

City Council of Hyattsville, Maryland

AGENDA

City Council Regular Meeting

Monday, January 9, 2017

8:00 PM



Council Chambers

Hyattsville Municipal Building

4310 Gallatin Street, 3rd Floor

Hyattsville, MD 20781

(301) 985-5000 www.hyattsville.org

CITY COUNCIL

[Mayor Candace B. Hollingsworth](#)

[Edouard Haba, Council President, Ward 4](#)

[Bart Lawrence, Council Vice President, Ward 1](#)

[Kevin Ward, Ward 1](#)

[Robert S. Croslin, Ward 2](#)

[Shani N. Warner, Ward 2](#)

[Patrick A. Paschall, Ward 3](#)

[Thomas Wright, Ward 3](#)

[Paula J. Perry, Ward 4](#)

[Ruth Ann Frazier, Ward 5](#)

[Joseph Solomon, Ward 5](#)

ADMINISTRATION

Tracey E. Nicholson, City Administrator

Laura Reams, City Clerk, 301-985-5009, lreams@hyattsville.org

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

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

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

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

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

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

Ways to Watch the Meetings Live: City Council meetings are broadcast live on cable television channel 71 (Comcast) and channel 12 (Verizon). You may also view meetings live online at hyattsville-md.granicus.com/MediaPlayer.php?camera_id=2

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
Motion #:
Sponsor(s): At the Request of the City Administrator
3. **Approval of Agenda**
4. **Approval of the Minutes**
4.a) Approval of the Minutes
I move that the Mayor and Council approve the Council Meeting Minutes for the following meetings: 1) Council Meeting of October 17, 2016, (2) Council Meeting of November 7, 2016, (3) Council Meeting of November 21, 2016 and (4) Council Meeting of December 5, 2016.
Motion #: N/A
Sponsor(s): At the Request of the City Administrator
[Minutes cover.pdf](#)

[Oct 17 2016 Minutes FINAL.pdf](#)

[Nov 7 Minutes FINAL.pdf](#)

[Nov 21 Minutes FINAL.pdf](#)

[Dec 5 Minutes FINAL.pdf](#)
5. **Public Comment (8:10 p.m. – 8:20 p.m.) Limit 2 minutes per speaker**
6. **Presentations (8:20 p.m. - 8:30 p.m.)**
6.a) 2016 Claus Applause Award Presentation (5 minutes)
Motion #: Presentation Only
Sponsor(s): At the Request of the City Administrator
[2016 Claus Applause Winners.docx](#)

[2016 Claus Applause Winners.pdf](#)

6.b) FY2015 Audit Update (5 minutes)
Motion #: Presentation Only
Sponsor(s): At the Request of the City Administrator
[FY-15 Audit Presentation cover.pdf](#)
7. **Consent Items (8:30 p.m. - 8:35 p.m.)**
7.a) Appointments to the Board of Supervisors of Elections

I move that the Mayor with Council approval, re-appoint Ana (Lisa) Pineda (Ward 2) and Greta Mosher (Ward 1) to the Board of Supervisors of Elections for a term of 4 years to expire on January 11, 2021.

Motion #: 107-01-FY17

Sponsor(s): Hollingsworth

[BOE Reappointments cover.pdf](#)

[Ana Lisa Pineda BOE Application redacted.pdf](#)

[Greta Mosher BOE Application redacted.pdf](#)

7.b) Appointments to the Planning Committee

I move that the Mayor and Council re-appoint Andrew Bishop (Ward 4), Jonathan Mueller (Ward 4), Adam Weissmann (Ward 1), Maureen Foster (Ward 2) and Nkosi Yearwood (Ward 2) to the Planning Committee for a term of 2 years to expire on January 9, 2019.

Motion #: 108-01-FY17

Sponsor(s): Haba, Wright

[Planning Reappointments cover.pdf](#)

[Andrew Bishop Planning Committee App redacted.pdf](#)

[Jonathan Mueller Planning Committee App redacted.pdf](#)

[Nkosi Yearwood Planning Committee App redacted.pdf](#)

[Adam Weissmann Planning Committee App redacted.pdf](#)

[Maureen Foster Planning Committee App redacted.pdf](#)

7.c) Appointment to the Teen Advisory Committee

I move that the Mayor and Council appoint Rekik Ziku (Ward 3) to the Teen Advisory Committee for a term to expire on June 30, 2018.

Motion #: 109-01-FY17

Sponsor(s): Hollingsworth

[TAC appointment cover.pdf](#)

[Rekik Ziku TAC Application redacted.pdf](#)

7.d) Appointment to the Ethics Commission Committee

I move that the Mayor and Council appoint Larry Weston (Ward 1) to the Ethics Commission Committee for a term of 3 years to expire on January 9, 2020. I further move that the Mayor and Council revise the recent appointment of Carter Ross to reflect a 3 year term with a new term expiration date of December 31, 2019.

Motion #: 110-01-FY17

Sponsor(s): Hollingsworth, Lawrence

[Ethics appointment cover.pdf](#)

[Larry Weston Ethics Commission App redacted.pdf](#)

7.e) Appointments to the Code Compliance Advisory Committee

I move that the Mayor and Council re-appoint Paul Koch (Ward 1), Joy M. Jeffries (Ward 1) and Gloria Felix-Thompson (Ward 1) to the Code Compliance Committee for a term of 2 years to expire on January 9, 2019.

Motion #: 111-01-FY17

Sponsor(s): Croslin, Perry, Solomon

[Code Reappointments cover.pdf](#)

[Paul Koch Code Committee App redacted.pdf](#)

[Joy Jeffries Code Committee App redacted.pdf](#)

[Gloria Felix Thompson Code Committee App redacted.pdf](#)

7.f) Hyattsville Safe Streets Initiative Memorandum of Understanding

I move that the Mayor and Council approve the Memorandum of Understanding (MOU) for the City of Hyattsville Safe Streets Coalition. The MOU will remain in effect for the until such time as the Coalition is no longer funded.

Motion #: 112-01-FY17

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

[Safe Streets MOU cover.pdf](#)

[MOU Draft 4 01.05.17.doc](#)

7.g) Police Department Surplus Vehicles

I recommend that the Mayor and Council delclare the following Police Department vehicles surplus property, to be disposed of through public auction at the on-line public site www.propertyroom.com.

Vehicle # 7 2003 Ford Crown Victoria

Vehicle # 15 2007 Dodge Charger

Vehicle #28 2007 Dodge Charger

Vehicle #51 2002 Chevrolet Impala

Vehicle #59 2002 Chevrolet Impala

Vehicle #60 2000 Ford Crown Victoria

Vehicle #65 2000 Chevrolet Impala

Motion #: 113-01-FY17

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

[Surplus Vehicles cover.pdf](#)

[Surplus Vehicles 2017.pdf](#)

8. Action Items (8:35 p.m. - 9:15 p.m.)

8.a) Neighborhood BusinessWorks - Letter of Support for Sangfroid Distillery, LLC (10 minutes)

I move that the Council authorize the Mayor to send a letter to the Maryland Department of Housing & Community Development in support of Sangfroid Distillery, LLC's application for financing through the Neighborhood BusinessWorks program.

Motion #: 114-01-FY17

Sponsor(s): Hollingsworth, Lawrence, Ward

[Neighborhood BusinessWorks cover.pdf](#)

[NBWFact Sheet.pdf](#)

[Sangfroid - Hyattsville letter.pdf](#)

8.b) Hyattsville Ordinance 2017-01: Revisions to Chapter 8, Elections Code (15 minutes)

I move that the Mayor and Council introduce Hyattsville Ordinance 2017-01, an ordinance whereby the City Council updates chapter 8 of the Code to reflect changes in the charter regarding qualifications to vote and to make explicit the authority of the Board of Supervisors of Elections, to provide for a Supplemental Voting Registry, to add a list of definitions and duties so as to clarify the elections law, to specify minimum times for the polls to be open, to change Absentee voting to Vote-by-Mail, to adjust campaign finance reporting deadlines to reflect early voting dates, to specify certain rules, and regulations and limitations regarding campaign finance, and to outline a complaint procedure for election law violations (FIRST READING).

Motion #: 115-01-FY17

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

[Chapter 8 cover.pdf](#)

[Chapter 8 Elections 1.5.17 PACKET.pdf](#)

8.c) Establishing regulations governing the disposal of pet waste (10 minutes)

I move that the Mayor and Council authorize the City Attorney to prepare an ordinance that amends Chapter 65 of the Code of the City of Hyattsville to include an article that establishes the regulations for proper disposal of pet waste and the enforcement and fines for violations thereof.

The draft ordinance shall be provided to the Code Committee prior to its submission to the Mayor and Council for approval. Comments on the draft ordinance shall be submitted to the Mayor and Council via the Committee's staff liaison within 45 days of its submission to the Committee.

Motion #: 116-01-FY17

Sponsor(s): Hollingsworth

[Pet Waste cover.pdf](#)

[Model Ordinance - Pet Waste.docx](#)

8.d) Code Vehicle Acquisition (5 minutes)

I move that the Mayor and Council authorize the City Administrator to proceed with the acquisition of one (1) 2017 Ford C-Max from Sheehy Ford Gaithersburg, Maryland at a cost not to exceed \$27,000.00.

Motion #: 117-01-FY17

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

[Code Vehicle cover.pdf](#)

[Memo - C-Max Acquisition 2017.docx](#)

[CMax Vehicle Quotes.pdf](#)

9. Discussion Items (9:15 p.m. - 9:45 p.m.)

9.a) Hyattsville Senior Nutrition Program Partnership

I move that the Mayor and Council authorize the City Administrator (and/or her designee) to prepare and submit an application to the Prince George's County Department of Family Services, Nutrition Program, to offer locations within the City of Hyattsville as nutrition sites for the Prince George's County Senior Meals Program. I further move to authorize the City Administrator (and/or her designee) to negotiate a memorandum of understanding with Prince George's County to define agreeable terms on participation in the Senior Meals Program as a nutrition site. I further move to authorize the City Administrator (and/or her designee) to add a line item to the FY18 budget to include the cost of any facility renovations required to operate a nutrition site.

Motion #: Discussion Only

Sponsor(s): Solomon

[Senior Nutrition Program cover.pdf](#)

[Staff Comments on Senior Nutrition Program 1-9-2017.docx](#)

9.b) Americorps Vista Renewal Application

I move that the Mayor and Council authorize staff to apply for an additional year of support from the Americorps Vista program.

Motion #: Discussion Only, Scheduled for Action on 1/23/17

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

[Vista Renewal cover.pdf](#)

10. Council Dialogue (9:45 p.m. - 9:55 p.m.)

11. Community Notices and Meetings

11.a) City Calendar: January 10 - 18, 2016

Motion #: N/A

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

[Main City Calendar Jan 10 - 18 2017.pdf](#)

12. Motion to Adjourn



Hyattsville City Council Agenda Item Report

Meeting Date: January 9, 2017

Submitted by: Laura Reams

Submitting Department: City Clerk

Item Type: Legislative

Agenda Section: Approval of the Minutes

SUBJECT

Approval of the Minutes

Motion #

N/A

Recommendation:

I move that the Mayor and Council approve the Council Meeting Minutes for the following meetings: 1) Council Meeting of October 17, 2016, (2) Council Meeting of November 7, 2016, (3) Council Meeting of November 21, 2016 and (4) Council Meeting of December 5, 2016.

Sponsor(s):

At the Request of the City Administrator

ATTACHMENTS

[Oct 17 2016 Minutes_FINAL.pdf](#)

[Nov 7 Minutes_FINAL.pdf](#)

[Nov 21 Minutes_FINAL.pdf](#)

[Dec 5 Minutes_FINAL.pdf](#)

Summary Background:

Please see attached minutes.

Next Steps:

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

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Approval

Community Engagement:

N/A

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance

Legal Review Required?

N/A



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1. Call to Order and Council Roll Call

Mayor Hollingsworth called the meeting to order at 8:06 pm.

Present: Mayor Candace B. Hollingsworth
Ward 4 President Edouard Haba
Ward 1 Council Vice President Bart Lawrence
Ward 1 Councilmember Kevin Ward
Ward 2 Councilmember Robert Croslin
Ward 2 Councilmember Shani Warner
Ward 3 Councilmember Patrick Paschall
Ward 5 Councilmember Ruth Ann Frazier
Ward 5 Councilmember Joseph A Solomon

Absent: Ward 3 Councilmember Thomas Wright
Ward 4 Councilmember Paula Perry

Also present were the following City staff members:

City Administrator, Tracey Nicholson
Assistant City Administrator, James Chandler
Chief of Police, Douglas Holland
Director of Public Works, Lesley Riddle
City Treasurer, Ron Brooks
Director of Human Resources, Vivian Snellman
Project Manager Department of Public Works, Hal Metzler
City Planner, Katie Gerbes
Code Compliance Manager, Chris Giunta
City Clerk, Laura Reams
City Attorney, Richard Colaresi
Assistant City Clerk, Lillie Littleford
Intern Nicola Konigkramer

2. Pledge of Allegiance to the Flag

Mayor Hollingsworth asked for a moment of silence in honor of longtime resident Wayne Robinson.

3. Approval of Agenda

Mayor Hollingsworth stated there were two amendments to the agenda: 1) the removal of Motion #55-10-FY17 (Closed Session) from the agenda and 2) a minor correction to Motion #56-10-FY17 (Sonny Frazier Toy Drive).

