3. All data and information generated though grant funding, whether EPA funds or Cost Share is considered public information and shall be made available to the public unless there is a grant/cooperative agreement condition that specifies otherwise. All activities (direct funds or match) must occur within the Chesapeake Bay Watershed. Cost share funds must be expended for activities such as staff working on Bay related projects or other projects in direct support of the Chesapeake Bay Agreement.

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4. The funding recipient agrees to comply and shall require all sub recipients/contractors to comply with the provisions of the 2017 U.S. EPA Chesapeake Bay Program Grant and Cooperative Agreement Guidance: https://www.epa.gov/sites/production/files/2016-01/documents/2016cbpograntguidance.pdf

5. If a contract involves environmental data collection, such as direct measurements, data collection from other sources, or data compilation from computerized databases and information systems - a Quality Assurance Project Plan (QAPP) must be submitted 30 days PRIOR to any data collection or data compilation activity. The QAPP must include information on how the grantee will adhere to EPA's Locational Data Policy. QAPPs must be submitted electronically. QAPPs must be prepared in accordance with EPA QA/R-5: EPA Requirements for QAPP's http://www.epa.gov/quality1/qa_docs.html.

6. All agencies, academic institutions, and/or consulting firms responsible for field sample collection and/or laboratory analysis of environmental samples collected using CBP funds or match funds will participate in CBP's Coordinated Split Sample Program and/or interlaboratory sample comparison program. See http://www.chesapeakebay.net/about/programs/qa for additional information.

7. The contractor shall comply with the attached EPA award conditions (Appendix C), which are expressly incorporated and made part of this Contract herein.

8. The recipient shall require that all subcontractors comply with all award conditions and documentation requirements.

9. The recipient agrees that any reports, documents, publications or other materials developed for the public distribution supported by this assistance agreement shall contain the following statement: 'This project has been funded wholly or in part by the United States Environmental Protection Agency under assistance agreement CB96336601 to the Maryland Department of Natural Resources. The contents of this document do not necessarily reflect the views and policies of the Environmental Protection Agency, nor does the EPA endorse trade names or recommend the use of commercial products mentioned in this document.'

10. For each kind of organization there are Federal principles for administrative and audit requirements and for determining allowable costs. Allowable costs will be determined in accordance with the cost principles applicable to the organization incurring the costs.

IF THIS TYPE OF ORGANIZATION RECEIVES FUNDS THROUGH THIS AGREEMENT	THEN THESE REQUIREMENTS APPLY
Non-Profit Organization Educational Institutions	EPA Grant Regulation, 2 CFR Part 1500 and 2 CFR Part 200

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State, Local, or Indian Tribal Government	Disadvantaged Business Enterprise Regulation, 40 CFR Part 33 Suspension and Debarment Regulation, 2 CFR Part 180, and 2 CFR Part 1532 Intergovernmental Review Regulation, 40 CFR Part 29

The recipient and any subrecipients must comply with and require each of its contractors and subcontractors employed in the completion of the project to comply with all applicable statutes, regulations, executive orders, Office of Management and Budget (OMB) Circulars (http://www.whitehouse.gov/omb/circulars/), terms and conditions and approved applications.

11. All restoration projects utilizing CBP funds must post a CBP education sign. Signs are available free of charge from the EPA Chesapeake Bay Program Office.

GIS/Data Guidelines

A. Data, databases, and products associated with electronic Geographic Information Systems (GIS), which have been collected, manipulated, or purchased using funds administered by Chesapeake and Coastal Service (CCS), and/or Match funds, will be transferred to CCS according to the following terms:

1. Data and products directly purchased shall become property of CCS.

2. All other data and products shall be transferred to CCS for internal use only. Any other use of such data shall occur only after CCS has consulted with the contractor on the limitations of such data. In the case of certain sensitive information, limitations on transfer of data shall be determined by mutual agreement between the Contractor and CCS. The contractor shall in no case be responsible for CCS's use of such data.

For any CBIG award that is providing federal funds for collection or production of geospatial data (e.g., GIS data layers), the recipient will comply to the maximum extent practicable with Executive Order 12906, "Coordinating Geographic Data Acquisition and Access: The National Spatial Data Infrastructure" Federal Register, Vol. 59, Number 71, pp. 17671-17674, the award recipient shall document all new geospatial data it collects or produces using the standard developed by the Federal Geographic Data Committee (FGDC), and make that standardized documentation electronically accessible to EPA. The standard can be found at https://www.epa.gov/sites/production/files/2016-01/documents/attachment8cimsgrant_guidance.pdf

B. Any electronic data to be transferred to CCS in conjunction with a GIS shall be transferred in ESRI ArcGIS or TNTmips compatible format, or other mutually acceptable format. Non-spatial text or database data to be transferred to CCS shall be delivered in Microsoft

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Word, Microsoft Excel, dBase (.dbf), comma-separated values (.csv) or ASCII compatible formats. Acceptable media for delivery includes CD, DVD and USB external hard drive. All delivery requirements shall be coordinated directly through the CBIG grant manager, with media specifications as determined on a case-by-case basis by the grant manager, in coordination with the technical staff of CCS and technical staff of the contractor.

C. All deliverables will be submitted directly to the CBIG grant manager. Status reports will be submitted in paper copy and electronic format. Final deliverable work products, including the Final Report, any geographic or mapping related efforts, and those items listed in the Scope of Work as expected work products must be submitted as follows: one (1) copy in electronic format on compact disc.

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Budget Detail

After the contractor has been paid an amount equal to ninety (90%) of the funds initially allocated and approved for this contract, the Maryland Department of Natural Resources Chesapeake & Coastal Service may withhold from payment an amount of not more than ten percent (10%) of the total contract price, until satisfactory completion and submission by the City of Hyattsville of all tasks described under this agreement.

Project Name: Hyattsville Stormwater Climate Masterplan / Retrofit Improvements Plan

Agency Organization: City of Hyattsville, MD

Term:

Category	Federal	Non-Federal	Total
Personnel	$8,676.00[1]	$0.00	
Fringe Benefits	$1,128.00[1]	$0.00	
Travel	$0.00	$0.00	$0.00
Equipment	$0.00	$0.00	$0.00
Supplies	$0.00	$0.00	$0.00
Contractual	$84,215.00[2]	$0.00	$84,215.00
Other	$0.00	$100,000.00[4]	$100,000.00
Indirect Charges	$5,980.00[3]	$0.00	$
Total	$	$100,000.00	$

Federal

[1]Federally Funded Position(s) - *Fringe rates are estimates. Actuals will be billed.*

Position Title: DPW Director	Hourly Rate: $57.80	Number of Hours: 89
Salary Amount: $5,114.20	Fringe: 13%	Fringe Amount: $668.75
Position Title: Community Planner	Hourly Rate: $25.41	Number of Hours: 139
Salary Amount: $3,531.99	Fringe: 13%	Fringe Amount: $459.16

[2]Contractual

Ramboll – contract for existing conditions assessment	$34,792.00
LID Center – contract for Improvements Analysis and Storm Drain Improvements Plan	$49,423.00
TOTAL	$84,215.00

[3]Indirect - The indirect amount was calculated using the de minimus rate of 10% of the modified total direct costs, as per 2 CFR §200.414

Non-Federal

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[4]Other – Maryland DNR will contribute $100,000 of matching funds for this project from the state-funded Chesapeake & Atlantic Coastal Bays Trust Fund.

City of Hyattsville procurement guidelines will be followed

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Guidelines for Proper Invoicing

Contractors shall submit, generally on a quarterly basis, all invoices and match to the Chesapeake & Coastal Service. The format of the invoice shall mirror the format of the budget in this scope of work to the greatest extent possible. Each invoice shall include a summary sheet that breaks down federal and non-federal expenditures by budget category. The summary sheet should include a salary and fringe breakdown to include grade/step, position, and number of hours worked multiplied by the appropriate hourly pay rate. Also, include all necessary backup documentation that will serve as verification for all expenditures listed on the summary sheet. The contract number will be noted on all invoices.

Each invoice or match documentation provided must include a certification statement in accordance with OMB Circular 2 CFR Part 200.415 – Required Certifications **–** "By signing this report, I certify to the best of my knowledge and belief that this report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812."

Examples of acceptable documentation for federal and non-federal expenditures are listed below.

