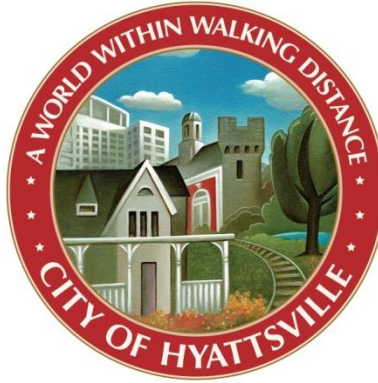




Hyattsville City Council Work Session

Wednesday, January 14, 2014

8:00 PM

Agenda

- 1. Call to Order**
- 2. Public Comment (8:10 p.m. - 8:20 p.m.)**
- 3. Discussion Items (8:20 p.m. - 9:50 p.m.)**
 - (1) Council Budget Priority Discussion: Operating Budget
 - (2) Council Budget Priority Discussion: Capital Budget
- 4. Council Dialogue (9:50 p.m. - 10:00 p.m.)**
- 5. Community Notices and Meetings**
 - (1) City Calendar: 1/15/15 - 1/28/15
- 6. Motion to Adjourn**



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

Meeting: 1/14/2015 8:00 PM
Department: Clerk's Office
Prepared by: Laura Reams
Sponsors: Tartaro
DOC ID: (ID # 1033)

3.1

: Council Budget Priority Discussion: Operating Budget

SUBJECT: Council Budget Priority Discussion: Operating Budget

SECTION:

RECOMMENDED ACTION:

Discussion Only

BACKGROUND:

Attached is a spreadsheet detailing the proposed Council Budget Priorities for the FY16 Operating Budget as of January 12, 2015. Status updates are provided on initiatives included in the FY15 budget.

NEXT STEPS:

The Mayor and Council will discuss the proposed items to determine if they will be included in the draft FY16 budget. City staff will meet prior to the Wednesday, January 14 Council meeting to review the proposed initiatives and will be prepared to provide input on each item at the Council meeting.

STRATEGIC GOALS AND ACTIONS:

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

Action: Action 2.1 (Goal 2)– Maintain a responsible level of investment in capital assets, operations and fu

FISCAL IMPACT:

TBD - FY16 Budget Discussion


Tracey Nicholson, City Administrator 1/12/2015

Tracey E. Nicholson, City Administrator

STATUS UPDATE FY2015 OPERATING BUDGET INITIATIVES

TYPE OF EXPENSE	SPONSORED BY	DESCRIPTION	DEPARTMENT(S)	ESTIMATED FUNDS	INCLUDED IN BUDGET	JANUARY 2015 STATUS	STAFF COMMENTS
Operating	Hollingsworth, Lawrence	Funds and/or staff resources to review and implement the City's Capital Improvement Plan	Finance	n/a	YES	ONGOING	UPDATE: Funds for project management services are being built into the FY16 budget.
Operating	Paschall	Spanish translation services in Hyattsville Reporter	Community Services		YES	COMPLETE	UPDATE: The Hyattsville Reporter is now Bilingual
Operating	Paschall	Board of elections to implement voting reforms	Legislative / Clerk	\$ 19,600.00	YES	ONGOING	UPDATE: In Dec 2014 & Jan 2015, Council has passed Ordinances/Charter Amendments to allow for provisional voting, write in's and lowering the minimum voting age to 16 for local elections. Additionally Council has authorized 1 day of early voting.
Operating	Haba	The International Festival	Community Services, DPW, Police Dept	\$ 45,000.00	YES	COMPLETE	UPDATE: The International Festival was held at Heurich Park in September 2014. Pending Council approval, it will be planned for the summer of 2015 and included in the FY2016 budget.
Operating	Haba	Planting of more trees, at least 25.	DPW	\$ 30,000.00	YES	COMPLETE	UPDATE: The City planted 42 trees in 2014. A comprehensive tree inventory is being conducted to assess tree type and location. Additional funds will be requested for continued tree planting in the FY2016 budget. The City used the County's free

							"Clean up, Green up" program to assist in achieving this priority goal at low cost to the City.
Operating	Hunt	UM Ridership Agreement	Legislative	\$ 6,000.00	YES	COMPLETE	UPDATE: Council approved agreement with UMD in November 2014. Passes are currently available to the public. \$6000 must be budgeted in FY2016 to continue services.
Operating	Hollingsworth, Lawrence, Paschall	Funds to support the Resident Satisfaction Survey	Community Services	\$ 25,000.00	YES	ONGOING	UPDATE: Council approved the award of RFP in December 2014, survey implementation scheduled for 2015.