RESULT:	APPROVED AS AMENDED (UNANIMOUS)
MOVER:	Haba
SECONDER:	Solomon



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AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Frazier, Solomon
NAYS:	None
ABSENT:	Wright, Perry

5. Approval of the Minutes

5.a) Approval of the Minutes

I move that the Mayor and Council approve the Council Meeting Minutes for the following meetings: 1) Council Meeting of August 1, 2016, 2) Public Hearing of August 1, 2016, and 3) Council Meeting of September 19, 2016.

[Minutes_Aug 1 2016 PH.docx](#)

[CM Minutes_Aug 1 2016](#)

[Minutes_Sep 19 2016](#)

Councilmember Shani Warner noted a minor correction to the August 1, 2016 meeting minutes. The Clerk's office said they would make the correction prior to the posting of the approved minutes.

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

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

Mr. John Wolfrum addressed the Mayor and Council in support of the agenda item to approve projects for the City's Commercial Façade Grant Program. He stated that, upon approval of the grant, his company would be performing the renovations for 4316 and 4318 Hamilton Street. He provided a brief summary of the proposed work and introduced property owner, Chantal Attias. Mr. Wolfrum said he and Ms. Attias were happy to answer any questions from Council, if needed.

Mrs. Candy Holland, a Ward 2 resident, addressed the Mayor and Council in support of the recent Cops on Rooftops event. Mrs. Holland summarized the event's success and read a portion of an email sent to Police Chief Holland praising the event. Mrs. Holland thanked Police Department, staff and the Mayor and Council for their support, adding that the event raised \$6,100.00 for Special Olympics.

7. Presentations (8:10 p.m. – 8:55 p.m.)

7.a) FY-2015 Audit Update



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City Treasurer Mr. Brooks stated that the FY15 audit was at midpoint and said he hoped to complete the audit by mid-January 2017 and move into the FY18 budget process.

7.b) Residential Parking Zone Committee Recommendations

[Residential Parking Committee Recommendations 9.29.16.pdf](#) 

Assistant City Administrator Mr. Chandler provided background information on the Residential Parking Zone Permit Committee, stating that it was an Ad Hoc committee made up of residents tasked with evaluating the City's current Residential Parking Program and providing the Council with a series of recommendations for the program. Mr. Chandler introduced Committee Chair, Ms. Cathy Barron to the Council to present the findings and recommendations of the committee.

Ms. Barron provided information on the structure of the committee and their work approach for the review of the parking program. She provided a high-level overview of the committee's recommendations, which included the following: voiding all current permits, issuing new permits for a term of 2-years, and eliminating a 2-hour grace period process. Ms. Barron remarked that the committee also recommended the City analyze the metrics of City streets to determine how many parking spaces are available on each street in linear feet, save 10% of the total space available for future use and allocate the remaining space for permitted parking. She stated the committee recommended that Council additionally consider the amount of off street parking available to the residents on the streets when determining how many permits to issue. Ms. Barron said that it was the committee's position that the City should issue permits only to resident's cars registered in the State of Maryland, with exceptions for military personal and students. The committee further recommended the City require homeowners of rental properties collect parking permits from their tenants when a rental lease terminates.

Additional committee recommendations included the following items: clearer policies for guest/event permits including permit expiration dates, consideration for customer parking permits in mixed-use areas, improvements to clarify terminology on existing parking signage, possible color-coding of zones for signage purposes, increased communications to residents on parking policies, modernizing parking compliance with updated technology and additional parking compliance personnel.

Ms. Barren also noted several recommendations that were technically outside of the committee's scope. These recommendations included additional parking capacity throughout the City, remediation of parking safety concerns, installation of sidewalks were none exist, and consideration of converting many narrow two-way streets in the City to one-way streets.

Mayor Hollingsworth thanked the committee for their time and hard work and opened the item up for questions from Council.

Councilmember Paschall thanked the committee for their time and hard work. He requested clarification between the committee's first ten recommendations and the last three additional recommendations. Ms. Barren explained that the last three recommendations were out of the original scope of Residential Parking Committee but the topics kept coming up during committee



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discussion, so the committee added them as additional recommendations for consideration. Councilmember Paschall asked what the next steps in the process were. Mayor Hollingsworth said there was a planned discussion for November to review the recommendations in detail. Assistant City Administrator Chandler stated staff would review the recommendations for staff capacity and cost impact. He said staff would provide a proposed timeline for implementation of recommendations as well as staff feedback on each recommendation. Councilmember Paschall asked if staff participated as a member on the committee. Assistant City Administrator Chandler responded that Code and Parking Compliance Manager Chris Giunta had provided support to the committee.

Councilmember Croslin inquired if the recommendations were for City-wide implementation. Ms. Barren stated that the recommendations were only for existing parking permit zones. Councilmember Vice President Lawrence clarified that the committee did not recommend making any changes to the current zone and asked if the committee had recommendations for enforcement times. Ms. Barren stated that the committee did not have recommendations on zone enforcement times.

Council President Haba thanked the committee and said he was hopeful to start some of their recommendations soon.

Council Member Croslin inquired about the current 2-hour grace period and the recommendation to eliminate that practice. Ms. Barren explained that the 2-hour grace period was not a written policy, however had been a long-standing practice of the City's parking compliance department. Ms. Barren stated the committee thought the grace period was a waste of staff time and recommended eliminating the practice. Council Member Croslin said he thought the grace period was beneficial for businesses. Ms. Barren agreed and said it was for that reason that the committee suggested that Hyattsville residents who owned businesses in the area receive consideration in mixed use parking areas.

Council Member Solomon thanked the committee and said he hoped to have a couple of things available to Council when the topic returned for discussion. He said he would like to know if any of the committee's suggestions were implemented previously and if so, what the results had been. Councilmember Solomon said he would also like to be aware of any legal implications of the recommendations and that he would like to see a prioritization of the recommendations.

Mayor Hollingsworth asked Ms. Barren how the 100-day period for the committee to review and make recommendations worked for the group. Ms. Barren stated it was a bit of a strain and ultimately the committee felt as though they could have used another month. She noted that it took the first 45 to 60 days for the committee to figure out what they were doing. Ms. Barren stated that despite the time constraints she thought that it had turned out well.

Councilmember Warner thanked the committee for their time and hard work. She asked how the committee gathered their information and if there was consideration given to areas in the City that some recommendations would work well in versus areas that the same recommendations would not work. Ms. Barren said the committee benefited from staff input to provide that kind of



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background information. She also said the committee surveyed different parts of the City and talked to some residents.

Councilmember Solomon asked if the Council could review the materials provided to the committee. He also Ms. Barren if the committee's report represented a unanimous decision. Ms. Banner stated they had one dissenting opinion on the committee.

7.c) Riverfront at West Hyattsville Metro

Assistant City Administrator Jim Chandler provided brief background information and introduced the project team for the proposed development called Riverfront at West Hyattsville Metro. Mr. Chander stated that the item would return for Council review on an upcoming agenda after review by the City's Planning Committee.

Mr. Bobby Gilbane of Gilbane Development Company, co-developer of the site introduced the project team including Mr. Mike Sponseller of West Hyattsville Property Company, Mr. Tom Haller of Gibbs and Haller, and Alex Villegas of Rodgers Consulting.

Mr. Gilbane thanked the Mayor, Council and staff for their time and stated they were eager to present the project. He provided historical information on the site and a high-level summary of Riverfront at West Hyattsville Metro noting the project consisted of 18½ acres and as presented included town homes, multifamily housing, retail, commercial and open community space. Mr. Sponseller provided additional details on the proposal and introduced Tom Haller, Zoning Attorney to give an overview of the necessary development approvals for the project. Mr. Haller said the team expected to present the project to Maryland-National Park and Planning by the end of January or the middle of February 2017, with a hearing held in the general period.

Mr. Alex Villegas, Engineer introduced himself to the Mayor and Council, summarized the project plan for storm water management stating that they would use a combination of pie retentions, and submerged wetlands. Mr. Villegas presented the Mayor and Council 2 typical street sections the community plaza/overlook, seating area, pocket park/gravel wetlands and the 100-year floodplain compensatory storage.

Councilmember Warner asked about the proposed commercial space of 10,000 square feet. Mr. Villegas said the commercial space would be located on Ager Road. Councilmember Ward asked how much of the 2006 TDOZ plan they were taking into consideration or incorporated in their plans. Mr. Sponseller stated the plan included common elements such as the mix residential, the ring road that provides public accesses to the park, and bike path lighting for safety.

Council President Habba stated that the City was so excited to see the project moving forward with open space for the community and with the commercial space. Councilmember Paschall said he was also excited to see some good ideas with that land and the progress on the development at the West Hyattsville Metro. Councilmember Paschall asked about parking and traffic circulation on the site. Mr. Sponseller responded that there would be street, apron parking and garage parking and that traffic engineers would review parking impact parking and circulation through



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street connectivity. Councilmember Paschall referred to the site plan, stating that it looked like one road was connected to the Kirkwood development and the other road was not. Mr. Sponseller noted the alley located on site was private, potentially limiting connectivity. Councilmember Paschall expressed concern with only one road for egress with 300 apartments and 180 town homes. He inquired about the project time line and a price point for the town homes and condominiums. Mr. Haller said he believed the town houses begin construction in summer 2017. Mr. Gilbane said prices would be somewhere in the high \$300,000 to the low \$400,000.

Council Vice President Bart Lawrence asked about the bike infrastructure whether it would end at the bike path or would it continue along the way. Mr. Sponseller said the project team had talked with Park and Planning about reconfiguring bike paths and pedestrian pathways so that they can be re-looped, repaved, lights and call boxes installed, and connectivity established with METRO or the Park and Planning Trail System.

[riverfront concept080816 - view-Layout1.pdf](#)

[regional map-mf alt-Layout1 \(1\).pdf](#)

[2016-09-08 floodplain x section-Layout1.pdf](#)

[Memo_-_Riverfront_at_West_Hyattsville_Metro.docx](#)

[park exhibit 100616-Layout1.pdf](#)

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

8.d) Motion #56-10-FY17 Sonny Frazier Toy Drive I move that the Mayor & Council authorize a donation to the Sonny Frazier Toy Drive, which benefits children and youth of Hyattsville. The donation will have two parts: (1) The City will donate \$500 directly to the Sonny Frazier Toy Drive, and (2) the City will provide a matching grant and will match, dollar for dollar to a maximum of \$1,000, funds raised at the 6th annual Hyattsville Heroes Bowl, scheduled for November 12, 2016 at Magruder Park at 3:00 p.m.

8.b) Motion #57-10-FY17 Partnership with UMD National Center for Smart Growth Research and Education and College of Information Studies I move that the Mayor and Council authorize the City Administrator to execute a Memorandum of Understanding with the National Center for Smart Growth Research and Education and the College of Information Studies (formally the Environmental Finance Center's Sustainability and Resiliency Financing Initiative), in the amount of \$8,000 to provide the City with assistance from UMD students and staff for implementation of identified environmental and infrastructure initiatives within the City of Hyattsville, upon the review and approval by the City Attorney for legal sufficiency.

[Memo - UMD National Center for Smart Growth – City Initiatives.docx](#)

8.c) Motion #58-10-FY17 FY17 Budget Amendment: Prince Georges County Re-Leaf Grant



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through the Prince Georges County Tree Re-Leaf Grant Program I move that the Mayor and Council amend the FY17 budget to accept and appropriate the grant award in the amount of \$6,500.00 from Prince Georges County Re-Leaf program at the request of the City Administrator.

8.d) Motion #59-10-FY17 FY 2017 Budget Amendment Body Worn Camera Grant I move that the Mayor and Council amend the FY17 budget to accept and appropriate the grant award in the amount of \$5,000 from the Local Government Insurance Trust for the purchase of Body Worn Cameras and related equipment.

[LGIT Body Camera Grant FY17 Application.docx](#)

[LGIT Body Armor Award Notice.pdf](#)

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

9. Action Items (9:00 p.m. – 9:20 p.m.)

9.a) Motion #60-10-FY17 Health Care, Prescription Drug and Dental Care Rates for CY2017 I move that the Mayor and Council approve a 5% increase to the City's monthly flat rate contributions for the Health Care plans, retain the 80% contribution in Prescription Drug coverage, retain the current rates in the United Concordia Dental plan and transfer the 3% increase in Delta HMO to employees for calendar year 2017. The new city flat rate for Medical Plans will be: Employee Only- \$399; Employee Plus One – \$700; and Family Plan- \$905.

[Health Benefits Update MOTION.docx](#)

Director of Human Resources Snellman provided Council with an overview of the staff recommendations for the Health Care, Prescription Drug and Dental Care Plans rates for calendar year 2017. Councilmember Ward thanked staff for the recommendations and for minimizing the cost impact to City employees. He asked Treasurer Brooks how the proposed increase would affect the City's bottom line and where the extra funds would come from. Treasurer Brooks stated that the FY17 operating budget included a 5% increase.