Category	Backup Documentation Needed
Salaries	Copies of signed time sheets with project hours noted with proof of payment.
Communication (telephone bills, postage)	Copies of phone bills. Documentation for postage should include copies of receipts.
Travel	Copies of approved expense reports and signed FS18 are adequate. Also, all copies of validated bills, invoices, and receipts that are related to travel must be provided.
Supplies/Equipment	Copies of cancelled checks or check numbers, receiving reports showing that merchandise was received, cash register receipts, or FS18 signed by a fiscal officer. For corporate card purchases, each cardholder shall provide the standard DNR "Activity Log" bank memo statement and receipts for recording each transaction (purchase and/or credit) made with each corporate purchasing card which must include the following: transaction date, merchant name, description of item purchased

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	(including quantity), account (PCA code) to be charged if different from that assigned to the card, and amount of purchase.
Contractual Services	Copies of bills or invoices with receipts or FS18 signed by a fiscal officer. Also, copies of cancelled checks or copies of check numbers.
Match	Match, if applicable, shall be labeled as match and shall be documented in the same format as direct charges. Match shall be paid out at the same general rate as the federal share. Match information shall be provided with each invoice for direct charges.

Note: Time period on invoice shall coincide with time period on backup documentation for both invoices and match information.

To modify the budget, scope of work, or schedule, please follow these guidelines.

1. Project managers may shift up to ten percent (10%) of their total project funds from one existing line item (e.g. supplies, travel, etc.) to another, as long as it doesn't substantively modify the project's goals, objectives, milestones, or deliverables.

2. Prior approval from the Contract Coordinator is necessary if
   a) You need to modify your budget by more than ten percent (10%); OR
   b) You need to add a new line-item to the existing budget (e.g., add equipment or subcontractor to budget); OR
   c) You need a no-cost extension; OR
   d) The modification will result in substantive changes to the project's goals, objectives, milestones, or deliverables.

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Appendix C
Administrative Conditions

1. General Terms and Conditions

The recipient agrees to comply with the current EPA general terms and conditions available at: https://www.epa.gov/grants/epa-general-terms-and-conditions-effective-october-3-2016-or-later. These terms and conditions are in addition to the assurances and certifications made as part of the award and terms, conditions, or restrictions cited throughout the award.

The EPA repository for the general terms and conditions by year can be found at: http://www.epa.gov/grants/grant-terms-and-conditions.

2. Indirect Costs

If the recipient does not have a previously established indirect cost rate, it agrees that it will prepare its indirect cost rate proposal and/or cost allocation plan and in accordance with 2 CFR 200.416 "Cost allocation plans and indirect cost proposals."

If EPA is the cognizant federal agency, the state recipient must send its indirect cost rate proposal within six (6) months after the close of the governmental unit's fiscal year to:

Regular Mail

Financial Analysis and Rate Negotiation Service Center Office of Acquisition Management
U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, NW, MC 3802R Washington, DC 20460

Mail Courier (e.g. FedEx, UPS, etc.)

Financial Analysis and Rate Negotiation Service Center Office of Acquisition Management
US Environmental Protection Agency
1300 Pennsylvania Avenue, NW, 6th floor Bid and Proposal Room Number 61107
Washington, DC 20004

Electronic Submission (e.g. PDF)

OGD lndirectCost@EPA.GOV

Recipients are entitled to reimbursement of indirect costs, if they have a current rate agreement, or have submitted an indirect cost rate proposal to their cognizant federal agency for review and approval. Recipients are responsible for maintaining an approved indirect cost rate. Recipients with differences between their provisional rates and final rates are not entitled to more than the award amount, without EPA approval.

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Recipients must comply with the audit requirements prescribed in 2 CFR 200.501(a).

3. Annual Federal Financial Report

Pursuant to 2 CFR 200.327 and 200.343, the recipient agrees to submit to EPA an annual Federal Financial Report (FFR) (SF-425) when the budget period is longer than one year. The following reporting period end dates shall be used for interim reports: 3/31, 6/30, 9/30, or 12/31. Interim reports shall be submitted no later than 90 days after the end of each reporting period.

The form is available on the internet at http://www.epa.gov/financial/forms . **All FFRs must be submitted to the Las Vegas Finance Center (LVFC) via email LVFC-grants@epa.gov or fax at 702-798-2423.**

4. Contingent Funding

In the event that additional Federal funds are not made available, the recipient agrees that each of the object class amounts in the approved budget shall be prorated by the ratio of the amount of total Federal funds awarded to the amount of total Federal funds contingently approved. If proration of the budget is not acceptable, the recipient must submit an amendment request for a budget revision. This **request** must be submitted to the Grants Management Officer (3PM70) at least 60 days before the expiration of the budget period. Pending approval of the revised budget submission, the grant will be amended to reflect the budget at actual funding level.

5. Utilization of Small, Minority, and Women's Business Enterprises

GENERAL COMPLIANCE, 40 CFR, Part 33
The recipient agrees to comply with the requirements of EPA's Disadvantaged Business Enterprise (DBE) Program for procurement activities under assistance agreements, contained in 40 CFR, Part 33.

MBE/WBE REPORTING, 40 CFR, Part 33, Subpart E
MBE/WBE reporting is required in annual reports. Reporting is required for assistance agreements where there are funds budgeted for procuring construction, equipment, services and supplies, including funds budgeted for direct procurement by the recipient or procurement under subawards or loans in the "Other" category that exceed the threshold amount of $150,000, including amendments and/or modifications.

Based on EPA's review of the planned budget, this award meets the conditions above and is subject to the Disadvantaged Business Enterprise (DBE) Program reporting requirements. However, if recipient believes this award does not meet these conditions, it must provide the EPA Grant Specialist with a justification and budget detail within 21 days of the award date clearly demonstrating that, based on the planned budget, this award is not subject to the DBE reporting requirements.

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The recipient agrees to complete and submit a "MBE/WBE Utilization Under Federal Grants, Cooperative Agreements and Interagency Agreements" report (EPA Form 5700-52A) on an annual basis. All procurement actions are reportable, not just that portion which exceeds $150,000.

When completing the annual report, recipients are instructed to check the box titled "annual" in section 1B of the form. For the final report, recipients are instructed to check the box indicated for the "last report" of the project in section 1B of the form. Annual reports are due by October 30th of each year. Final reports are due by October 30th or 90 days after the end of the project period, whichever comes first.

The reporting requirement is based on total procurements. Recipients with expended and/or budgeted funds for procurement are required to report annually whether the planned procurements take place during the reporting period or not. If no budgeted procurements take place during the reporting period, the recipient should check the box in section 5B when completing the form.

MBE/WBE reports should be **signed and emailed to R3 MBE-WBE_Reports@epa.gov as a pdf file, or if that is not possible, mailed to Hana Hyland, Small Business Program Coordinator (3DA10), U.S. EPA- Region Ill, 1650 Arch Street, Philadelphia, PA 19103-2029 with a courtesy copy to the EPA Grant Specialist.** The current EPA Form 5700-52A can be found at the EPA Office of Small Business Program's Home Page at http://www.epa.gov/osbp/dbe_reporting .htm;

This provision represents an approved deviation from the MBE/WBE reporting requirements as described in 40 CFR, Part 33, Section 33.502; however, the other requirements outlined in 40 CFR Part 33 remain in effect, including the Good Faith Effort requirements as described in 40 CFR Part 33 Subpart C, and Fair Share Objectives negotiation as described in 40 CFR Part 33 Subpart D and explained below.

FAIR SHARE OBJECTIVES, 40 CFR, Part 33, Subpart D

A recipient must negotiate with the appropriate EPA award official, or his/her designee, fair share objectives for MBE and WBE participation in procurement under the financial assistance agreements.

In accordance with 40 CFR, Section 33.411 some recipients may be exempt from the fair share objectives requirements described in 40 CFR, Part 33, Subpart D. Recipients should work with their DBE coordinator, if they think their organization may qualify for an exemption .