PROPOSED FY2016 OPERATING BUDGET INITIATIVES - as of January 12, 2015

TYPE OF EXPENSE	SPONSORED BY	DESCRIPTION	DEPARTMENT(S)	ESTIMATED FUNDS	INCLUDED IN BUDGET	JAN 2015 STATUS	STAFF COMMENT
Operating	Paschall, Croslin	Student Writing Competition	Community Services	\$ 1,000.00	PENDING COUNCIL DISCUSSION	N/A	
Operating	Paschall	Funds for implementation of TBD recommendations from Education Advisory Committee	TBD	TBD	PENDING COUNCIL DISCUSSION	N/A	
Operating	Paschall	Funds for implementation of TBD recommendations from Environment Committee	TBD	TBD	PENDING COUNCIL DISCUSSION	N/A	Staff has reached out to Environment Committee to see if they are available to present budget recommendations to Council at an upcoming budget work session
Operating	Hollingsworth	<u>Public Listening Initiative:</u> Funds are requested to expand the City's ability to receive, interpret, and respond to information gathered from residents. Specific Functions: a) Maintain searchable database of residents testifying for public comment at hearings, work sessions, and meetings. b) Begin development of interactive or modular mapping tool that plots residents' concerns/issues/interests utilizing GIS expertise. c) Develop a mechanism for proactively providing updates on issues/items of interest to those residents entering public comment.	Community Services, Community & Economic Development, City Clerk	TBD, requires staff input on existing bandwidth on functional teams to execute & other software/tools required for implementation	PENDING COUNCIL DISCUSSION	N/A	

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

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



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

Meeting: 1/14/2015 8:00 PM
Department: Clerk's Office
Prepared by: Laura Reams
Sponsors: Tartaro
DOC ID: (ID # 1034)

3.2

: Council Budget Priority Discussion: Capital Budget

SUBJECT: Council Budget Priority Discussion: Capital Budget

SECTION:

RECOMMENDED ACTION:

Discussion Only

BACKGROUND:

Attached is a spreadsheet detailing the proposed Council Budget Priorities for the FY16 Capital Budget as of January 12, 2015. Status updates are provided on initiatives included in the FY15 budget.

NEXT STEPS:

The Mayor and Council will discuss the proposed items to determine if they will be included in the draft FY16 budget. City staff will meet prior to the Wednesday, January 14 Council meeting to review the proposed initiatives and will be prepared to provide input on each item at the Council meeting.

STRATEGIC GOALS AND ACTIONS:

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

Action: Action 2.1 (Goal 2)– Maintain a responsible level of investment in capital assets, operations and fu

FISCAL IMPACT:

TBD - FY16 Budget Discussion


Tracey Nicholson, City Administrator 1/12/2015

Tracey E. Nicholson, City Administrator

STATUS UPDATE - FY15 CAPITAL BUDGET INITIATIVES							
TYPE OF EXPENSE	SPONSORED BY	DESCRIPTION	DEPARTMENT(S)	ESTIMATED FUNDS	INCLUDED IN BUDGET	JANUARY 2015 STATUS	STAFF COMMENTS
Capital	Hollingsworth, Lawrence	Funds and/or staff resources to review citywide parking plan and program to a) ensure consistency in signage, b) review appropriateness of parking zones, and c) examine issues of equity in qualifications for residential parking permit.	Community & Economic Development	\$ 36,000.00	YES	ONGOING	UPDATE: To be completed in Spring 2015 (March - June) as part of the residential parking zone program review and update. Council Update scheduled for February 2015. Additional Capital required for signage.
Capital	Hollingsworth, Lawrence	Funds to complete installation of CCTV and call boxes with initial focus on priority areas.	Police	\$ 30,000.00	YES	ONGOING	UPDATE: The Contract with J&M for additional cameras has been approved. Installation should be complete by the end of FY15.
Capital	Paschall, Perry	Lights in West Hyattsville	DPW	\$ 200,000.00	YES	ONGOING	UPDATE: CPJ recently completed the first draft of the Lighting Study. The staff is conducting a review and analysis and will present preliminary findings and recommendations to Council in April 2015. Queens Chapel Road SHA MD 500, and Ager Road Projects, also include lighting upgrades.
Capital	Haba, Perry	Sidewalks improvement and construction	DPW	\$ 1,800,000.00	YES	ONGOING	UPDATE: \$1.8M was allocated for sidewalk and roadway improvements. Work ongoing.
Capital	Paschall, Hunt	Queensbury Road Improvements	DPW	\$ 300,000.00	YES	COMPLETE	UPDATE: Project completed

Capital & Operating	Haba	Traffic Study and speed mitigation on 31st Ave. & Nicholson Street	DPW	TBD	YES	ONGOING	UPDATE: The traffic study findings are expected to be presented to the City in Mar 2015. Some targeted implementation is included in the FY2016 budget.
Capital & Operating	Perry	Slow traffic down on several streets in Wards 2, 4 & 5	DPW	TBD	YES	ONGOING	UPDATE: Traffic counters are in place throughout the City upon request. A more thorough assessment will be made following the results and analysis of the traffic study.

PROPOSED FY2016 CAPITAL BUDGET INITIATIVES as of January 12, 2015

TYPE OF EXPENSE	SPONSORED BY	DESCRIPTION	DEPARTMENT(S)	ESTIMATED FUNDS	INCLUDED IN BUDGET	JANUARY 2015 STATUS	STAFF COMMENTS
Capital	Hunt	Left Turn arrows on Adelphi Road at the intersection of Wells	DPW	75,000 - 150,000	PENDING COUNCIL DISCUSSION	N/A	
Capital	Tartaro	Athletic Field Renovations	DPW	TBD	PENDING COUNCIL DISCUSSION	N/A	
Capital	Paschall, Haba	Funding for Lighting in West Hyattsville	DPW	TBD	PENDING COUNCIL DISCUSSION	N/A	Please see notes listed above from FY15 Capital Budget Initiatives
Capital	Paschall	Surface Parking Lot, Hamilton Street Property	CED	TBD	PENDING COUNCIL DISCUSSION	N/A	Funds are allocated in the FY15 budget for a surface parking lot
Capital	Haba	Sidewalks design & construction on Kelliher Road, Kimberly Road, 31st Place (between Lancer Place & Madison Street)	DPW	TBD	PENDING COUNCIL DISCUSSION	N/A	
Capital	Haba	Nicholson Street (between Ager Rd & Queens Chapel Road, Traffic Calming & Green improvements	DPW	TBD	PENDING COUNCIL DISCUSSION	N/A	

Attachment: Proposed FY16 Capital Budget Initiatives [Revision 1] (1034 : Council Budget Priority Discussion: Capital Budget)

Main City Calendar

1. **Martin Luther King, Jr Holiday - City Administrative Offices Closed**
January 19, All Day
No yard waste, white goods or tire collection this week.
2. **Ethics Commission Meeting**
January 20, 7:00 PM - 8:00 PM @ 3rd Floor Inner Conference Room
3. **City Council Meeting**
January 20, 8:00 PM - 10:00 PM @ 3rd floor, City Council Chambers
4. **Code Compliance Advisory Meeting**
January 21, 7:00 PM - 8:30 PM @ City Municipal Building, 1st Floor Multipurpose Room
5. **Education Advisory Committee**
January 22, 6:30 PM - 8:00 PM @ 4310 Gallatin Street
6. **Planning Committee**
January 27, 7:30 PM - 9:30 PM @ 4310 Gallatin Street