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



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9.b) Commercial Façade Grant Appropriation and Award for FY2017 (10 minutes)**Suggested**

Action: I move that the Mayor and Council amend the FY-2017 Special Revenue budget to appropriate the remaining balance of \$20,015.75 in fund 23 from the Community legacy Grant awarded to the City by the Maryland Department of Housing & Community Development in FY-2016 for \$50,000, and accept the recommendations of the Commercial Façade Review Panel and approve grant funding awards for the following properties:

- Attias Property One LLC: 4316 Hamilton Street, Hyattsville: \$35,000
- Attias Property Two LLC: 4318 Hamilton Street, Hyattsville: \$32,000

Memo - CFI Award Recommendations - 10.10.16.docx 

4316 Hamilton Street - CFI Design.pdf 

4318 Hamilton Street - CFI Design.pdf 

Assistant City Administrator Chandler presented the Mayor and Council with recommendations for the award of the Commercial Façade Grants. Mr. Chandler noted staff had done more outreach on the program this year and summarized the recommended projects.

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

After the vote on the Commercial Façade Awards, Assistant City Administrator Chandler took a moment to present the Certified Sustainable Cities and Communities Award recently awarded to the City. He provided brief background information on the application process and highlighted the City's success.

10. Discussion Items (9:20 p.m. – 11:00 p.m.)

10.a Hyattsville Charter Amendment 2016-01 and Ordinance 2016-02, City Administrator Authority (10 minutes)

Charter Amendment 2016-01 Articles V C5-1 and VI - Personnel C6-1 through C6-5 .pdf 

Ordinance 2016-02 Sections changing Head to Director.pdf 

Background Information_Charter Amendment 2016-02.pdf 



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Mayor Hollingsworth provided brief background information on the Charter Amendment and Ordinance to change the reporting structure for department directors. She clarified that the change would have the City Administrator as the only employee directly responsible to Council and convert department directors from contract status to classified employees. City Attorney Colaresi provided additional information on the classified employee structure. Mayor Hollingsworth stated that the Charter Amendment and Ordinance would return to Council on a November meeting agenda.

10.b [Hyattsville Charter Amendment Resolution 2016-02, Qualifications of Voters and Same Day Voter Registration for City Elections \(20 minutes\)](#)

[Hyattsville Charter Amendment Resolution 2016-02: Article IV](#) 

[Motion_Voter Qualifications_7-21-2016_Clean.doc](#) 

Mayor Hollingsworth opened the floor to the motion makers to update the Council on the status of the proposed Charter Amendment. Council Vice President Bart Lawrence stated the Council had recently passed a motion directing the City Attorney to draft an ordinance to allow non-U.S. Citizens who are at least 16 years old and residents of the City for at least 14 days to vote in City elections. Councilmember Lawrence stated the proposal would require the City to maintain a supplemental City only voter roll and included implementation of same day voter registration by 2019.

Councilmember Solomon noted a few minor grammatical corrections and inquired about the process by which a voter would certify that they are not a registered voter in another location. He said he was concerned that the motion may create an undue burden on a voter to ensure removal from other jurisdiction voting rolls. After a brief discussion City Attorney Colaresi stated the motion was not concerned that a voter may still exist on other voter roll, so long as they were not actively voting elsewhere.

The Council discussed logistics for same day voter registration and if the Council should set a cut off time for same day registration on Election Day. Clerk Reams clarified that the Board of Elections had discussed hosting one same day voter registration location and allowing voters who registered the same day to also place their vote, for all wards, in that one location. Mayor Hollingsworth suggested that the ordinance include a definition for same day voter registration.

Councilmember Paschall asked the City Attorney how the affidavit and proof of residency requirement would work for voter registration. City Attorney Colaresi responded that a signed affidavit would serve as affirmation of proof of residency.

Mayor Hollingsworth reminded Council and residents that there was a public hearing scheduled on the proposal for October 26 and she anticipated the item would return for action on the November 7 agenda.

10.c [2017 Ballot Question: Composition of Council \(20 minutes\)](#)



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[NON-BINDING REF..docx](#) 

Mayor Hollingsworth introduced the discussion for the proposed ballot question. If approved, the drafted questions would appear on the May 2017 ballot. She opened the item to Council for discussion.

There was a detailed discussion regarding the framework of the questions. Councilmember Paschall suggested additional options could be included for voter consideration. Council inquired if it was possible to rank options by voter preference. Clerk Reams responded that the City's election vendor could not weigh votes and recommended utilizing yes/no questions. Councilmember Paschall asked when the Council needed to take action on the item. Clerk Reams stated per City Charter action would be required by the December 15 meeting. Mayor Hollingsworth encouraged Council to think about the proposed wording and share any suggestions. City Attorney Colaresi said he had the clarification he needed to work on redrafting the questions for Council review.

10.d 2017 Ballot Question: Structure and Form of Hyattsville Government (20 minutes)

Councilmember Solomon briefed the Council on the proposed ballot question on the structure and form of Hyattsville Government. Councilmember Solomon said the City's Charter presented some conflicting points, specifically regarding the authority to direct staff. He said he hoped the ballot question would provide insight into resident opinions on the matter.

Councilmember Warner said that she thought it was an interesting conversation but that she had never heard residents express an interest or concern on this topic. She said she felt the proposal needed additional work and Council discussion prior to going on as a ballot question. Councilmember Croslin and Council Vice President Lawrence stated their agreement with Councilmember Warner's statements. Council Vice President Lawrence noted that the Council discussed a Charter Amendment and Ordinance earlier that provided clarity on reporting structure for department heads.

Councilmember Paschall said he did recall some previous Council discussion on the structure of government and noted a previous work session on the subject some time ago. He also noted that the City had problems during those previous discussions that were no longer an issue. Councilmember Paschall said he thought holding a discussion on the City's structure of government was worthwhile, but did not think it was as urgent as the earlier proposed ballot question.

Mayor Hollingsworth stated she was not opposed to the discussion and noted that she had invited Mr. Prangley to speak to the Council at the previously held work session. She added that the City had since made considerable changes in the procedures for bringing items to the dais, adopted Council guidelines and had a City Administrator. She suggested that the Council discuss options for form and structure as a body, opposed to a ballot question. There was a brief discussion regarding the form of government currently used by the City.



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Mayor Hollingsworth asked if the Council was willing to take a straw poll, noting the limited timeline for the adoption of a ballot question. There was a brief conversation on the legislative process for bringing motions forward to Council. Councilmember Solomon requested that the Council take a vote on this item. Mayor Hollingsworth asked Clerk Reams what action was necessary for the Council to move forward on the proposed resolution. Clerk Reams stated the Council would need to vote to direct the City Attorney to draft a resolution and allocate time on an agenda for additional discussions. She noted that while planned agendas were tight, Council could add additional meetings as needed and deferred to the City Attorney on the time needed to draft a resolution. City Attorney Colaresi said he believed the heart of the motion was about the authority of the Mayor, but that he needed clarification of motion's intent.

Councilmember Paschall said he believed the motion maker was entitled to a vote on the motion, as a matter of process, but noted that he did not believe there was enough time to have the discussions needed to adopt a ballot question on the subject by December. Council Vice President Lawrence agreed. Mayor Hollingsworth stated the item would come back on the November 7 agenda. Council President Haba said he was confused on the intent of the motion, stating that the written proposal indicated the ballot question was on the form of government but he just heard the motion maker indicate it was about the authority of the Mayor.

Councilmember Warner said the motion was currently too far away from giving clear direction to the City Attorney on what to draft. She added that she believed it was a worthy discussion for the Council to have in the future and possible inclusion on a future election ballot.

Councilmember Solomon provided details on why he felt the item was a worthy ballot proposal and cited conflicting areas in the City Charter pertaining to the authority of the Mayor. Mayor Hollingsworth said she believed there needed to be detailed conversations with the Council prior to the item going on a ballot, noting that the public would benefit from learning about forms of government through those discussions. There was a brief discussion regarding the impetus of the conversation. Mayor Hollingsworth said that only ensuring that the motion receive a vote did a disservice to the attention that the motion deserved from the Council. After some additional conversation, City Attorney Colaresi requested clarification on the intent of the motion and asked the Council if they wanted him to create a preliminary draft. The Council considered a straw poll on the item. The straw poll indicated that the Council did not want the City Attorney to draft a proposal at this time.

10.e [FY17 Budget Amendment: Safe Streets Program Grant \(10 minutes\)](#)

[Safe_Streets_Program_Memo_to_Council_10.12.16 \(4\).docx](#) 

[Safe Streets Award Notice.pdf](#) 

Police Chief Holland provided a brief overview of the proposed grant program, highlighting the requirements and benefits to the City. Councilmember Ward noted that the salaries listed for the crime analyst and grant coordinator were low and inquired if they were part time positions. Chief Holland said the positions were part-time and prorated for a half a year.



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Councilmember Paschall asked several clarifying questions about the program. He began with question on the target area for the grant. Chief Holland stated the grant included all of Hyattsville but included neighboring jurisdictions, who were partners in the Coalition. Councilmember Paschall asked about the process of prioritization and execution of warrants as part of the grant. Chief Holland provided details on the structure of the coalition formed as part of the grant program.

Councilmember Paschall raised several questions arising from research on the existing Safe Streets program operating in Cumberland, Maryland. He also inquired if the City anticipated a renewal of the grant funds, if the City did not report productive numbers in specific crime areas regarding guns, drugs and violent crimes. Chief Holland stated that for the first quarter of the program he anticipated that the focus would be on administrative procedures with a focus in the second quarter on enforcement and provided details on how tactics and operations were determined. Councilmember Paschall encouraged his colleagues to research the program and stated his concern was with some of the language included in the grant proposal compared with the types of enforcement occurring under the grant in other jurisdictions.

Council President Haba said that while he was positive about the program, he did feel some concern when he reviewed the detailed performance measures in the grant. He said he hoped the focus of the program would be truancy, education and outreach.

Administrator Nicholson noted that staff had many hours of conversation with the grant organization and had informed them of the types of crimes that most affect the City and discussed what benefits the City hoped to achieve by accepting the grant. She said she believed the program would be a great benefit to the City.

10.f [Hyattsville Resolution 2016-04: Declaration of Official Intent, DPW Renovation \(10 minutes\)](#)

[Resolution 2016-04 Hyattsville_DOOI_Resolution_for_DPW_Project.pdf](#) 

City Treasurer Brooks provided an overview of the proposed Declaration of Intent, stating that the resolution would allow the City to receive reimbursement for expenditures spend on projects funded by bonds. There were no questions from the Council.

11. [Council Dialogue \(11:00 p.m. – 11:10 p.m.\)](#)

Councilmember Frazier thanked Council for supporting the Sonny Frazier Toy Drive.

Several Councilmembers provided updates on upcoming events.

12. [Community Notices and Meetings](#)

12.a) City Calendar: October 18 - November 7, 2016



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[Main City Calendar_Oct 18 to Nov 7.pdf](#)

[October 2016 Calendar.pdf](#)

[November 2016 Calendar.pdf](#)

13. Motion to Adjourn

The meeting adjourned at 12:16 a.m.

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



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Present: Mayor Candace Hollingsworth
Ward 4 Council President Edouard Haba
Ward 1 Council Vice President Bart Lawrence
Ward 1 Kevin Ward
Ward 2 Robert Croslin
Ward 2 Shani Warner
Ward 3 Patrick Paschall
Ward 3 Thomas Wright
Ward 4 Paula Perry
Ward 5 Ruth Ann Frazier
Ward 5 Joseph A Solomon

Absent: None

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
Director of Public Works Lesley Riddle
City Treasurer Ron Brooks
Director of Human Resources Vivian Snellman
City Clerk Laura Reams
City Attorney Richard Colaresi

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

Mayor Hollingsworth called the meeting to order at 8:03 p.m.

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

3) **Approval of Agenda**

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

4) **Approval of the Minutes (8:05 p.m. - 8:10 p.m.)**

4.a **Motion #: 75-11-FY17 Approval of the Minutes** I move that the Mayor and Council approve the Council Meeting Minutes for the following meetings: 1) Council Meeting of October 3, 2016.
[Minutes_Oct 3 2016_FINAL.pdf](#)



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

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

Mr. John Martino, a Ward 2 resident, addressed the Mayor and Council regarding the potential sale of the current City Administration Building. Mr. Martino recommended renovation efforts instead of the irreversible sale of land. Mr. Martino stressed that public input would be necessary before a decision was made.

6) Presentations (8:20 p.m. – 8:30 p.m.)
6.a FY-2015 Audit Update (5 minutes)

City Treasurer Brooks provided an update for the FY2015 audit. Treasurer Brooks stated that the audit was at the midpoint and that they were currently wrapping up analytics and would soon be moving into capital and debt services funds. Treasurer Brooks added that he was still anticipating a wrap up in January 2017.

City Administrator Nicholson provided an update on the parking at the City Administration Building. Administrator Nicholson noted that there was an increase in demand for the parking lot and there was no ticketing. Administrator Nicholson added that the City would update signage and increase community outreach before implementation of changes. Administrator Nicholson noted the No Shave November movement. Administrator Nicholson provided an update on Sergeant Tony Knox's battle with cancer and shared a way to support him through officers from the Hyattsville Police Department.

6.b Proclamation in Honor of the 100th Birthday of Ms. Geraldine E. Smith (5 minutes)

Mayor Hollingsworth presented a proclamation in honor of resident Geraldine Smith, celebrating 100 years of life. Ms. Claudia Smith accepted the proclamation on behalf of her mother.

7) Consent Items (8:30 p.m. – 8:35 p.m.)