Current Fair Share Objective/Goal

The dollar amount of this assistance agreement or the total dollar amount of all of the recipient's financial assistance agreements in the current federal fiscal year from EPA is $250,000, or more. The Maryland Department of Natural Resources has negotiated the following, applicable MBE/WBE fair share objectives/goals with EPA as follows:

MBE: SUPPLIES 24.0; SERVICES 28.0
WBE: SUPPLIES 21.0; SERVICES 12.0

Negotiating Fair Share Objectives/Goals
In accordance with 40 CFR, Part 33, Subpart D, established goals/objectives remain in effect for three fiscal years unless there are significant changes to the data supporting the fair share objectives. The recipient is required to follow requirements as outlined in 40 CFR Part 33, Subpart D when renegotiating the fair share objectives/goals.

SIX GOOD FAITH EFFORTS, 40 CFR, Part 33, Subpart C
Pursuant to 40 CFR, Section 33.301, the recipient agrees to make the following good faith efforts whenever procuring construction, equipment, services, and supplies under an EPA financial assistance agreement, and to require that sub-recipients, loan recipients, and prime contractors also comply. Records documenting compliance with the six good faith efforts shall be retained:

(a) Ensure that DBEs are made aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities. For Indian Tribal, State, and Local Government recipients, this will include placing DBEs on solicitation lists and soliciting them whenever they are potential sources.

(b) Make information on forthcoming opportunities available to DBEs and arrange time frames for contracts and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by DBEs in the competitive process. This includes, whenever possible, posting solicitations for bids or proposals for a minimum of 30 calendar days before the bid or proposal closing date.

(c) Consider in the contracting process whether firms competing for large contracts could subcontract to DBEs. For Indian Tribal, State, and local Government recipients, this will include dividing total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by DBEs in the competitive process.

(d) Encourage contracting with a consortium of DBEs when a contract is too large for one of these firms to handle individually.

(e) Use the services and assistance of the SBA and the Minority Business Development Agency of the Department of Commerce.

(f) If the prime contractor awards subcontracts, require the prime contractor to take the steps in paragraphs (a) through (e) of this section.

CONTRACT ADMINISTRATION PROVISIONS, 40 CFR, Section 33.302
The recipient agrees to comply with the contract administration provisions of 40 CFR, Section 33.302.

BIDDERS LIST, 40 CFR, Section 33.501(b) and (c)

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Recipients of a Continuing Environmental Program Grant or other annual reporting grant, agree to create and maintain a bidders list. Recipients of an EPA financial assistance agreement to capitalize a revolving loan fund also agree to require entities receiving identified loans to create and maintain a bidders list if the recipient of the loan is subject to, or chooses to follow, competitive bidding requirements. Please see 40 CFR, Section 33.501 (b) and (c) for specific requirements and exemptions.

6. Federal Employee Costs

The recipient understands that the funds for this project (including funds contributed by the recipient as their cost share) may not be used to pay for the travel of Federal employees, or for other costs associated with Federal participation in this project unless the Federal agency is performing special technical assistance to the recipient as allowed under the provisions of the Intergovernmental Cooperation Act.

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Programmatic Conditions

1. Performance Reports

In accordance with 2 CFR 200.328, the recipient agrees to submit performance reports that include brief information on each of the following areas; a) a comparison of actual accomplishments to the outputs/outcomes established in the assistance agreement work plan for the period; b) the reasons for slippage if established outputs/outcomes were not met; and c) additional pertinent information, including, when appropriate, analysis and information of cost overruns or high unit costs. In accordance with 2 CFR 200.328, the recipient agrees to inform EPA as soon as problems, delays or adverse conditions become known which will materially impair the ability to meet the outputs/outcomes specified in the assistance agreement work plan.

2. Performance Reports – Submission Frequency

The recipient agrees to submit **semi-annual** performance reports to the EPA Project Officer. The reports are due 30 days after the reporting period. Final performance reports are due 90 days after the end of the budget period.

3. Quality Assurance Management Plan

In accordance with 2 CFR 1500.11, the recipient shall continue to implement and adhere to the Quality Management Plan (QMP) submitted to EPA. The QMP should be updated annually or as necessary based on the EPA QA/R-2: EPA Requirements for Quality Management Plans. This quality assurance requirement applies to all grants, cooperative agreements, contracts and interagency agreements that involve the use of environmental data.

4. Quality Assurance Project Plan

In accordance with 2 CFR 1500.11, the recipient must develop and implement quality assurance and quality control procedures, specifications and documentation that are sufficient to produce data of adequate quality to meet project objectives. The Quality Assurance Project Plan (QAPP) is the document that provides comprehensive details about the quality assurance/quality control requirements and technical activities that must be implemented to ensure that project objectives are met. The QAPP should be prepared in accordance with EPA QA/R-5: EPA Requirements for Quality Assurance Project Plans.

The QAPP must be submitted to the EPA Project Officer at least 30 days prior to the initiation of data collection or data compilation.

Prior to environmental data collection or data compilation, the QAPP must be approved by the EPA Project Officer. When the recipient is delegating the responsibility for an environmental data collection or data compilation activity to another organization, the EPA Regional Quality Assurance Manager may allow the recipient to review and approve that organization's QAPP.

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5. Pre-Award Costs

Pre-Award Costs have been approved in accordance with the recipient's application dated 7/01/15.

6. Geospatial Data Standards

All geospatial data created must be consistent with the Federal Geographic Data Committee (FGDC) endorsed standards. Information on these standards may be found at www.fgdc.gov.

7. Competency Policy

In accordance with Agency Policy Directive Number FEM-2012-02, Policy to Assure the Competency of Organizations Generating Environmental Measurement Data under Agency-Funded Assistance Agreements, Recipient agrees, by entering into this agreement, that it has demonstrated competency prior to award, or alternatively, where a pre-award demonstration of competency is not practicable, Recipient agrees to demonstrate competency prior to carrying out any activities under the award involving the generation or use of environmental data. Recipient shall maintain competency for the duration of the project period of this agreement and this will be documented during the annual reporting process. A copy of the Policy is available online at http://www.epa .gov/fem/lab_comp.htm or a copy may also be requested by contacting the EPA project officer for this award.

8. Program Guidance

The recipient agrees to comply with the provisions of the US EPA CBP Grant Guidance (2015). Any future versions of the Guidance will be applicable while the assistance agreement is still active.

9. EPASS Security

In accordance with Homeland Security Presidential Directive-12 (HSPD-12), "Policy for a Common Identification Standard of Federal Employees and Contractors;" Executive Order-13467, "Reforming Processes Related to Suitability for Government Employment, Fitness for Contractor Employees, and Eligibility for Access to Classified National Security Information;" and Executive Order 13488, "Granting Reciprocity on Excepted Service and Federal Contractor Employee Fitness and Reinvestigating Individuals in Positions of Public Trust," the recipient agrees to follow instructions from the EPA project officer to ensure compliance with the EPA Personnel Access and Security System (EPASS).

Prior to beginning work at an EPA facility, the recipient, or its employees or program participants, must complete either:

A. A favorable fingerprint check for recipients (and their employees or program participants) who require six (6) months or less of unescorted physical access to EPA facilities; or

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B. A favorable background investigation and fingerprint check for recipients (and their employees or program participants) who require more than six (6) months of unescorted physical access to EPA facilities.

Recipients, their employees, or program participants may not be permitted access to EPA facilities until meeting these requirements. Recipients may initiate the appropriate check through the following link: http://cdx.epa.gov.

Failure of a recipient, their employees, or program participants to receive a favorable fingerprint or background check, whichever is applicable, shall result in the termination of the recipient, their employees, or program participants from continued enrollment in the program.

10. EPA Involvement

The work involved in this cooperative agreement will be performed through MD DNR and the CBP Goal Implementation Teams in which EPA also substantially participates as a CBP partner to ensure that the efforts of all members are coordinated and to ensure consistency of recommendations and decisions for al Chesapeake Bay Program partners.

11. State Grant Cybersecurity Condition

(a) The recipient agrees that when collecting and managing environmental data under this assistance agreement, it will protect the data by following all applicable State law cybersecurity requirements.

(b)(1) EPA must ensure that any connections between the recipient's network or information system and EPA networks used by the recipient to transfer data under this agreement are secure. For purposes of this Section, a connection is defined as a dedicated persistent interface between an Agency IT system and an external IT system for the purpose of transferring information. Transitory, user-controlled connections such as website browsing are excluded from this definition. If the recipient's connections as defined above do not go through the Environmental Information Exchange Network or EPA's Central Data Exchange, the recipient agrees to contact the EPA Project Officer (PO) and work with the designated Regional/Headquarters Information Security Officer to ensure that the connections meet EPA security requirements, including entering into Interconnection Service Agreements as appropriate. This condition does not apply to manual entry of data by the recipient into systems operated and used by EPA's regulatory programs for the submission or reporting and/or compliance data.

(b)(2) The recipient agrees that any subawards it makes under this agreement will require the subrecipient to comply with the requirements in (b)(1) if the subrecipient's network or information system is connected to EPA networks to transfer data to the Agency using systems other than the Environmental Information Exchange Network or EPA's Central Data Exchange. The recipient will be in compliance with this condition: by including this requirement in subaward agreements; and during subrecipient monitoring deemed necessary by the recipient under 2 CFR 200.331(d), by inquiring whether the subrecipient has contacted

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the EPA Project Officer. Nothing in this condition requires the recipient to contact the EPA Project Officer on behalf of a subrecipient or to be involved in the negotiation of an Interconnection Service Agreement between the subrecipient and EPA.

12. Subaward Policy Reporting Requirement

The recipient must report on its subaward monitoring activities under 2 CFR 200.331(d). Examples of items that must be reported if the pass-through entity has the information available are:

1. Summaries of results of reviews of financial and programmatic reports.
2. Summaries of findings from site visits and/or desk reviews to ensure effective subrecipient performance.
3. Environmental results the subrecipient achieved.

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Exhibit D

MBE/WBE PROCUREMENTS MADE DURING REPORTING PERIOD

Invoice Reporting Period: _____
CBIG Contract Number: _____
Project Title: _____

1. Business Enterprise		2. $ Value of Procurement	3. Date of Procurement MM/DD/YY	4. Type of Product or Services (Enter Code)	5. Name/Address/Phone Number of MBE/WBE Contractor or Vendor
Minority	Women				

Product or Service Codes:
1 = Construction 2 = Supplies 3 = Services 4 = Equipment

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For each MBE/WBE procurement during the reporting period, provide the following information:

1. Check either the MBE or WBE column. If a firm is both an MBE and WBE, the recipient may choose to count the entire procurement towards EITHER its MBE or WBE accomplishments. The recipient may also divide the total amount of the procurement (using any ratio it so chooses) and count those divided amounts towards its MBE and WBE accomplishments. If the recipient chooses to divide the procurement amount and count portions toward its MBE and WBE accomplishments, please state the appropriate amounts under the MBE and WBE columns on the form. **The combined MBE and WBE amounts for that MBE/WBE contractor must not exceed the "Value of Procurement" reported in column #3.**

2. Dollar value of procurement.

3. Date of procurement, shown as month, day, and year. Date of procurement is defined as the date the contract or procurement was awarded, not the date the contractor received payment under the awarded contract or procurement, unless payment occurred on the date of award. **(Where direct purchasing is the procurement method, the date of procurement is the date the purchase was made.)**

4. Using codes at the bottom of the form, identify type of product or service acquired through this procurement (e.g. enter 1 if construction, 2 if supplies, etc.).

5. Name, address, and telephone number of MBE/WBE firm.

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Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Jake Rollow
Submitting Department: Community Services
Item Type: Legislative
Agenda Section: Action Items (8:30 p.m. - 9:05 p.m.)

SUBJECT
Education Enrichment Grants (10 minutes)

HCC-180-FY18

Recommendation:
I move that the Mayor and Council authorize the expenditure of NTE $9,867.70 to support the grant proposals recommended from the Education Advisory Committee and listed in the attached memo for the dissemination of Education Enrichment Grants

Sponsor(s):
At the Request of the City Administrator

Co-Sponsor(s):
Suiter, Ward, Lawrence

ATTACHMENTS
Memo - City Council 2018-01-08.draft.docx

Summary Background:
See attached memo.

Next Steps:
Approve the Committee's recommendation and disburse funds.

Fiscal Impact:
$9,867.70

City Administrator Comments:
Recommend Approval

Community Engagement:
Outreach was conducted to inform schools of this program.

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

Legal Review Required?
N/A

MEMO

To: Mayor Candace Hollingsworth and Hyattsville City Council

From: Hyattsville Education Advisory Committee

January 8, 2018

Mayor and Council,

On the evening of November 30, 2017, the Education Advisory Committee met to review applications for the city's third round of Education Enrichment Grants Program. This program authorized the Committee to seek applications from public elementary, middle, and high schools with attendance boundaries that encompass all or part of the city limits of Hyattsville. The program authorized up to $500 in awards up to a total of $10,000.

We were pleased with the response to the grants program from our area schools. Twenty-six requests were received from seven schools with a total requested amount of $11,843.59. The grant requests included everything from STEM programs to art projects to athletics, projects that would engage parents and community, and projects that would make a difference in the lives of Hyattsville's children.

In selecting the recommended program awardees, the Committee sought to select programs that would address needs principals have identified, including parental involvement, bilingual resources, mental health, as well as supporting arts programs and students who come from backgrounds of poverty. With these aims in mind, the Committee recommends the following 21 programs be awarded the following amounts:

- Edward M. Felegy Elementary School, $228.70 for Thinking Inside the Box: Designing Plant Packages
- Hyattsville Middle School, $500 for Black Box Theatre Audience Risers
- Hyattsville Middle School, $500 for Kids Excelling in Math & Science Field Trips
- Hyattsville Middle School, $500 for Multicultural Club
- Northwestern Evening High School, $500 for ESOL/GED Incentive Program
- Northwestern High School, $300 for ESOL Wildcat Way Manipulatives
- Northwestern High School, $500 for AP Testing Student Support
- Northwestern High School, $500 for Basic Stained Glass, Jewelry Design, Beadwork, and Glass Fusing Class
- Northwestern High School, $500 for Classroom Tuner Set
- Northwestern High School, $500 for La Clínica del Pueblo Group Intervention Support
- Northwestern High School, $500 for New Marching Band Banner
- Northwestern High School, $500 for New Mouth Pieces for NHS Band
- Northwestern High School, $500 for NHS Concert Band Literature
- Northwestern High School, $500 for Wildcat Way Posters
- Northwestern High School, $500 for Writing for Change Program
- Rosa L. Parks Elementary School, $500 for Discover Club Field Trips
- Rosa L. Parks Elementary School, $500 for Family STEAM Nights
- Rosa L. Parks Elementary School, $500 for Girls on the Run

- Rosa L. Parks Elementary School, $500 for Parent & Community Engagement
- University Park Elementary School, $400 for UPES Board Game Library
- University Park Elementary School, $439 for Mad About Math

This is a total award of $9,867.70 out of a requested $11,782.59.

Five all programs, four at Hyattsville Elementary and one at Northwestern High School, were not awarded; however, the committee was informed that alternative funding sources were being lined up for these. In addition, the committee reduced the award for the UPES Board Game Library by $100 as part of its effort to award as many worthy projects as possible with remaining within the program's budget.

The Committee would like to thank the City Council and Mayor for establishing the Educational Enrichment Grant Program, and we would like to thank all the teachers, parents, and administrators who submitted applications. We believe the EEGP will help make a difference, and we again urge the Mayor and City Council to consider increasing the funding available for next year's grant cycle.

We would also note that several of the funded programs will use the monies to purchase food and other supplies to support students and parental involvement. There are many opportunities for business involved with food services to help support our area schools, which would welcome such partnerships.

There are many exciting and innovative programs and strategies being pursued in Hyattsville's schools. The Committee would encourage any businesses or community groups or organizations that are looking to make a difference in Hyattsville consider reaching out to the EAC. We would be happy to facilitate connections with our area schools, identifying needs and opportunities for charitable or service-based endeavors.

The Education Advisory Committee
Kathy Dow-Burger, Chair
Daniel Broder, Vice Chair
Dakarai Aarons
Jan Edwards
DJ Johnson
Jen Kubit
Frank Mills
T. Carter Ross
Cynthia Totten

Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Nicola Konigkramer
Submitting Department: Legislative
Item Type: Ordinance
Agenda Section: Action Items (8:30 p.m. - 9:05 p.m.)