7.a Motion #: 62-11-FY17 Proclamation in Honor of the 100th Birthday of Ms. Geraldine E. Smith
I move that the Mayor and Council adopt a proclamation in honor of Hyattsville Resident Ms. Geraldine E. Smith's 100th Birthday.

7.b Motion #: 63-11-FY17 Proclamation in Recognition of Municipal Government Works Month
I move that the Mayor and Council proclaim November 2016 as Municipal Government Works Month in Hyattsville.



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7.c Motion #: 64-11-FY17 Proclamation in Recognition of Veteran's I move that the Mayor and Council adopt the following proclamation in recognition of Veterans Day, November 11, 2016.

7.d Motion #: 65-11-FY17 Proclamation in Recognition of Native American Heritage Month I move that the Mayor and Council proclaim November 2016 as Native American Heritage Month in Hyattsville.

7.e Motion #: 66-11-FY17 FY17 Budget Amendment: Maryland Highway Safety Office Grant I move that the Mayor and Council amend the FY17 budget to accept and appropriate the grant award in the amount of \$3,800 from the Maryland Highway Safety Office for the purpose of providing overtime funding for the enforcement of motor vehicle laws.

7.f Motion #: 67-11-FY17 Appointment to the Health, Wellness and Recreation Advisory Committee I move that the Mayor and Council appoint Sade Adeeyo (Ward 1) to the Health, Wellness and Recreation Advisory Committee for a term of 2 years to expire on November 7, 2018.

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

8) Action Items (8:35 p.m. – 9:55 p.m.)

8.a Motion #: 68-11-FY17 Hyattsville Resolution 2016-04: Declaration of Official Intent, DPW Renovation (5 minutes) I move that the Mayor and Council introduce and adopt Hyattsville Resolution 2016-04, a Resolution of the Mayor and City Council of the City of Hyattsville, Maryland, for the purpose of making a Declaration of Official Intent pursuant to U.S. Treasury Regulation Section 1.150-2 regarding City of Hyattsville's intention to reimburse from borrowed funds prior expenditures made in connection with the project described herein as Department of Public Works Facility Renovation (FIRST READING AND ADOPTION).

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

8.b Motion #: 69-11-FY17 FY17 Budget Amendment - Adirondack Tree Contract (10 minutes) I move that the Mayor and Council amend the FY-2017 budget appropriations for the Department of Public Works by transferring \$30,000 from Administration/Professional Services to Urban Tree Care. I further move that the Mayor and Council authorize the City Administrator to approve an



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increase in an amount not to exceed \$30,000 to the current contract with Adirondack Tree Expert for tree work in the City.

Director Riddle provided background information on the request and noted that the tree canopy in the City was failing.

Councilmember Paschall asked if this cost would be annual and Director Riddle stated that the tree canopy would not stabilize, or would continue to degrade. Director Riddle clarified that there was \$100,000.00 in the FY2018 budget in the reviewing process.

Councilmember Solomon asked for clarification on the causes of the issue and Director Riddle stated that it had a lot to do with environmental combatants with many other causes to consider.

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

8.c Motion #: 70-11-FY17 FY17 Budget Amendment: Governor's Office of Crime Control and Prevention Safe Streets Program Grant (15 minutes) I move that the Mayor and Council amend the FY17 budget to accept and appropriate the grant award in the amount of \$106,500 from the Governor's Office of Crime Control and Prevention for the purpose of implementing a Safe Streets crime reduction program.

Chief Holland introduced Jeffrey Zuback from the Governor's Office of Crime Control Prevention. Chief Holland stated that he wanted to thank Mr. Zuback for bringing the grant program to the City and opened the floor for questions.

Mr. Zuback provided background information and a brief history of the Safe Streets initiative. Mr. Zuback noted that it was an offender-based model with a goal of significant violent crime reduction. Mr. Zuback stated the benefits of the program: removing violent offenders from the street, increased communications, and addressing the heroin and opioid epidemic.

Mayor Hollingsworth asked Councilmembers to remain within the two-minute comment window.

Council Vice President Lawrence noted that the salaries appeared to be very low. Chief Holland clarified that they had based the salaries on an hourly rate with no benefits and that the contract was for six months.

Councilmember Paschall expressed confidence in the Police Department's ability to accept the terms of the grant and to utilize it in a way consistent with community values. Councilmember Paschall added that he was not in favor of how Cumberland had utilized the program and stated that he would like to see the program be successful in targeting violent crime and by not casting too wide of a net.



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Council President Haba stated that he had just attended a talk on dismantling the school to prison pipeline and asked that the City be mindful of not letting this target truant and suspended children.

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

8.d Motion #: 71-11-FY17 Hyattsville Charter Amendment 2016-01: Reclassification of Department Director Positions (5 minutes) I move that the Mayor and Council introduce and adopt Hyattsville Charter Amendment 2016-02, a Resolution of the Mayor and City Council of the City of Hyattsville, Maryland, adopted pursuant to the authority of Article XI-E of the Constitution of Maryland and Title 4, Subtitle 3 of the Local Government Article of the Annotated Code of Maryland (2013 Edition, as amended), to amend the Charter of the said City, said Charter being a part of the public local laws of Maryland (1963 Edition, as amended), which Article contains in whole or in part the Charter of the City of Hyattsville, Maryland, whereby the Mayor and City Council rename the positions of Department Heads as Department Directors and reclassify all Department Directors positions, except that of the City Administrator, as classified positions subject to the authority of the City Administrator as to hiring, discipline and termination in the same manner as are other classified employees of the City (FIRST READING).

RESULT:	APPROVED [10-1]
MOVER:	Haba
SECONDER:	Paschall
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Frazier, Solomon
NAYES:	Perry
ABSENT:	None

8.e Motion #: 72-11-FY17 Hyattsville Ordinance 2016-02: Update to City Code Sections for Reclassification of Department Director Positions (5 minutes) I move that the Mayor and Council introduce and adopt Hyattsville Ordinance 2016-02, an Ordinance whereby the City Council updates the City Code to conform to a Charter Amendment that restructures the City's chain of command so that Department Directors are classified employees subject to the direct supervision of the City Administrator as to hiring, discipline and termination (FIRST READING).

Council Vice President Lawrence directed a question to City Attorney Colaresi regarding Section 4-6.D Administration of Government. Mr. Colaresi noted that he would amend it to state, "shall be determined by the City Administrator. Council Vice President Lawrence noted a change to section 30.1.1 to him/her.



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There was a discussion on referring to genders in the documents.

Council Vice President Lawrence moved to amend 4.6.D to change City Administrator to Director and for the use of gender neutrals. Councilmember Paschall seconded the amendment. The motion to amend passed with 10 ayes and Councilmember Perry voted no.

RESULT:	APPROVED [AS AMENDED] [10-1]
MOVER:	Haba
SECONDER:	Solomon
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Frazier, Solomon
NAYES:	Perry
ABSENT:	None

8.f Motion #: 73-11-FY17 2017 Ballot Question: Composition of Council (10 minutes) I move that the Mayor & Council authorize the City Attorney to prepare a ballot question to appear on the May 2, 2017 ballot requesting the advisory opinion of the electorate on the following:

-§ C2-1. Establishment; composition.

-§ C2-2.(A) Election; term of office; qualifications.

Article § C2-1 currently reads as follows:

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

Article § C2-2. Part A currently reads (in part) as follows:

"A. Election; tenure. The Mayor shall be elected from the City at large and shall be elected for a term of four (4) years. One (1) Councilman shall be elected from each ward of the City concurrent with the election of the Mayor, and one (1) Councilman shall be elected from each ward of the City two (2) years thereafter."

The ballot question should solicit the opinion on whether the Council should consider a reduction in the size of the Hyattsville City Council. Should that question be answered in the affirmative, a follow-up question should request a desired number or method of representation from a defined set of options. The options shall include, but not necessarily limited to:

-A set number of representatives overall with the number of wards and representatives per ward to be determined by committee.

-Two representatives per ward with fewer wards, to be determined by committee.

-1 representative per ward with the same number of wards.

-Some combination of members elected per ward and at-large, to be determined by a committee.

Councilmember Croslin stated that he believed there to be a learning curve for each New Councilmember and asked if this proposal would account for a lack of historical knowledge in a smaller Council. Mayor Hollingsworth replied that staggered elections were beneficial in that manner, and that they would have to address that issue in the future.

Councilmember Frazier noted that there were no requirements to run for Council and stated that she did not believe that it was right. Mayor Hollingsworth asked for clarification and Councilmember Frazier stated that a candidate could fill a seat without any experience. Council



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Council President Haba stated that he heard Councilmember Frazier's concern, but noted that she was speaking about candidate qualification, which did not apply to the item at hand. Council President Haba stated that he would also like to see a question more open and that would show whether residents would like to increase or decrease the number of councilmembers.

Councilmember Paschall stated that he had a few amendments, the first of which adding an "if" statement to Question 2. Mayor Hollingsworth stated that she believed the current wording to be a typo. Councilmember Paschall then suggested that Question D be Question 3 because it was a separate question all together. Mayor Hollingsworth clarified that the motion on the table directed the City Attorney to prepare a resolution to include the language discussed. Councilmember Paschall and Mr. Colaresi discussed the revisions to ensure clarity.

RESULT:	APPROVED [10-1]
MOVER:	Haba
SECONDER:	Lawrence
AYES:	Hollingsworth, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Perry, Frazier, Solomon
NAYES:	Haba
ABSENT:	None

8.g Motion #: 74-11-FY17 Hyattsville Charter Amendment Resolution 2016-02: Qualifications of Voters and Same Day Voter Registration for City Elections (30 minutes) I move that the Mayor and Council introduce and adopt Hyattsville Charter Amendment 2016-02, a Resolution of the Mayor and City Council of the City of Hyattsville, Maryland, adopted pursuant to the authority of Article XI-E of the Constitution of Maryland and Title 4, Subtitle 3 of the Local Government Article of the Annotated Code of Maryland (2013 Edition, as amended), to amend the Charter of the said City, said Charter being a part of the public local laws of Maryland (1963 Edition, as amended), which Article contains in whole or in part the Charter of the City of Hyattsville, Maryland, whereby the Mayor and City Council amend the City Charter to change the qualifications for registering as a voter in City elections so that (1) being a citizen of the United States is no longer a requirement and (2) residency for thirty (30) days is sufficient provided the individual does not claim the right and vote elsewhere in the United States, or has not been found by a Court to be unable to communicate a desire to vote. The amendment further allows registration by affidavit only and establishes a voter registry separate from the State and County voter registry and further allows for same day registration of voters in City elections which will be effective on or before January 1, 2019 and further extending the time for the Board of Supervisors of Elections to certify an election until ten (10) calendar days after the election (FIRST READING).

Mayor Hollingsworth noted a change in the residency requirement from 14 days to 30 days.

Council President Haba stated that he was one of the motion makers, and that after the Public Hearing, the motion makers made the change. Council President Haba expressed concern that the motion makers were unable to reach a consensus regarding the proof of residency and was not comfortable moving forward with the affidavit only option. Mr. Colaresi suggested that he remove Section 6 and include the details in the Election Code as an alternative.



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Councilmember Paschall addressed issues regarding the Public Hearing held on this item and noted that there were strong feelings on both sides. Councilmember Paschall echoed Mayor Hollingsworth's remarks of the consequential change in residency requirement from 14 days to 30 days.

Councilmember Paschall then highlighted specific resident concerns regarding same-day voter registration, sending this item out to referendum, identification requirements for registration, and immigrant status. Councilmember Paschall stated that the same-day voter registration line was essential to the legislation, and followed State law, and urged Council to keep the language more succinct to prevent any confusion among voters. Councilmember Paschall then stressed that he did not think it was sufficient to put voting rights on the ballot, or to allow the majority view to suppress the minority. Councilmember Paschall continued to state that requiring photo identification for voter registration would be a significant step backward and would be more stringent than State requirements. Councilmember Paschall then addressed the concerns regarding 16-year-old voter qualification law and stated that repealing this was not part of the proposal at hand nor did it reflect the community's support. Councilmember Paschall moved on to the concerns about immigrant status and stated that the motion makers did not want to draw lines between documented and undocumented immigrants due to the stringent nature of the requirement and the substantial burdens to City Administration. Councilmember Paschall added that all non-U.S. citizen residents often pay taxes and use the roads, police services and other local government services. Councilmember Paschall clarified that this was not foreign policy, rather local affairs. Councilmember Paschall finally asked for clarification from Council President Haba on his statement regarding the affidavit option for registration.

Councilmember Solomon stated that he knew where the motion makers stood on this item, but wanted to hear from other Councilmembers.

Council President Haba responded to Councilmember Paschall's concerns and stated that he was not excluding the affidavit, but did want to include the original options for the identification requirement. Mr. Colaresi clarified that Council President Haba was asking for an acceptable form of proof of residence, and if that could not be satisfied, then the completion of an affidavit.

Councilmember Croslin echoed Mr. Colaresi's remarks regarding proof of residency. Councilmember Croslin suggested that there should be some form of proof of residency in addition to the signing of an affidavit at the time of registering. Councilmember Croslin clarified that they were not talking about having voters presenting identification at the polls.