SUBJECT
Residential Permit Parking Zones Program - 2017 Update (10 minutes)

HCC-99-FY18

Recommendation:
I move that the Mayor and Council direct the City Attorney (in consultation with City staff) to develop an ordinance amending Article IV, Residential Permit Parking Zones of the City Charter and Code. In doing so, the City Attorney and City staff shall include the changes outlined in the attached memo.

Sponsor(s):
Lawrence

Co-Sponsor(s):
Haba, Ward

ATTACHMENTS

Memo_Suggested Action and Summary Background.docx

Memo_-_Residential_Parking_Zone_-_Staff_Review.pdf

Residential_Parking_Committee_Recommendations_9.29.16.pdf

RPZ_Committee_Recommendations_-_March_2017.pdf

Summary Background:
See attached memo.

Next Steps:
Schedule a public information session.

Fiscal Impact:
TBD

City Administrator Comments:
For Review and Discussion

Community Engagement:
In addition to the public discussion of this motion and the ensuing draft ordinance, this more calls for the scheduling of a public information session.

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

Legal Review Required?
Pending

City of Hyattsville

Memo

To: Mayor and Council

From: Councilmember Bart Lawrence, Ward 1

CC: Tracey Nicholson, City Administrator

Skip Cornbrooks, City Attorney

Date: October 31, 2017

Re: Residential Permit Parking Zones Program – 2017 Update

Suggested Action:
Amendments to Article IV, Residential Permit Parking Zones:

- Resident parking permits shall be issued with two-year renewal requirements.
- City staff shall use the following metrics when issuing 2-year parking permits:
    - Within a designated Residential Parking Zone (RPZ), the overall number of permits issued by the City should be determined by the Parking Compliance Department based on the total amount of available street parking, minus a 10 percent buffer for guest parking. In this way, the total number of permits issued to residents would vary based on the availability of parking spaces on the street. Each Hyattsville home in an RPZ should be issued no more than four parking permits for on-street parking and no less than one permit.
    - The Parking Compliance staff should take the number of available off-street parking spaces (e.g., driveways and garages) into consideration when granting parking permits. Where street parking is limited, residents with off-street parking should be issued fewer permits.
    - Parking permits should only be issued to Maryland registered vehicles, with the exceptions including but not limited to active duty military personnel and students.
    - Additional permits may be granted based on special considerations such as onsite caregivers and others as may be determined by Parking Compliance staff.
- In addition to current metrics, when reviewing the request for the establishment of an RPZ, City staff shall consider the number of available off-street parking spaces (such as driveways and garages).
- Property owners of single-family rental properties shall be required to collect all 2-year parking permits from their tenants upon termination of a lease. Failure to do so should result in a limitation on, or elimination of, permits issued to future residents.
- Residents of multifamily homes must individually apply for 2-year parking permits.

- Guest permits: Residents who live within an RPZ will be provided as part of the permit application a booklet of 50 1-day guest permits and a single 5-day guest permit. Eligible households will receive no more than one guest permit booklet in a two-year period. In addition to the guest permit booklets, upon proper request and proof of residency, RPZ residents shall be issued up to five 1-day parking permits at a time to allow for special events. Upon proper request and proof of residency, RPZ residents shall be issued up to one 5-day parking permit at a time. Upon proper request and proof of residency, 5-day parking permits may be issued for the same vehicle up to three consecutive times. Parking permits shall not be issued to residents in a manner that serves as a de facto 2-year parking permit. There shall be no charge for the issuance of parking permits.
- When establishing new RPZs, staff shall not permit RPZ applications to include commercially zoned properties, unless City staff determine that such an RPZ could function effectively and without adverse effects on residents and business owners. This might be done by creating designated areas within RPZs in which the RPZ rules are lifted for a set period of time. The City could also implement some combination of parking meters and/or zoned pay-by-phone. The meters and pay-by-phone would be enforced during specific hours and would default to the RPZ during all other hours.
- There shall be a 30-minute grace period across all RPZs unless otherwise stipulated by Council or staff.
- To accommodate existing businesses that might be adversely affected by the proposed changes to the RPZ program, the staff shall use a combination of parking meters and/or zoned pay-by-phone. The meters and pay-by-phone would be enforced during specific hours and would default to the RPZ during all other hours if required
- The penalty for each RPZ parking violation shall be up to $50.

The Mayor and City Council further direct the City staff to take the following actions in a manner and timeframe accordant with the proposed updates to the RPZ program:

- Well before the rollout of the new RPZ regulations, the City shall inform residents of the option and process for undoing an existing RPZ. This information should include details on the new regulations.
- Void all current RPZ permits.
- Replace/Update RPZ signage.
    a) Improve the overall consistency of RPZ signage by color coding each zone, making certain that all signs have the zone number displayed
    b) Clearly post the ordinance information
    c) Clearly display the applicable hours of enforcement
- Move forward with the purchase and use of an Automated License Plate Reader (ALPR). Based on the performance of the ALPR, staff should consider the acquisition of additional units in the FY2019 budget.
- Produce a local "Parking" guide, including both residential parking and metered parking rules and regulations.
- Schedule a public engagement opportunity to allow for information sharing with regards to the proposed changes to the RPZ program outlined in this motion. This meeting should precede discussion of the draft ordinance.

Summary Background:
The intent of residential parking permit program is to protect the rights of residents and provide for the effective usage, safety, and management of on-street parking. Residential parking zones have been created to manage on-street parking in proximity to businesses, Metro stations, multi-family homes, and schools. The City currently has a number of residential parking zones that, according to City staff and residents, operate with varying degrees of effectiveness. In 2015, the City Council established the

temporary Residential Parking Zone Committee to leverage the knowledge and skills of residents and volunteers to conduct a review of the City's current residential parking zone program, exploring gaps in service, needs, and best practices, with the intent of developing a set of recommendations for modifying the program in order to better serve parking needs in neighborhoods throughout the City.
The committee's review included such aspects of the program as —

- Permitting (e.g., duration of validity, number of guest permits per household, allowable capacity for permitting)
- Grace period (i.e., the allowable amount of time that someone can park in a residential parking zone before being ticketed)
- Enforcement (e.g., policies that allow the City to reasonably enforce parking restrictions, policies that are fair to residents and visitors)
- Signage (e.g., consistency, if necessary, and clarity)
- Capacity (e.g., ability of streets to support two-way on-street parking)
- Efficiency of use of available off-street parking

In addition to the general intent of the City's residential parking permit program, the following principles guided the committee's review and policy recommendations:

- Ensure the safety of residents and visitors
- Strive for adequate evening and nighttime (e.g., 5 p.m. to 6 a.m.) residential parking
- Allow for residential parking to support local businesses during business hours (e.g., 6 a.m. to 5 p.m.)
- Avoid policies that negatively affect local businesses

The council is grateful for the efforts of the committee, understanding that any attempt to update the residential permit parking zones program so that it fulfills its intent, while satisfying the needs of residents, visitors, and business owners, is a great challenge. This motion synthesizes the committee's recommendations, staff feedback, and resident and business owner input. It's expected that with additional input from the public and discussion among council members, the parameters of this motion will change.

Memo

To: Mayor and City Council

CC: Tracey Nicholson, City Administrator
Chris Giunta, Manager of Code & Parking Compliance

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

Date: March 30, 2017

Re: Residential Parking Zone Recommendations

On January 19, 2016, the Mayor and Council appointed members to the Residential Parking Zone (RPZ) Ad Hoc Committee. The Committee was created by the City Council with the following directive:

> "The Residential Parking Zone Ad Hoc Committee was established to review and make recommendations on City policies related to the City's residential parking zone program. The Mayor and Council shall strive to include at least one member on the committee from each Ward of the City. The committee shall conduct a review of the City's current residential parking zone program, exploring gaps in service, needs, and best practices, with the intent of developing a set of recommendations for modifying the program in order to better serve parking needs in neighborhoods throughout the City. The committee shall make its recommendations to the Council within 120 days of its inception, after which the committee's charter shall end."

The Committee's adopted recommendations were presented to the Mayor and City Council on Monday, October 17, 2016. A complete copy of the adopted recommendations is attached to this memorandum.

Over the past several months, City Staff has evaluated the operational and fiscal impacts of the Committee's recommendations. Attached to this memorandum is a spreadsheet that details each individual Committee recommendation with Staff's recommendations for addressing each issue and the investment necessary to execute each individual item.

There were two specific areas that the Council directed staff to further evaluate and make recommendations on implementation and impact. Specifically:

1. Recommendation for elimination of the 2-hour grace period;
2. Address and account for the parking needs of businesses in residential neighborhoods with permit parking zones.

Grace Period

Staff has continued to assess the impacts of the existing grace period and the lifting of the grace period in part or entirely. Staff continues to support the need for a reduction in the grace period, however Staff is not supportive of complete elimination of the grace period. Staff is recommending that existing Residential Parking Zones be categorized into two distinct categories:

1. High Volume RPZ's: Zone's in which the vehicle volume primarily is the result of higher density, lack of off-street parking. (15-minute grace period)

2. Commuter/Commerce RPZ's: Zone's in which the vehicle volume has peaks at certain times, but generally has the capacity to absorb additional on-street parking demand. (30-minute grace period)

Staff is confident that we have the ability to effectively respond to both the 15 and 30 minute intervals from when the vehicle is chaulked to when it is eligible to receive a parking citation.

Commercial Uses

There are several permit parking zones within the City where businesses are mixed with private residences. Some City residents owning and operating these businesses may have executed building purchase or lease documents based on relaxed enforcement of permit parking requirements at the time of execution. Guest parking permits can be problematic for the clients of these business owners. The Committee recommends that such business owners be allowed to review with Parking Compliance personnel an option for a number of temporary parking passes for their customers based on a set of approved criteria that will include the number of available parking spaces on their street as determined by Parking Compliance personnel, or other appropriate means such as parking meters.

Staff would like the Council to consider the following options/alternatives when considering commercial properties located within a designated Residential Parking Zone:

Option 1: Eliminate commercially zoned properties from existing RPZ's and do not permit future RPZ applications to include commercially zoned properties. The 4300 Block of Hamilton Street includes a RPZ on the south side of the street (Residential) and street meters on the north side of the street (Commercial).

Option 2: Create designated areas within RPZ's in which the RPZ rules are lifted for a set period of time. For new requests, the designated area should be identified when the RPZ is established. For existing zones, businesses should submit a petition requiring the same criteria of demonstrated support.

Option 3: Utilize a combination of parking meters and/or zoned pay-by-phone. The meters and pay-by-phone would be enforced during specific hours and would default to the RPZ during all other hours.

CITY OF HYATTSVILLE

RESIDENTIAL PARKING AD HOC COMMITTEE

RECOMMENDATIONS TO CITY COUNCIL

September 29, 2016

Ad Hoc Committee Members:

Catherine Barron Chair, Ward 1	Andrew Bishop Member, Ward 4	Irma Echeverria Member, Ward 5
Marquisha Powell Vice Chair, Ward 1	Chris Slezak Member, Ward	Joe Youhouse, Member, Ward 1
Brian Minter Secretary, Ward 2		

Summary:

The City Council's directive to the Residential Parking Ad Hoc Committee was to review and make recommendations on City policies related to the City's residential parking zone program; to review the City's current program by exploring gaps in service, needs, and best practices; and to develop recommendations for modifying the program in order to better serve parking needs in neighborhoods throughout the City.

The Committee convened its first meeting on April 26, 2016, and reviewed background materials on the current parking zone policies, procedures and enforcement thereof. Each Committee member selected one or more parking permit zones and agreed to visit those areas, talk to residents in those zones, and report to the Committee at the subsequent meeting in May. From that review and all subsequent Committee meetings, which were attended by interested City residents, it became clear to the Committee that: (a) the City of Hyattsville is becoming a "go to" location attracting new businesses and residents; (b) some of the premises upon which prior City regulations and policies were devised may no longer apply to our burgeoning City; and (c) one of the more important aspects to attracting businesses and residents is reasonable and accessible street parking.

After five months of review, the Committee recommends the following to the City Council, with the expectation that affirmative action on the recommendations can result in: (a) a harmonious plan for managing the existing parking permit zones while increasing parking capacity in the City; (b) education of residents and businesses on the City's parking capacity and compliance procedures; (c) new processes to help residents and businesses manage their expectations regarding parking availability; and (d) a focus on options available to the City as alternatives to additional permit parking zones.

Should the City Council choose to proceed with any or all of the below recommendations, the Committee recommends three months advance notice and outreach to City residents.

Recommendations:

The Committee recommends the following to the City Council:

1. **Void all current permits**. The current parking permit system is ineffective and inefficient. All existing parking permits should become void on a scheduled date (set by the City), and residents in parking permit zones should be required to register for new permits by a specific date to avoid fines.

2. **Change the parking permit system to two year renewal**. Parking permits with no termination date are ineffective in a burgeoning City such as Hyattsville. Parking permits should be issued with two year renewal requirements.

3. **Eliminate allowance of two hour grace period before issuing parking tickets to parkers without residential parking permits in established permit zones**. The use by Parking Compliance personnel of a two hour grace period before ticketing parked cars without parking permits in permit zones is a legacy practice from the Hyattsville Police Department. This is contrary to effective parking enforcement, wasteful of the City's resources in personnel time spent travelling to and from the locations to mark vehicle tires prior to ticketing, and impacts the ability of residents to park near their residences. As the two hour grace period is purely complimentary and does not exist in any regulatory language, the Committee recommends the use of this grace period be immediately eliminated.

4. **Use the following metrics when issuing permits in parking permit zones:**

    a. Within a designated residential parking permit zone, the overall number of permits issued by the City should be determined by the Parking Compliance Department based on the total amount of available street parking, minus a 10 percent buffer for guest parking. In this way, the total number of permits issued to residents would vary based on the availability of parking spaces on their street. Each Hyattsville home in parking permit zones should be issued no more than two parking permits for on-street parking.

    b. The Parking Compliance staff should take the number of available off-street parking spaces (such as driveways and garages) into consideration when granting parking permits. Where street parking is limited, residents with off-street parking should be issued fewer permits.

    c. Parking permits should only be issued to Maryland registered vehicles, with the exceptions including but not limited to active duty military personnel and students.

    d. Additional permits may be granted based on special considerations such as onsite caregivers and others as may be determined by Parking Compliance staff.

5. **Homeowners of rental properties should be required to collect all parking permits from their tenants upon termination of a lease**. Failure to do so should result in a limitation on, or elimination of, permits issued to future residents.

6. **Establish a clear policy for guest permits**. Issued guest parking permits should be easily identified, and every permit should have an expiration date. One-day permit sets should be issued to residents at the time residential parking permits are issued to a resident. There should be a policy for short term and long term guest parking determined by the Parking Compliance Department separate from "party" or "event" permits.

7. **Address and account for the parking needs of businesses owned and operated by Hyattsville residents in residential neighborhoods with permit parking zones**. There are several permit parking zones within the City where businesses are mixed with private residences. Some City residents owning and operating these businesses may have executed building purchase or lease documents based on relaxed enforcement of permit parking requirements at the time of execution. Guest parking permits can be problematic for the clients of these business owners. The Committee recommends that such business owners be allowed to review with Parking Compliance personnel an option for a number of temporary parking passes for their customers based on the number of available parking spaces on their street as determined by Parking Compliance personnel, or other appropriate means such as parking meters.

8. **Improve confusing permit parking signage**. Parking permit zone signage is inconsistent relative to format, content, and display. The Committee recommends the following to ensure fair and effective enforcement: (a) improve the overall consistency of permit parking signage by color coding each zone, making certain that all signs have the zone number displayed; (b) clearly post the ordinance information; and (c) clearly display the applicable hours of enforcement.

9. **Modernize parking enforcement with effective technology and additional Parking Compliance personnel**. The Committee researched the current state of enforcement and opportunities to improve enforcement effectiveness in parking permit zones. To ensure fair, speedy and effective enforcement in these zones, the Committee recommends that the City budget for the purchase of license plate readers for use by Parking Compliance personnel, and additional Parking Compliance personnel.

10. **The City should publicize to City residents the process available for addressing parking concerns.** The City's residents would benefit from preparation and distribution of helpful information on how residents can address parking concerns on their streets; how to ask for and obtain new permit parking zones; how to obtain guest passes; and how the City enforces parking in permitted areas. The Committee recommends that the City Council authorize the Parking Compliance Department to prepare and distribute this information.