Councilmember Warner stressed that the whole non-U.S. citizen voting initiative was about welcoming residents and including them in the decision making process for the community. Councilmember Warner noted that she had campaigned on this issue and stated that she saw voting in the City as a privilege rather than a right. Councilmember Warner clarified that the City had the power to extend voting rights to participants in the Community and stressed that the City go about this change in a fundamentally fair way—to avoid creating different classes of voters. Councilmember Warner noted talk of voter fraud at the Public Hearing and stated that voter fraud was very low and that the City would be diligent. Councilmember Warner referenced the



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residency verification period and stated that she did hear the concerns and was supportive of the change to 30 days. Councilmember Warner summarized her remarks and stated that she wanted all residents to be able to participate in City affairs. Councilmember Warner added that she did not know how many people would come out if this passed, but she still found it very important to send a message to residents that the City wanted to hear from them.

Councilmember Paschall stated that he was not opposed to what Council President Haba had described earlier and noted that the list of acceptable documents for proof of residency would need to be included in the wording. Councilmember Paschall added that the Board of Elections could add to the list of acceptable forms of identification, which could include an affidavit.

Council Vice President Lawrence expressed agreement with Councilmember Warner's remarks. Council Vice President Lawrence added that the addition of a list could confuse residents and get in the way of them trying to register to vote.

Mayor Hollingsworth noted that the resolution as written had the affidavit requirement and the 30-day waiting period. Mayor Hollingsworth asked Council President Haba if he wanted to make an amendment. Council President Haba stated that he would like to amend the Charter Amendment to remove section C.4-6 and to include a list of documents acceptable for proof of residency in the Election Code. Mayor Hollingsworth asked if the list of documents could be included in the Charter Amendment at hand. Council President Haba stated that the Election Code would have a more detailed list. Mr. Colaresi asked for a clarification of Council President Haba's changes and Mayor Hollingsworth stated that there was a motion to remove Section C as it currently was, and replace it with a sentence of C that would stop at "application," and noted that the Election Code would contain the details.

RESULT:	APPROVED [10-1]
MOVER:	Haba
SECONDER:	Solomon
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Wright, Perry, Frazier, Solomon
NAYES:	Paschall
ABSENT:	None

Councilmember Paschall stated, since the language changed substantially, that he wanted to table to motion until Council had the actual draft.

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



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ABSTENTIONS:	Perry
ABSENT:	None

Mr. Colaresi stated that he could have a revised draft in a week's time and that he would submit a revision to the Board of Elections for the Election Code.

Councilmember Wright noted conversations regarding the extra burden on staff for maintaining a separate City-only voter roll and same-day registration, and asked how the City was working to avoid this burden. Councilmember Paschall clarified that the administrative burdens for same-day registration did not exist or were miniscule.

Note for the record: Councilmember Paschall left Council Chambers at 9:29 p.m. and returned at 9:31 p.m.

9) Discussion Items (9:55 p.m. – 11:00 p.m.)

9.a Motion #: 76-11-FY17 2017 Ballot Question: Ambiguity in Charter on Authority of the Mayor (20 minutes) I move that the Mayor & Council authorize the City Attorney to prepare a ballot question to appear on the May 2, 2017 ballot requesting the advisory opinion of the electorate on the following:

- 1). Should the mayor have the ability to vote as a councilmember?
- 2). Should the language of the charter be changed regarding the ability of the mayor to give direct orders to employees in any matter?
 - Should the mayor only have these powers during an emergency?
 - Should the mayor only have these powers if the staff is failing to abide by an ordinance law Or regulation, with council approval?
 - Should the mayor have these powers to influence or direct the day to day administration of the city?

Councilmember Solomon read the revised motion and opened the floor for discussion.

Councilmember Wright asked the City Administrator's authority addressed some of these concerns and stated that he believed it unnecessary to go down this road. Councilmember Solomon stated that he did not think the prior motion regarding the City Administrator's authority had not addressed the problems.

Councilmember Warner stated that she did not recognize the story told in the summary background of the motion at hand and thought the motion identified a problem that did not exist. Councilmember Warner added that there were issues between the City Administrator and the Mayor in the past but the City Attorney had resolved them. Councilmember Perry highlighted problems in the past regarding the abuse of the Mayor's powers and asked to correct the Charter to avoid any conflicts.

Council Vice President Lawrence responded to Councilmember Wright's question of whether or not the City was addressing the issue at hand. Council Vice President noted that Council passed a motion that put clear authority with the City Administrator to direct staff.



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Councilmember Solomon asked the City Attorney to weigh in on the issue and noted that he did not think the motion that Council Vice President Lawrence referenced gave the City Administrator direct authority. Mayor Hollingsworth clarified that the intent of the motion that passed was to remove the Mayor and Council's ability to ratify contracts with employees, which made the employee feel that their contract was at risk. Mayor Hollingsworth added that the motion put the employee's contract in the hand of the City Administrator, but did not change the Mayor's ability to direct staff.

Councilmember Wright stated that the City Administrator could hire and direct the Department Heads, which gave him/her the authority of managing them as well. Councilmember Solomon stated that the first part of Councilmember Wright's statement was correct. Councilmember Perry added more concerns regarding practices taken on by prior Mayors in the City.

Councilmember Paschall noted that prior discussions on forms of government had been open ended with terms of government being undefined or unclear. Councilmember Paschall stated that the revised motion did not get Council any closer to the goal of defining terms of government and suggested that Council discuss forms of government first, then take the issue to the residents.

Council Vice President Lawrence noted that the interpretation of the questions in the motion could be a very weak Mayor. Council Vice President stated that he wanted to move the motion and that if it passed, he could move forward with the proper direction.

Councilmember Solomon raised a point of clarity of the questions and stated that he was willing to take feedback. Councilmember Solomon added that this motion helped determine the type of government the City should have.

Council President Haba stated that he was fine with the decision of the vote, but added that he would like to see a sub question asking if the Mayor could vote and if he/she could direct staff.

Council Vice President Lawrence echoed Councilmember Warner's remarks, which stated that the background information spoke to past events, and stated that he would not support the motion.

Councilmember Paschall clarified that the motion was to direct the City Attorney to draft a question for Council to vote on.

RESULT:	FAILED [4-7]
MOVER:	Lawrence
SECONDER:	Solomon
AYES:	Haba, Perry, Frazier, Solomon
NAYES:	Hollingsworth, Lawrence, Ward, Croslin, Warner, Paschall, Wright
ABSENT:	None

9.b Request for County Zoning Variances (15 minutes)



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Assistant Administrator Chandler provided background information on the Request for County Zoning Variances. Assistant Administrator Chandler stated that staff did not support the new structure on Queen's Chapel Road.

Councilmember Perry referenced a house on 29th Avenue where a shed not removed as it should have been. Councilmember Perry asked if zoning would not come out if the structure appeared on Queen's Chapel without the City's permission.

Assistant Administrator Chandler noted that the City recommended support for the variances for Nicholson Street and Carrollton Terrace. Councilmember Croslin asked to adopt the recommendations and the Council decided to adopt the recommendations.

Motion # 77-11-FY17 Request for County Zoning Variances – Queen's Chapel Road

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

Motion # 78-11-FY17 Request for County Zoning Variances – Nicholson Street

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

Motion # 79-11-FY17 Request for County Zoning Variances – Carrollton Terrace

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

9.c Facility Planning Update (20 minutes)

City Administrator Nicholson introduced the Facility Planning Update and referenced the recommendations presented earlier in the year to move forward on the facility updates. Administrator Nicholson noted that the DPW renovation would cost around \$3.3 Million in the design and permitting phase, and that Phase 1 would begin in the spring of 2017 with completion in 2018.

Administrator Nicholson then provided updates for the Police Facility and noted that it had an initial estimated cost of over \$3 Million, which had expanded to \$7.7 Million for new construction



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alone. Administrator Nicholson provided details on the cost differential that reflected changes in market conditions and storm water mitigation as well as changes in the facility planning for special police operational needs, holding cells, secure interview rooms, and community spaces. Administrator Nicholson noted that this item would come back as a discussion item on November 21, 2016 and had an anticipated completion, if approved, in 2019.

Administrator Nicholson provided details on the three-pronged approach to the 4310 Gallatin Street Property. Administrator Nicholson noted that the City would complete due diligence on the interests in developing the property, and stated that any sale of the building would be based on finding another site for City Administration and Council Chambers. Administrator Nicholson added that the City would explore options for long-term leases, joint tenancy, or new purchase as well as renovation of the current building.

Councilmember Croslin expressed concern for the cost of renovating the Police Facility and asked why the current issues were not previously covered. Assistant Administrator Chandler clarified that the initial handling of hazardous materials was encapsulation, but after the project moved to a full renovation, the hazardous materials needed removal. Assistant Administrator Chandler noted that the City conducted the study over five years prior and that the City was unsure of its intent for any of the buildings at the time. Councilmember Croslin asked for clarification on intent and Councilmember Perry noted that the initial intent was to put non-profits in the building.

Council Vice President Lawrence asked when to expect to hear costs for completion. Administrator Nicholson stated that the City needed to consider equipment, technical equipment, and furnishings and that there would be a cost beyond construction. Council Vice President Lawrence expressed understanding but asked for more clarity on the City's commitment to finishing the project and the expected costs. Administrator Nicholson clarified that computer systems alone could be close to \$500,000.00 and that she was not sure what the final cost would be. Chief Holland noted that there was a conversation regarding the transfer of equipment but did not have a number at that point in time. Administrator Nicholson stated that she could get closer to an answer for him.

Councilmember Paschall expressed concern for a back of envelope calculation and asked to see a more sure analysis including how much the City had already spent and what Staff would think if Council decided these ventures were too expensive. Councilmember Paschall outlined how the Police Facility project would direct the renovation of 4310 Gallatin Street. Administrator Nicholson stated that the City had not looked closely at other options and clarified that the Hamilton Street location for the Police Facility was favored because of its centrality. Administrator Nicholson added that the cost overruns were beyond the City's controls but noted that they could get creative about furnishings and things the City could control and repurpose. Councilmember Paschall clarified that he was not saying the Hamilton Street project would not move forward and stated that he meant to say he had just seen two projects in a row with significant increased costs.

Administrator Nicholson asked how much money the City invested in 3505 Hamilton Street and Director Riddle stated that there was close to \$500,000.00 invested. Councilmember Wright noted that the City could be too far along to take a pause on the project and asked if Police would be at capacity when 3505 Hamilton Street was completed. Chief Holland clarified that the current



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design did not have the capacity to allow for lease of space. Councilmember Perry added that the City should expect costs to increase and to have overruns in the construction of an older building.

Councilmember Ward asked if it was fair to say that the information from the study of the building was flawed. Director Riddle stated that the Hess Study was salient information from what the City requested from Hess. Assistant Administrator Chandler added that no one had an understanding of the condition of the buildings at the time. Assistant Administrator Chandler continued to explain that the City lacked clear direction at the time of the study and there was no basis for decision-making.

Councilmember Wright stated that the simple question was if the City could afford this project. Treasurer Brooks stated that the City looked at current costs and tried to factor in worst-case scenarios. Treasurer Brooks clarified that the City could make this work but it would put the City at capacity, from a budgetary perspective, and would need to take a very conservative view of operating costs.

Council President Haba echoed remarks of the substantial increase in the Police Facility and suggested the City reconsider if it was adequate. Council President Haba added that the City needed to have a full picture, to run the scenario of renovation with added capacity, and to calculate the cost.

Councilmember Solomon asked Treasurer Brooks for clarification regarding debt service payments and the relation to operating budget concerns. Treasurer Brooks stated that the City had no issue with borrowing capacity, and the City would have a potential of \$23 Million to borrow, with a 40% increase in debt service payments. Treasurer Brooks added that, based on the City's revenues and expenditures, Hyattsville could probably afford the borrowed capacity but it would put the City's budget to a maximum, and would not be able to fund another facility in addition to the police facility. Councilmember Solomon expressed gratitude for Treasurer Brooks' work and asked what revenue assumptions he had made. Treasurer Brooks stated that revenue would be an average of a 1.5% increase and provided a brief overview of the City's current debt. Treasurer Brooks added that there was a possibility for grants or cash to make the project come down.

Mayor Hollingsworth asked if the Council would like to schedule a work session to discuss facility planning further.

Councilmember Frazier recapped the financial aspects and asked about the facilities included and the details that Treasurer Brooks had taken into account. Councilmember Frazier then asked how long this would affect the City. Treasurer Brooks stated that this would affect the City for about a 15-year period. Councilmember Frazier asked what the City would be able to do if big projects regarding things like streets or sidewalks surfaced. Treasurer Brooks stated that the City funded ADA projects through cash and sidewalk projects through bonds. Treasurer Brooks added that the City had about \$1.3 Million remaining for those projects. Councilmember Frazier expressed concerns regarding the investment on Hamilton Street for the parking garage. Administrator Nicholson stated that she would update Council concerning that project in the future.



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Mayor Hollingsworth suggested scheduling a work session to continue the conversation.

Administrator Nicholson asked Council to share any locations or facilities they would like Staff to consider.

Councilmember Paschall stated that he would like to see how the different options could play out in terms of impact on debt services annually. Councilmember Paschall added that he would like the context of other capital expenditures on the horizon.

Note for the record: Council President Haba left Council Chambers at 10:12 p.m. and returned at 10:14 p.m. Councilmember Warner left Council Chambers at 10:28 p.m. and returned at 10:34 p.m. Councilmember Paschall left Council Chambers at 10:39 p.m. and returned at 10:40 p.m. Council President Haba left Council Chambers at 10:46 p.m. and returned at 10:47 p.m.