Additional Recommendations:

1. **Convert narrow two-way streets to one-way streets, using a one-way pairing rationale.** Based on safety concerns for residents, the City should study and convert some two-way streets to one-way streets based on the width of the streets as determined by an expert. This would allow for additional parking availability to residents.

Residential Parking Zone Ad Hoc Committee Recommendations			
Recommendation	**Committee Recommendation Comments**	**Staff Comments (Updated as of March 2017)**	**Budgetary Impacts**
Void All Current Permits	The current parking permit system is ineffective and inefficient. All existing parking permits should become void on a scheduled date (set by the City), and residents in parking permit zones should be required to register for new permits by a specific date to avoid fines.	**Staff generally concurs with the Committee, though any revamp of the program would require a phasing by zone groups over a 3-4 month period.**	Not Applicable
Change the parking permit system to two-year renewal	Parking permits with no termination date are ineffective in a burgeoning City such as Hyattsville. Parking permits should be issued with two year renewal requirements.	**Staff generally concurs with the Committee. Costs are reflected in the FY2018 Proposed Budget CED - Parking.**	**$15,000**
Eliminate allowance of two hour grace period before issuing parking tickets to parkers without residential parking permits in established permit zones	The use by Parking Compliance personnel of a two hour grace period before ticketing parked cars without parking permits in permit zones is a legacy practice from the Hyattsville Police Department. This is contrary to effective parking enforcement, wasteful of the City's resources in personnel time spent travelling to and from the locations to mark vehicle tires prior to ticketing, and impacts the ability of residents to park near their residences. As the two hour grace period is purely complimentary and does not exist in any regulatory language, the Committee recommends the use of this grace period be immediately eliminated	**Staff has continued to assess the impacts of the existing grace period and the lifting of the grace period in part or entirely. Staff continues to support the need for a reduction in the grace period, however Staff is not supportive of complete elimination of the grace period. Staff is recommending that existing Residential Parking Zones be categorized into two distinct categories:** **1. High Volume RPZ's: Zone's in which the vehicle volume primarily is the result of higher density, lack of off-street parking. (15-minute grace period)** **2. Commuter/Commerce RPZ's: Zone's in which the vehicle volume has peaks at certain times, but generally has the capacity to absorb additional on-street parking demand. (30-minute grace period)** **Staff is confident that we have the ability to effectively respond to both the 15 and 30 minute intervals from when the vehicle is chaulked to when it is eligible to receive a parking citation.**	$4,000
Use the following metrics when issuing permits in parking permit zones:	A. Within a designated residential parking permit zone, the overall number of permits issued by the City should be determined by Parking Compliance based on the total amount of available street parking, minus a 10 percent buffer for guest parking. In this way, the total number of permits issued to residents would vary based on the availability of parking spaces on their street. Each Hyattsville home in parking permit zones should be issued no more than two parking permits for on-street parking. B. The Parking Compliance staff should take the number of available off-street parking spaces (such as driveways and garages) into consideration when granting parking permits. Where street parking is limited, residents with off-street parking should be issued fewer permits. c. Parking permits should only be issued to Maryland registered vehicles, with the exceptions including but not limited to active duty military personnel and students. d. Additional permits may be granted based on special considerations such as onsite caregivers and others as may be determined by Parking Compliance staff.	**Staff concurs with the Committee's recommendations to limit the total quantity of permits to the physical limitations of the streets. The distribution criteria for properties within each RPZ would need to be established and may need to be modified from time-to-time.** **Staff is generally agreeable to the Committee's proposal to reduce from each individual household based on the existence of a driveway, though due to various lengths of both cars and specific driveways an established reduction of a single permit may be more reasonable for administrative purposes.**	Budgetary impacts will be a function of quanity of new permits issued.
Homeowners of rental properties should be required to collect all parking permits from their tenants upon termination of a lease.	Failure to do so should result in a limitation on, or elimination of, permits issued to future residents.	**Staff has continued to review this recommendation and concluded that it will be more effective to restrict parking permits for licensed rental properties to a one-year renewal schedule. Parking permit applications for rental properties would be reviewed at time of the Residential Rental Renewal.**	

Establish a clear policy for guest permits.	Issued guest parking permits should be easily identified, and every permit should have an expiration date. One-day permit sets should be issued to residents at the time residential parking permits are issued to a resident. There should be a policy for short term and long term guest parking determined by the Parking Compliance separate from “party” or “event” permits.	**It is feasible to include in a 'Guest Permit' booklet one to two Guest Permits that are valid for a four (4) or five (5) day period of time. Additional short-term parking permits would be treated as a Special Permit request based on established administrative criteria. Costs are reflected in the FY2018 Proposed Budget CED - Parking.**	$3,000 - $4,000 per issuance cycle.
Address and account for the parking needs of businesses owned and operated by Hyattsville residents in residential neighborhoods with permit parking zones.	There are several permit parking zones within the City where businesses are mixed with private residences. Some City residents owning and operating these businesses may have executed building purchase or lease documents based on relaxed enforcement of permit parking requirements at the time of execution. Guest parking permits can be problematic for the clients of these business owners. The Committee recommends that such business owners be allowed to review with Parking Compliance personnel an option for a number of temporary parking passes for their customers based on the number of available parking spaces on their street as determined by Parking Compliance personnel, or other appropriate means such as parking meters.	**Staff would like the Council to consider the following options/alternatives when considering commercial properties located within a designated Residential Parking Zone:** **<u>Option 1:</u> Eliminate commercially zoned properties from existing RPZ's and do not permit future RPZ applications to include commercially zoned properties. The 4300 Block of Hamilton Street includes a RPZ on the south side of the street (Residential) and street meters on the north side of the street (Commercial).** **<u>Option 2:</u> Create designated areas within RPZ's in which the RPZ rules are lifted for a set period of time. The designated area should be identified when the RPZ is established or petitioned separately within exisiting zones using the same criteria of demonstrated support.** **<u>Option 3:</u> Utilize a combination of parking meters and or zoned pay-by-phone within designated areas of a RPZ. The meters and pay-by-phone would be enforced during specific hours and would default to the RPZ during all other hours.**	Budgetary impacts will need to be evaluated on a case-by-case basis.
Improve confusing permit parking signage	Parking permit zone signage is inconsistent relative to format, content, and display. The Committee recommends the following to ensure fair and effective enforcement: (a) improve the overall consistency of permit parking signage by color coding each zone, making certain that all signs have the zone number displayed; (b) clearly post the ordinance information; and (c) clearly display the applicable hours of enforcement.	**In coordination with the Department of Public Works, Staff has assesed the current residential parking signage inventory and is projecting a replacement cost of $60,000, which is reflected in the proposed FY2018 Capital Improvement Plan (CIP)**	**$60,00 total cost**
Modernize parking enforcement with effective technology and additional Parking Compliance personnel.	The Committee researched the current state of enforcement and opportunities to improve enforcement effectiveness in parking permit zones. To ensure fair, speedy and effective enforcement in these zones, the Committee recommends that the City budget for the purchase of license plate readers for use by Parking Compliance personnel, and additional Parking Compliance personnel.	**Staff has assessed the costs of Automated License Plate Reader (ALPR) technology at $16,000 per unt, which is reflected in the proposed FY2018 Capital Improvement Plan (CIP). Based on the performance of the ALPR, Staff will consider the acquisition of additional units in the FY2019 budget.**	**$16,000 per unt**
The City should publicize to City residents the process available for addressing parking concerns.	The City’s residents would benefit from preparation and distribution of helpful information on how residents can address parking concerns on their streets; how to ask for and obtain new permit parking zones; how to obtain guest passes; and how the City enforces parking in permitted areas. The Committee recommends that the City Council authorize the Parking Compliance Department to prepare and distribute this information.	**A local "Parking" guide will be produced as part of the City's FY2018 budget and will include both residential parking and metered parking information. The guide will include a summary of all rules and regulations regarding parking. Costs are reflected in the FY2018 Proposed Budget CED - Parking.**	**$5,000**
Convert narrow two-way streets to one-way streets, using a one-way pairing rationale.	Based on safety concerns for residents, the City should study and convert some two-way streets to one-way streets based on the width of the streets as determined by an expert. This would allow for additional parking availability to residents.	The City recently utilized this approach to resolve a residential parking demand issue on 4000 block of Gallatin Street. A comprehensive transportation management study is underway and is assessing the feasibility and impacts of this recommendation.	Associated improvements would need to be scheduled for the FY2019 Capital Budget.

The City should create more public parking lots.	Additional parking solutions should be evaluated by the City near religious institutions, schools, and businesses with limited parking availability. Special parking accommodations could be made in nearby public and private parking areas to handle overflow parking during special events or scheduled services without affecting parking availability to residents near their homes.	The City has actively pursued the activation of City-owned property for use of public parking facilities.	Budgetary impacts will need to be evaluated on a case-by-case basis.
Residential streets without the benefit of sidewalks pose safety risks for pedestrians and should be considered for sidewalk installation.		The City's Sidewalk Policy addresses the Committee's comment.	Budgetary impacts will need to be evaluated on a case-by-case basis.

Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Jim Chandler
Submitting Department: Community & Economic Development
Item Type: Purchase
Agenda Section: Discussion Items (9:05 p.m. - 9:20 p.m.)

SUBJECT
Circulator Feasibility Study (15 minutes)

HCC-178-FY18

Recommendation:

Sponsor(s):
At the Request of the City Administrator

Co-Sponsor(s):
N/A

ATTACHMENTS
Memo_Circulator_Feasibility_Study__1_.docx

Summary Background:
The City Council, directed the inclusion of $30,000 in the FY2018 Budget to fund a study on the feasibility of operating a local Circulator. The project overview was discussed by the City Council in January 18, 2017 and again in February 1, 2017.
The Staff is preparing the scope of work in order to pursue grant funding from the Washington Metro Council of Governments and a solicitation for consulting services to advise and assist the staff in conducting the feasibility study. Prior to drafting and issuing the grant application and/or solicitation, the staff would like to confirm the project scope assumptions and expected deliverables.

Next Steps:
Once the City Council confirms and/or clarifies their direction, expectations and the staff assumptions, we recommend the following actions:
- Submit an application to Washington Metropolitan Council of Governments (COG) on or by April 1, 2018. Projects are anticipated to receive notice of approval in mid-May 2018;
- If COG determines that it will not fund the feasibility study, the staff will make a recommendation to amend the contract with Toole Design Services for consulting services (Toole is currently conducting the city-wide Transportation Study), and/or solicit a consultant through a separate Request for Proposal.

Fiscal Impact:
NTE $30,000

City Administrator Comments:
For discussion and clarification

Community Engagement:

Community Sustainability Plan - Goal 9A: Evaluate the feasibility of a City-wide circulator bus, looking at features such as cost, ridership projections, headways and routing.

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

Legal Review Required?
N/A

Memo

To: Mayor and City Council

CC: Tracey Nicholson, City Administrator

From: Jim Chandler, Assistant City Administrator

Date: December 28, 2017

Re: Circulator Feasibility Study Solicitation

The City Council directed $30,000 be included in the FY2018 Budget to fund a study to evaluate the feasibility of operating a local circulator bus. The project scope was discussed in general terms by the City Council in January 18, 2017 and again in February 1, 2017. Council discussion of the motion, submitted by Council President Edouard Haba, indicated that the circulator service should include each of the City's three commercial corridors.

The Department of Community & Economic Development (CED) will use internal staff resources to prepare and submit a grant application for funding and resources to the Metropolitan Council of Government (COG). CED will also develop and issue a solicitation for consulting services to support their efforts at conducting the feasibility study. Prior to drafting and issuing the solicitation, the staff would like to clarify the project scope, expectations, and deliverables.

Circulator Study Assumptions

The staff has prepared the below list of assumptions based upon previous discussions with City Council and is requesting feedback prior to developing the grant, solicitation and finalizing the scope of work:

- Review and compare cost and benefits of 'full' service (7 days per week, 12-14 hours per day) vs. 'peak' service (AM & PM weekday commuter service only);
- Identify funding required for start-up capital (equipment and staffing), operations, maintenance and repair and other short/long-term costs;
- Conduct a cost-benefit analysis of a City operated vs. private contracted services;

- Provide ridership projections and desired level of service based upon defined 'headway/wait-time';
- Identify, review and analyze existing or planned transportation assets and the potential to augment
- Review route options, but as a minimum provide service to all three (3) commercial corridors;
- Provide recommendations on funding sources for start-up, staffing, long-term operations and capital replacement costs;

Staff Evaluation To-Date:
CED staff has been coordinating with COG and reviewing services and studies from surrounding areas to help inform the way-ahead. The following is a summary of transportation initiatives and related opportunities.

- M-NCPPC Prince George's County North County Transportation Demand Management (TDM) Study: The study is ongoing and intended to evaluate the feasibility of creating Prince George's County's first Transportation Demand Management (TDM) Program and includes an area stretching from College Park Metro to Prince George's Plaza Metro and the northern section of the Baltimore Avenue/Gateway Arts District. The study area *does not* include the West Hyattsville Metro Station. The project scope does include an analysis of existing bus routes and opportunities to modify and combine system routes to increase rider utilization.

- Washington Metropolitan Council of Governments (COG): The organization has a Transportation/Land-Use Connections (TLC) Program that provides members the opportunity to apply for technical assistance for similarly scaled projects ($30,000 – $60,000). COG provides an annual application cycle (typically due in March/April) and has in prior years funded feasibility/design projects in City of Gaithersburg, Prince George's County and the City of College Park. Staff has spoken with COG regarding the project concept and we believe it is consistent with the TLC program goals and therefore would be a competitive application for funding. If approved, the project would be managed by COG along with City staff.

- City of Hyattsville Transportation Study: The City's on-going study does not include an evaluation of a circulator service. The staff has discussed the feasibility study with the City's project consultant, Toole Design. Toole Design has performed this type of study, but is not considered as an area in which the firm specializes. The firm is reviewing internally whether the project could (or should) be added as an additional work order to the Transportation Study.

Recommendation

The staff recommends the following actions:

- Submit grant application to COG no later than April 1, 2018. Projects are anticipated to receive notice of approval in mid-May 2018;
- Prepare a solicitation/Request for Proposal for consulting services should the COG determine that it will not fund and/or support the feasibility study.
- If funding and resources are not provided by COG, the staff will recommend either an amendment to the Transportation Study Project with Toole Design (June 2018) or solicit for services through a separate Request for Proposal.
- CED staff will continue reviewing like studies and coordinating with the Prince Georges County TDM study for information and possible collaboration, and/or the feasibility of the City funding the addition of the West Hyattsville Metro.

Hyattsville City Council Agenda Item Report

Meeting Date: January 17, 2018
Submitted by: Nicola Konigkramer
Submitting Department: City Clerk
Item Type: Community Notices
Agenda Section: Community Notices and Meetings

SUBJECT
City Calendar: January 9 - January 17, 2018

HCC-175-FY18

Recommendation:

Sponsor(s):
At the Request of the City Administrator

Co-Sponsor(s):

ATTACHMENTS
Main City Calendar_Jan 18 - Feb 5.docx

Summary Background:
N/A

Next Steps:
N/A

Fiscal Impact:
None

City Administrator Comments:
N/A

Community Engagement:
N/A

Strategic Goals:
Goal 1 – Ensure Transparent and Accessible Governance

Legal Review Required?
N/A

Weekly Program Offerings

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

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

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

City Calendar: January 18 – February 5, 2018

Council Meeting
January 22, 8:00 PM – 10:00 PM @ City Municipal Building, 3rd Floor Council Chambers

Movin' With the Mayor (Three-Part Series)
January 23, 6:30 PM – 9:30 PM @ City Municipal Building
January 30, 6:30 PM – 9:30 PM @ City Municipal Building
January's Movin' With the Mayor is a FREE three-part series focusing on realistic self-defense tactics and techniques for women. RSVP to Ellarose Preston at epreston@hyattsville.org or (301) 985-5006.

Education Advisory Committee Meeting
January 25, 6:30 PM @ City Municipal Building

Health, Wellness, and Recreation Advisory Committee (HWRAC) Meeting
January 25, 7:30 PM @ City Municipal Building

FY-2019 Council Budget Work Session: Council Budget Priorities
January 31, 8:00 PM – 10:00 PM @ City Municipal Building, 3rd Floor Council Chambers

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