9.d Johnson, Mirmiran, and Thompson, Inc. Contract – FY17 Appropriation of Funds

Director Riddle provided background information on the Johnson, Mirmiran, and Thompson (JMT) Contract and noted that the City was requesting funds to continue work with JMT.

Council Vice President Lawrence asked for clarification on the increase of the contract value. Mayor Hollingsworth noted that this item would come back on the agenda for the November 21 meeting.

10) Council Dialogue (11:00 p.m. – 11:10 p.m.)

Councilmember Croslin noted that the following day would be Election Day.

Councilmembers Paschall, Ward, and Wright urged residents to vote and Councilmember Wright encouraged residents to support the Go Fund Me for Sergeant Knox.

Councilmember Frazier noted that the Heroes Bowl would be that following Saturday.

Note for the record: Councilmember Perry left Council Chambers at 10:54 p.m. and returned at 10:56 p.m. Councilmember Wright left Council Chambers at 10:56 p.m.

11) Community Notices and Meetings

11.a City Calendar: November 8 - 21, 2016

Note for the record: Councilmember Wright returned to Council Chambers and Councilmember Solomon left Council Chambers at 10:57 p.m.

12) Motion to Adjourn

The meeting adjourned at 10:57 p.m.



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



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Present: Mayor Candace Hollingsworth
Ward 4 Council President Edouard Haba
Ward 1 Council Vice President Bart Lawrence
Ward 1 Councilmember Kevin Ward
Ward 2 Councilmember Robert Croslin
Ward 2 Councilmember Shani Warner
Ward 3 Councilmember Patrick Paschall
Ward 3 Councilmember Thomas Wright
Ward 5 Councilmember Joseph Solomon

Absent: Ward 4 Councilmember Paula Perry
Ward 5 Councilmember Ruth Ann Frazier

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
Director of Public Works Lesley Riddle
City Attorney Richard Colaresi
Assistant City Clerk Lillie Littleford
Intern Nicola Konigkramer

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

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

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

3) **Approval of Agenda**

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

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

Ms. Christine Blackerby, a Ward 2 resident, and Ms. Erica Wilson of Riverdale Park addressed the Mayor and Council regarding the recent “Not on Our Watch” event held at Magruder Park. Ms.



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Blackerby and Ms. Wilson organized the event in response to post presidential election reports of hate crimes and harassment in the local area. She noted that organizers invited local leaders to speak at the event and that Councilmember Paschall was one of the speakers. Ms. Blackerby and Ms. Wilson displayed a large banner signed by event participants as a way of signifying their pledge to stand up and speak out against hate crimes and harassment. Ms. Blackerby closed her remarks with the hope that Council would support policies and events like this in the future.

Ms. Alicia Wilson, Executive Director of La Clinica del Pueblo and Ward 1 resident, addressed the Mayor and Council to announce the recently opened health care center and speak in support of designating Hyattsville as a Sanctuary City. Ms. Wilson stated La Clinica del Pueblo was a community health center serving the needs of the immigrant Latino community for over 30 years and the organization was excited to open a new facility in Hyattsville. Ms. Wilson stated her support for the designation of Hyattsville as a Sanctuary City, citing several reasons why the designation would benefit the community. Ms. Wilson noted that, in addition to being the Executive Director for La Clinica, she was a long time Hyattsville resident and was personally thrilled that the City was considering a dialogue and policies about how to make the community more inclusive.

Ms. Marion Devaney, a Ward 2 resident, addressed the Mayor and Council on behalf of her father, a Ward 4 resident. She stated that her father would like to obtain a residential parking permit and noted a recent parking citation he had received for parking in the wrong permit zone. Mayor Hollingsworth requested Assistant Clerk Littleford to get contact information for Ms. Devaney to allow staff to follow up on her request.

Councilmember Paschall addressed the Mayor and Council regarding the proposal to designate Hyattsville as a Sanctuary City. Councilmember Paschall stated that the election results had deeply affected him and noted that a number of residents inquired what the City could do to ensure that all vulnerable populations were welcomed in Hyattsville. Councilmember Paschall said several residents had suggested that the City undertake steps to become a Sanctuary City and he intended to bring forth a motion on the proposal for Council consideration. Councilmember Paschall briefly explained the Sanctuary City concept, noting the City's Police Department had a long-standing unwritten policy similar to the Sanctuary City philosophy and he would like to see a policy formally adopted.

Mr. David Marshall, a Ward 2 resident, addressed the Mayor and Council with questions regarding agenda item 7.a. (Johnson, Mirmiran, and Thompson, Inc. Contract). Mr. Marshall inquired if the City had compared the cost for the demolition of the existing building at 3505 Hamilton Street and the construction of a new building on the site versus the renovation of the existing building. Mr. Marshall also expressed concerns with the price differential between the original estimate for the renovation and the revised proposal. Mr. Marshall encouraged Council to ask many questions prior to making a decision on the building. Mr. Marshall also spoke to the Sanctuary City proposal and asked if it was wise for the Council to spend time legislating the item.

5) [Presentations \(8:20 p.m. – 8:30 p.m.\)](#)



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- 5.a Introduction of New Hyattsville Environment Committee Chair, Brie Welzer (5 minutes)

Director of Public Works and staff liaison to the Hyattsville Environment Committee Lesley Riddle introduced Mr. Jim Groves and Ms. Brie Weltzer from the committee to the Council. Ms. Riddle thanked Mr. Groves for his 9 years of service as the Committee Chair and welcomed Ms. Weltzer as the new Committee Chair. Mr. Groves briefly highlighted the committee's accomplishments during this tenure as Chair and thanked the Council and staff for their support on environmental issues. Mr. Groves said he was looking forward to continuing working with the committee in the future as secretary. Ms. Weltzer thanked the City for the opportunity to serve as Chair and stated that she was looking forward to the work.

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

City Treasurer Brooks provided a brief update on the FY-2015 audit. Treasurer Brooks stated that the City remained on track to close the audit by the second week of January 2017. Councilmember Solomon asked if Treasurer Brooks could provide a public update on recent news that the City would receive funds from the State for local income tax. Treasurer Brooks stated that the incoming funds were local tax funds from 2010-2015 that had not been properly distributed to municipalities throughout the State and noted that Hyattsville had received approximately \$473K. Councilmember Paschall asked if municipalities had access to information that could allow cities to double check the annual disbursements for local tax and other State distributed funding sources in order to ensure accurate amounts were distributed. Treasurer Brooks stated that currently the State internally calculated distributions but that many cities, including Hyattsville had requested settlement sheets to verify accuracy in the future.

6) Consent Items (8:30 p.m. – 8:35 p.m.)

- 6.a 2017 Council Regular & Budget Meeting Calendar
Motion #: 80-11-FY17 I move that the Mayor and Council adopt the 2017 Council Meeting Schedule and the FY-2018 Budget Meeting Schedule, as presented.
- 6.b Appointment to the Health, Wellness and Recreation Advisory Committee
Motion #: 81-11-FY17 I move that the Mayor and Council appoint Alison Mendoza Walters (Ward 3) to the Health, Wellness and Recreation Advisory Committee for a term of 2 years to expire on November 21, 2018.
- 6.c Appointments to the Hyattsville Environment Committee
Motion#: 82-11-FY17 I move that the Mayor and Council appoint Yohannes Bennehoff (Ward 3) and Daniel Broder (Ward 2) to the Hyattsville Environment Committee for a term of 2 years to expire on November 21, 2018.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba
SECONDER:	Solomon
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Solomon



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NAYS:	None
ABSENT:	Perry, Frazier

7) Action Items (8:35 p.m. – 9:10 p.m.)

7.a Johnson, Mirmiran, and Thompson, Inc. Contract – FY17 Appropriation of Funds (10 minutes)

Motion #: 83-11-FY17 I move that the Mayor and Council authorize the City Administrator to execute an amended contract with Johnson, Mirmiran, and Thompson, Inc. in an amount not to exceed \$1,500,000 for the purposes of conducting building evaluation and assessments, cost estimates, programming projections in support of facility management and planning efforts. In addition, should the Council approve the renovation and redesign of 3505 Hamilton Street, remaining funds will be used to support the pre-design, environmental and architectural engineering services, construction management, third party inspection, testing, commissioning, acceptance and renovation planning. Funds for this contract have been appropriated in the approved FY-2017 Capital Improvements Project Fund. The contract execution is subject to the review and approval by the City Attorney for legal sufficiency.

City Administrator Nicholson stated that the FY-2017 Capital Improvements Project budget included \$1.5M for professional services and engineering and JMT had provided these services for the City facility planning over the last year. Administrator Nicholson noted that, if the Council approved the appropriated FY-17 funding, JMT would continue assessments for 4310 Gallatin Street and 3505 Hamilton Street and present results to Council at the February 2017 work session. Ms. Nicholson clarified that the City would not use funds for the design and engineering of 3505 Hamilton Street renovation until the Council gave approval to move forward with the project. Administrator Nicholson referenced Mr. Marshall's earlier comment and noted that to date staff had no conversations regarding demolition of the building. Administrator Nicholson noted that demolition costs could be significant and additional costs for storm water management may be required for that type of project.

Councilmember Paschall asked if the City intended on continued evaluation and assessment of the possibilities for 3505 Hamilton Street and what they could cost. Councilmember Paschall noted that, if the City chose not to move forward with the renovation, the City would need to expend the funds. Administrator Nicholson responded that the City would need to expend a portion of the funds, but had allocated a large portion of the funds were allocated to pre-design and engineering work for 3505. Administrator Nicholson stated that she would ask all of those questions of the professional services contractor and present Council with the results. Councilmember Paschall stated that he understood that there were some necessary costs, but cautioned the possibility of unnecessarily expending funds. Assistant Administrator Chandler stated that the majority of the cost was in major design, but evaluation would be 3.5-5% of the appropriated funds.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Haba



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SECONDER:	Solomon
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Solomon
NAYS:	None
ABSENT:	Perry, Frazier

7.b Hyattsville Charter Amendment 2016-01: Reclassification of Department Director Positions (5 minutes)

Motion #: 84-11-FY17 I move that the Mayor and Council adopt Hyattsville Charter Amendment 2016-02, a Resolution of the Mayor and City Council of the City of Hyattsville, Maryland, adopted pursuant to the authority of Article XI-E of the Constitution of Maryland and Title 4, Subtitle 3 of the Local Government Article of the Annotated Code of Maryland (2013 Edition, as amended), to amend the Charter of the said City, said Charter being a part of the public local laws of Maryland (1963 Edition, as amended), which Article contains in whole or in part the Charter of the City of Hyattsville, Maryland, whereby the Mayor and City Council rename the positions of Department Heads as Department Directors and reclassify all Department Directors positions, except that of the City Administrator, as classified positions subject to the authority of the City Administrator as to hiring, discipline and termination in the same manner as are other classified employees of the City (SECOND READING).

Councilmember Wright said he wished he had looked that this motion during the previous Council meeting in the context of the discussion on the powers of the Mayor. Councilmember Wright referenced Section C-1, and inquired how a conflict of interest in direction from the Mayor and City Administrator to staff would be resolved. Councilmember Paschall stated that he believed Councilmember Wright brought up a valid point, but noted that it would be better to discuss that item in the context of the City's structure of government. Councilmember Paschall noted that the intent of the current legislation was to clarify the reporting structure for department directors and assign hiring authority for those positions to the City Administrator. Councilmember Wright agreed and proceeded to note two clerical errors in the Charter Amendment.

Mayor Hollingsworth asked City Attorney Colaresi if the Council could correct the clerical errors at the second reading/adoption of the Charter Amendment. City Attorney Colaresi stated State Code did not allow for changes at the time of adoption and all changes were required to be included in the written text presented at the time of adoption. Councilmember Paschall suggested the Council adopt the Charter Amendment at this meeting and make the change to the typos in the ordinance later, stating that the item had been on the agenda numerous times. Council President Haba stated his preference for correcting the grammatical errors and bringing the corrected Charter Amendment back on the next meeting agenda. Mayor Hollingsworth asked City Attorney Colaresi if the second reading and adoption of a Charter Amendment could go on the consent agenda and City Attorney Colaresi confirmed that it could. Mayor Hollingsworth directed staff to make the clerical changes to the ordinance and bring the item back on the consent agenda for December 5, 2016. Mayor Hollingsworth then asked for a motion to table the ordinance.

RESULT:	TABLED [UNANIMOUS]
MOVER:	Haba



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SECONDER:	Solomon
AYES:	Hollingsworth, Haba, Lawrence, Ward, Croslin, Warner, Paschall, Wright, Solomon
NAYS:	None
ABSENT:	Perry, Frazier

- 7.c Hyattsville Ordinance 2016-02: Update to City Code Sections for Reclassification of Department Director Positions (5 minutes)
Motion #: 85-11-FY17 I move that the Mayor and Council adopt Hyattsville Ordinance 2016-02, an Ordinance whereby the City Council updates the City Code to conform to a Charter Amendment that restructures the City's chain of command so that Department Directors are classified employees subject to the direct supervision of the City Administrator as to hiring, discipline and termination (SECOND READING).

Mayor Hollingsworth recommended this item tabled for December 5, 2016 because of its relation to the Hyattsville Charter Amendment 2016-02.

Councilmember Wright noted clerical errors in the ordinance and asked the City Attorney for clarification on a section. Council Vice President Lawrence also noted a minor clerical error for the capitalization of the word City throughout the ordinance. The Council proceeded to table the item.

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

- 7.d Remove Motion # 74-11-FY17: Charter Amendment Resolution 2016-02 from the Table I move that the Mayor and Council remove from the table Motion # 74-11-FY17 and re-open this item for additional Council discussion and action.

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

- 7.e Hyattsville Charter Amendment Resolution 2016-02: Qualifications of Voters and Same Day Voter Registration for City Elections (10 minutes)
Motion #: 74-11-FY17 I move that the Mayor and Council introduce and adopt Hyattsville Charter Amendment 2016-02, a Resolution of the Mayor and City Council of the City of Hyattsville, Maryland, adopted pursuant to the authority of Article XI-E of the Constitution of Maryland and Title 4, Subtitle 3 of the Local Government Article



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of the Annotated Code of Maryland (2013 Edition, as amended), to amend the Charter of the said City, said Charter being a part of the public local laws of Maryland (1963 Edition, as amended), which Article contains in whole or in part the Charter of the City of Hyattsville, Maryland, whereby the Mayor and City Council amend the City Charter to change the qualifications for registering as a voter in City elections so that (1) being a citizen of the United States is no longer a requirement to be a voter or a member of the Board of Elections and (2) residency for thirty (30) days is sufficient provided the individual does not claim the right and vote elsewhere in the United States, or has not been found by a Court to be unable to communicate a desire to vote. The amendment further establishes a voter registry separate from the State and County voter registry and further allows for same day registration of voters in City elections which will be effective on or before January 1, 2019 and further extending the time for the Board of Supervisors of Elections to certify an election until ten (10) calendar days after the election (FIRST READING).

Councilmember Wright stated that he was in favor of the motion but had a few logistical questions. Councilmember Wright asked if the original motion sheet should match the contents of the ordinance, noting a discrepancy. Mayor Hollingsworth clarified that they did not need to match and that Staff modified the language from the original motion on Council discussions. Councilmember Paschall said there was a document in the PDF version of the Council packet that did not appear in the Council iPad application and included additional information regarding the fiscal impact of the motion. Councilmember Paschall then highlighted that approval of the motion would have a fiscal impact of approximately \$25K for the hiring of a part-time elections coordinator.

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

8) Discussion Items (9:10 p.m. – 10:05 p.m.)

8.a Hyattsville Ordinance 2016-03: Revisions to Chapter 8, Elections Code (25 minutes)

City Attorney Colaresi opened the discussion on the proposed revisions to Chapter 8 with a brief overview of the newly added section 8-12 for the establishment of a City-only voter registry. Mr. Colaresi said that there were minor additional changes from the previous Council discussion in February 2016. Councilmember Paschall stated that he recalled a lengthy discussion earlier in the year and inquired what changes, if any, from that discussion were included in the current draft. City Attorney Colaresi noted a change in terminology from absentee ballot to vote-by-mail and noted major changes regarding the administration of the voter registration, and the allowable maximum campaign contribution amount. Mr. Colaresi highlighted a few of other minor changes and apologized for not bringing a detailed list of all changes.



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Councilmember Paschall said he would like the opportunity to have a more in depth review of the document and to review the previous discussion. Councilmember Paschall stated that he was not comfortable voting on the ordinance that evening. Council President Haba clarified that the item was on the discussion agenda and there were no plans for a vote that evening.

Councilmember Warner asked City Attorney Colaresi about the exclusivity of the City only voter roll, inquiring what prevented a person who was already on the State registry from also registering with the City only roll. City Attorney Colaresi clarified that the included language requiring individuals to affirm that they did not claim the right to vote elsewhere in the United States prior to registering with the City only roll would prevent duplicate registrations. Councilmember Warner then clarified that it was possible for individuals who were eligible to register with the State but preferred not to do so would be able to register for the City only list.

Councilmember Wright asked several logistical questions regarding the Vote-by-Mail process with same day voter registration. Councilmember Wright asked if the City would allow voters to register and apply for vote-by-mail status at the same time. City Attorney Colaresi stated that implementation would be up to the Board of Supervisors of Elections. Council President Haba and Councilmember Paschall noted that the two processes were independent transactions, adding that the Clerk's Office would process voter registration and upon registration, the City would send a vote-by-mail application and ballot to the voter. Councilmember Paschall stated that he did not believe there was a conflict between the vote by mail procedures and the registration procedures. City Attorney Colaresi verified that two separate transactions with the voter would be required.

Mayor Hollingsworth inquired about the maximum campaign contribution limits. Mayor Hollingsworth stated that she understood that the Board of Supervisors of Elections arbitrarily set a limit and wondered why the amounts did not mirror the State requirements. City Attorney Colaresi noted the state limit was significantly higher than the proposed limit in the ordinance and said the Board of Elections felt that the State limit was too high for a city only election. Mr. Colaresi added that the Board did not feel tied to a particular figure and looked to the Council for guidance and recommendation in this area. Council President Haba recalled that Council had discussed and determined that, due to the size of the City, it was preferable to have a smaller amount than the State requirements. Mayor Hollingsworth asked if that was the consensus of the body during the previous discussion, noting that she had been absent from that meeting. Council President Haba confirmed that was the consensus and added that it may be helpful for the Council to review the previous meeting's minutes.

Councilmember Solomon asked how the campaign finance guidelines would work with write-in candidates. City Attorney Colaresi stated that shadow campaigns were difficult to track and that part of the goal of the ordinance was not to be overly stringent as to discourage individuals from running for office. Council President Haba recalled that the Board recommended requiring that a winning write-in candidate meet all finance requirements prior to the Board certifying election results. Councilmember Solomon stated that he did not find that sufficient. City Attorney Colaresi cited section 8-15(B) and suggested the addition of the term "person" to the section. After a brief conversation, Mayor Hollingsworth suggested bringing the item back for additional discussion at



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the next week and requested that members of the Election Board be present to answer questions from the Council.

Councilmember Wright asked a brief clarifying question about the qualifications for members of the Election Board in the newly adopted Charter Amendment 2016-02. City Attorney Colaresi provided clarification on the section for the Council noting that election officers and judges as referred to in Chapter 8 were different entities from the Board of Elections.

8.b SP-160000: Saint Mary Eritrean Church at the former Lutheran Concordia Site (10 minutes) **Motion # 86-11-FY17** I moved that the Mayor and Council support the special permit request for Saint Mary Eritrean Church at the former Lutheran Concordia site.

Assistant City Administrator Chandler provided background information on the request for a special permit for the former Condordia Lutheran Church located on Longfellow Street in Ward 2. Mr. Chandler stated that City staff supported the request to utilize the site as a Church with a Sunday School. He noted that there were no proposed modifications to the existing footprint of the building and recommend that the Council either stay silent or support the applicant's request.

Councilmember Warner stated that she could confirm that many of the surrounding neighbors were pleased with the proposed use of the building. Councilmember Wright asked if the Council could take action on the item that evening.

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

8.c Sidewalk Construction Kimberly Road, Kelliher Road, 31st Avenue, and Nicholson Street (10 minutes)

Director of Public Works Riddle stated that Council had requested evaluation of several streets in Ward 4 for installation of new sidewalks and avenues of better connectivity for the neighborhood. Director Riddle stated that the evaluation was complete and staff recommended the installation of sidewalks on Madison to Lancer Drive and on Nicholson to 31st Place and Kelliher Road to provide connectivity to 31st Avenue. Director Riddle said staff did not recommend installing sidewalks on Kimberly due to the relatively low amount of traffic on the street and the potential adverse impact to the tree canopy.

Council President Haba thanked Director Riddle and asked for clarification on the exact placement for sidewalks. Council President Haba requested that the Council take action on the motion that evening. Mayor Hollingsworth asked for clarification on the motion language. Director Riddle



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stated that the motion would include direction to move approximately \$30,000 in funding from the streets budget. Councilmember Paschall inquired about the next steps and if funds were required for design and engineering services. Director Riddle stated that there were no design expenses, and that the City designated funds for the installation of the sidewalks. Councilmember Paschall asked for clarification on the total cost of the project. Director Riddle stated that the total cost was \$80k and noted that existing funds in that line item totaled \$50K, requiring the transfer of funds to cover the total project cost. Council Vice President Lawrence inquired about funds utilized for trip hazard mitigation. Director Riddle stated that there is a separate budget for that type of work and that there had been ongoing work on trip hazard mitigation throughout the City.

8.d Use of Ward 2 Discretionary Funds (10 minutes)

Motion # 87-11-FY17 I move that the Mayor and Council approve the use of \$225 of Ward 2 discretionary funds for the purchase of prizes to be awarded to winners of a Black History Month writing contest.

Councilmember Croslin provided background information on the request to utilize Ward 2 discretionary funding to purchase prizes for a proposed African American History Month contest. He provided details on the contest framework, stating that the contest was open to the two local high schools and that the contest would benefit students in developing writing and research skills. Councilmember Croslin announced that the writing prompt for the contest was “How is the Civil Rights Movement of the 1960’s and 1970’s Relevant to Today?” Mayor Hollingsworth asked if the Council would like to move this item.

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

9) Council Dialogue (10:05 p.m. – 10:15 p.m.)

Councilmember Wright remarked on a recent political protest at Northwestern High School and stated that he thought it was wonderful to see the students demonstrate peaceful protest.

Councilmember Ward noted that the recent presidential election was mentioned several times during the meeting. He said there was a reason we all love Hyattsville citing a common belief of appreciating those around us. He added it was a good time to remind ourselves of why we love one another.

Councilmember Warner praised the recent Not on Our Watch event held in the community.

Council President Haba reminded all that the Council had passed a resolution earlier in the year welcoming Syrian refugees in the City and said he believed it was time to establish Hyattsville as a Sanctuary City.



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Councilmember Paschall praised the City's police department response to the protest at Northwestern High School.

Councilmember Solomon mentioned that the Prince George's County Municipal Association recently adopted a joint resolution renouncing hate in all of its forms. He also commended the student protestors at Northwestern High School.

Councilmember Croslin praised the Not on Our Watch event and stated that individuals have a responsibility to educate fellow citizens when factually incorrect and racist statements are made.

10) **Community Notices and Meetings**

10.a [City Calendar: November 22 - December 5, 2016](#)

11) **Motion to Adjourn**

The meeting adjourned at 9:52 p.m.

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



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Present: Mayor Candace Hollingsworth
Ward 4 Council President Edouard Haba
Ward 1 Council Vice President Bart Lawrence
Ward 1 Councilmember Kevin Ward
Ward 2 Councilmember Robert Croslin
Ward 2 Councilmember Shani Warner
Ward 3 Councilmember Patrick Paschall
Ward 3 Councilmember Thomas Wright
Ward 4 Councilmember Paula Perry
Ward 5 Councilmember Ruth Ann Frazier
Ward 5 Councilmember Joseph A Solomon

Absent: None

Also present were the following City staff members:

City Administrator Tracey E. Nicholson
Assistant City Administrator, Dir. of Community and Economic Development Jim Chandler
City Treasurer Ron Brooks
Director of Human Resources Vivian Snellman
Director of Community Services Jake Rollow
City Clerk Laura Reams
City Attorney Richard Colaresi
Project Manager Hal Metzler
Assistant City Clerk Lillie Littleford
Intern Nicola Konigkramer

1) Call to Order and Council Roll Call

Mayor Hollingsworth called the meeting to order at 8:04 p.m. Mayor Hollingsworth noted that Councilmembers Haba, Lawrence, Croslin and Solomon would be arriving late.

Note for the record: Council Vice President Lawrence and Councilmember Solomon arrived at 8:06 p.m.

2) Pledge of Allegiance to the Flag

3) Approval of Agenda

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



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

Ms. Winifred Weaver, a Ward 1 resident, addressed the Mayor and Council in regard to the proposed purchase of a new Call-A-Bus vehicle. Ms. Weaver provided accounts of when the Call-A-Bus system was unreliable and asked Council to find funding to invest in a dependable bus program.

Mr. Lamarreo Bedford, a Ward 1 resident, addressed the Mayor and Council in regard to the proposed purchase of a new Call-A-Bus vehicle. Mr. Bedford echoed Ms. Weaver's remarks and expressed the importance of investing in the Call-A-Bus program and its effects on residents.

Ms. Linda Otts, a Ward 1 resident, addressed the Mayor and Council in regard to the proposed purchase of a new Call-A-Bus vehicle. Ms. Otts encouraged Council to invest in the program to help the seniors and disabled in need.

Ms. Louise Higgins, a Ward 1 resident, addressed the Mayor and Council in regard to the proposed purchase of a new Call-A-Bus vehicle. Ms. Higgins stressed the financial implications of having an unreliable Call-A-Bus system and asked Council to fund a better program.

Ms. Leigh Ann Barlow, a Ward 5 resident, addressed the Mayor and Council in regard to the Charter Amendment proposals and the Call-A-Bus proposal. Ms. Barlow suggested that funds that would be used for the early voting days in the proposed Charter Amendment could rather be used for the Call-A-Bus program. Ms. Barlow addressed Council specifically on the issues of allowing non-U.S. citizens to vote in city-wide elections, reducing the size of the Council, and making the City a "Sanctuary City." Ms. Barlow asked Council to consider allowing residents the opportunity to make the decisions by putting the items on referendum.

Note for the record: Councilmember Croslin arrived at 8:18 p.m.

5) Presentations (8:20 p.m. – 8:45 p.m.)

5.a FY-2015 Audit Update

Treasurer Brooks provided a brief update on the FY-2015 Audit. Treasurer Brooks noted that the Audit was beyond the midpoint and stated that he anticipated a draft to be sent in the coming weeks and the final product to be completed in January of 2017. Treasurer Brooks added that the auditors would be meeting in the City on December 6, 2016.

6) Consent Items (8:35 p.m. – 8:40 p.m.)

6.a) Appointment of City Attorney

Motion #: 89-12-FY17 I move that the Mayor, with Council approval, appoint E.I. Cornbrooks IV, Esquire of the firm of Karpinski, Colaresi, and Karp, P.A. as the Attorney for the City effective December 14, 2016 upon the retirement of the Richard Colaresi.

6.b) FY17 Budget Amendment: Approval of Various Ward 4 Sidewalk Construction Installations



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Motion #: 90-12-FY17 I move that the Mayor and Council amend the FY17 budget and re-appropriate \$20,000 from the Road Improvements Fund to the Sidewalk Improvement Fund Program in the FY17 Capital Improvements Budget and approve the installation of sidewalks on portions of Kimberly Road, Kelliher Road, Madison Street to Lancer Drive, and Nicholson Street to 31st Place, under the existing NZI Construction Contract not to exceed \$80,000.

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

7) Action Items (8:50 p.m. – 9:50 p.m.)

7.a Education Enrichment Grants (10 minutes)

Motion #: 91-12-FY17 I move that the Mayor and Council accept and appropriate into the FY17 budget \$9,944.08 to support the grant proposals recommended by the Education Advisory Committee and listed in the attached memo.

Councilmember Paschall stated that he was happy to see the number of applicants and the amount appropriated in the FY17 budget. Councilmember Paschall added that he would like to see the same amount budgeted for FY18 and asked that the current fiscal year limitations change to allow schools to pursue Fall programs in addition to Spring programs.

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

7.b Remove Charter Amendment Resolution 2016-01: Reclassification of Department Director Positions (SECOND READING & ADOPTION) from the Table

Motion #: N/A I move that the Mayor and Council remove from the table Motion # 84-11-FY17 and re-open this item for additional Council discussion and action.

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



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7.c Hyattsville Charter Amendment 2016-01: Reclassification of Department Director Positions SECOND READING & ADOPTION (5 minutes)

Motion #: 84-11-FY17 I move that the Mayor and Council adopt Hyattsville Charter Amendment 2016-02, a Resolution of the Mayor and City Council of the City of Hyattsville, Maryland, adopted pursuant to the authority of Article XI-E of the Constitution of Maryland and Title 4, Subtitle 3 of the Local Government Article of the Annotated Code of Maryland (2013 Edition, as amended), to amend the Charter of the said City, said Charter being a part of the public local laws of Maryland (1963 Edition, as amended), which Article contains in whole or in part the Charter of the City of Hyattsville, Maryland, whereby the Mayor and City Council rename the positions of Department Heads as Department Directors and reclassify all Department Directors positions, except that of the City Administrator, as classified positions subject to the authority of the City Administrator as to hiring, discipline and termination in the same manner as are other classified employees of the City (SECOND READING).

Mayor Hollingsworth provided background information and procedural details on the motion.

RESULT:	APPROVED [9-1]
MOVER:	Lawrence
SECONDER:	Warner
AYES:	Hollingsworth, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon, Frazier
NAYS:	Perry
ABSENT:	Haba

7.d Remove Motion # 85-11-FY17: Hyattsville Ordinance 2016-02: Update to City Code for Reclassification of Department Director Positions (SECOND READING & ADOPTION) from the Table

Motion #: N/A I move that the Mayor and Council remove from the table Motion # 85-11-FY17 and re-open this item for additional Council discussion and action.

RESULT:	APPROVED [9-1]
MOVER:	Lawrence
SECONDER:	Ward
AYES:	Hollingsworth, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon, Frazier
NAYS:	Perry
ABSENT:	Haba

7.e Hyattsville Ordinance 2016-02: Update to City Code Sections for Reclassification of Department Director Positions SECOND READING & ADOPTION (5 minutes)

Motion #: 85-11-FY17 I move that the Mayor and Council adopt Hyattsville Ordinance 2016-02, an Ordinance whereby the City Council updates the City Code to conform to a Charter Amendment that restructures the City's chain of command so that Department Directors are classified employees subject to the direct supervision of the City Administrator as to hiring, discipline and termination (SECOND READING).



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RESULT:	APPROVED [8-2]
MOVER:	Lawrence
SECONDER:	Warner
AYES:	Hollingsworth, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon
NAYS:	Perry, Frazier
ABSENT:	Haba

7.f Hyattsville Charter Amendment Resolution 2016-02: Qualifications of Voters and Same Day Voter Registration for City Elections SECOND READING & ADOPTION (5 minutes)

Motion #: 92-12-FY17 I move that the Mayor and Council adopt Hyattsville Charter Amendment 2016-02, a Resolution of the Mayor and City Council of the City of Hyattsville, Maryland, adopted pursuant to the authority of Article XI-E of the Constitution of Maryland and Title 4, Subtitle 3 of the Local Government Article of the Annotated Code of Maryland (2013 Edition, as amended), to amend the Charter of the said City, said Charter being a part of the public local laws of Maryland (1963 Edition, as amended), which Article contains in whole or in part the Charter of the City of Hyattsville, Maryland, whereby the Mayor and City Council amend the City Charter to change the qualifications for registering as a voter in City elections so that (1) being a citizen of the United States is no longer a requirement to be a voter or a member of the Board of Elections and (2) residency for thirty (30) days is sufficient provided the individual does not claim the right and vote elsewhere in the United States, or has not been found by a Court to be unable to communicate a desire to vote. The amendment further establishes a voter registry separate from the State and County voter registry and further allows for same day registration of voters in City elections which will be effective on or before January 1, 2019 and further extending the time for the Board of Supervisors of Elections to certify an election until ten (10) calendar days after the election (SECOND READING).

Note for the record: Council President Haba arrived at 8:27 p.m.

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

8) Discussion Items (9:50 p.m. – 10:30 p.m.)

8.a) Hyattsville Resolution 2016-05: Election 2017 Ballot Question: Composition of Council (15 minutes)

Mayor Hollingsworth noted that Council had in front of them the draft language for the Resolution. Clerk Reams clarified that the language for this item was up for discussion and added that the City Attorney would be arriving at 8:40 p.m.

Councilmember Paschall noted that he had grammatical changes that he would direct to the City Clerk and the City Attorney. Councilmember Paschall referenced Question 2 and asked if the



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language needed to be changed to signal to the voters that they are able to select more than one answer. Councilmember Paschall then referenced option A and suggested that the Council consider that the number of elected officials, as written, could allow for a tied vote on the dais. Councilmember Paschall added that there was, theoretically, an additional option to give voters that would reduce the number of Wards and limit one Councilmember per Ward.

Mayor Hollingsworth stated that Mr. Colaresi would receive the comments for editing.

Clerk Reams stated that this item would come back on the December 19th action agenda. Mayor Hollingsworth added that the language had to be definitive when voted on.

8.d) Prince George's County Zoning Variance Request V-97-16 - 4302 Jefferson Street, Hyattsville (10 minutes)

Councilmember Paschall suggested that the Council discuss this item to ensure the City Attorney's presence for the discussion on Hyattsville Ordinance 2016-03.

Assistant City Administrator Chandler provided background information on the Prince George's County Zoning Variance request and stated that the applicant was agreeable with the conditions the City had suggested. Assistance Administrator Chandler noted that the item was on the discussion agenda, but Council could take action at that time and the decision would be sent to the County Board of Zoning Appeals. Assistant Administrator Chandler added that the conditions recommended were consistent with past City practices.

Councilmember Croslin clarified that the garage referenced had already been constructed, and that the City was asking to have it modified. Assistant Administrator Chandler noted other requests to the resident and prior conversations with them.

Councilmember Paschall asked if the applicant was present at the meeting and Assistant Administrator Chandler referenced an email from the applicant stating that they would not attend the meeting.

Motion #: 93-12-FY17 I move that the Mayor and Council support Prince George's County Zoning Variance request V-97- 16 with the condition that the homeowner utilize "green" building materials, such as permeable pavers, that will be submitted for the City's review and approval, prior to construction of the driveway or consider "runners" with grass in between in addition to a reduction of the footprint of the two-car down to a one car garage.

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

8.e) FY17 Budget Amendment: Purchase of Call-A-Bus (10 minutes)



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Director Rollow provided background information on the proposed budget amendment for the purchase of a Call-A-Bus. Director Rollow noted that the appropriation of funds came from the budgeted \$20,000.00 from DPW for vehicular purchase within their department. Director Rollow highlighted the need for a new, reliable vehicle and stated the costs associated with maintenance for the current vehicle.

Councilmember Paschall expressed support for the purchase and noted that the City was in a cash position to make the purchase. Councilmember Paschall directed questions to Treasurer Brooks regarding the number of budget amendments that had been requested within the fiscal year. Mayor Hollingsworth clarified the question to see the amount that had been requested over the budget, separate from re-appropriation of budgeted funds. Treasurer Brooks stated that he would respond to Councilmembers via email with all budget amendments and adjustments.

Councilmember Ward clarified that the \$6,000.00 spent on repairs for the vehicle was within the fiscal year, not calendar year. Councilmember Ward then asked what labor costs were associated, and Director Rollow responded that most repairs were done in-house, but larger ones had to be contracted out, where cost was dependent on parts and labor.

Mayor Hollingsworth noted that this item would return on the consent agenda for the December 19, 2016 meeting.

8.b) Hyattsville Ordinance 2016-03: Revisions to Chapter 8, Elections Code (25 minutes)

Clerk Reams provided a summary of revisions to the Hyattsville Ordinance 2016-03. Clerk Reams introduced Board of Supervisors of Elections members Greta Mosher and Anne Frankle and opened the floor for discussion.

Councilmember Paschall highlighted changes he had articulated to Council for reasons of clarity to residents. Councilmember Paschall noted the work of the Clerk's office and the City Attorney in exploring different avenues for the draft at hand. Councilmember Paschall stated that he had more substantive issues to discuss with Council. Mayor Hollingsworth asked if there were any additional issues to outline for discussion. Councilmember Warner clarified issues regarding foreign nationals and campaign donations.

Mayor Hollingsworth opened the discussion on campaign contribution limits and noted that the Board of Supervisors of Elections had suggested a \$1,500.00 limit, and Councilmember Paschall suggested a \$500.00 limit. Councilmember Warner stated that she was in support of lowering the limit to \$500.00 as well and added that she did not want to send the wrong message to potential candidates. Mr. Colaresi expressed gratitude for all of Council's feedback and stated that he had one concern on the issue. Mr. Colaresi suggested a two-tiered limit for contributions due to the fact that the Mayor's position was at large and Councilmembers were ward-specific. Councilmember Croslin stated that he did not foresee an issue with a universal \$500.00 limit, and added that at-large members would consequently have to find more donors. Councilmember Paschall echoed Councilmember Croslin's remarks and provided personal experience in campaign financing.



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Mayor Hollingsworth highlighted converse messages that could be perceived by lowering the limit. Mayor Hollingsworth then noted that the focus on the dollar amount was misplaced, and stated that they could shift their focus to the source of the money, or the dollar amounts that individual's give to their own campaigns as well as donations by corporate entities. Mayor Hollingsworth then directed concerns to Mr. Colaresi regarding financing ballot initiatives in the case of a referendum. Mr. Colaresi stated that the Board of Supervisors of Elections did not make the distinction between a candidate and a committee, but asked that the use of funds be reported regardless. Councilmember Paschall clarified Mayor Hollingsworth's concern and asked what would happen in a situation where an individual donated to a candidate, and that candidate then used the funds to support a specific issue or referendum. Mr. Colaresi then stated that he was not sure, and that he would get back to Council with the answer. Mr. Colaresi stated that he believed candidates could use their campaign finances for anything within reason. Mayor Hollingsworth noted that she was more focused on the source of the money, whether it was a candidate, or political action committee.

Councilmember Solomon noted that the current draft of the revisions to the Election Code stated that candidates had to report campaign contributions, but did not have to track which contributions funded specific line items. Councilmember Solomon further explained that the current language did not specify that materials sent out by candidates or political action committees had to state the source of the funding. Councilmember Solomon then referenced Section 8-18b, and expressed concern for a tiered approach of campaign donation limits and noted that there were loopholes to receive more funding from political action committees.

Councilmember Perry stated that within her third term campaign financing became an issue, and added that she did not have to spend more than \$500.00 for her five campaigns. Councilmember Perry cautioned the Council that the amount of money spent could discourage residents from running for office.

Council President Haba asked what the current campaign donation limit was and Clerk Reams stated that there was no limit in place. Council President Haba then asked for clarification on the language under campaign finance reports. Clerk Reams clarified that the Board of Supervisors of Elections felt that the language under campaign finance reports needed to be changed from requiring only an abbreviated report under \$1,500.00, to require reporting the tracked sources. Mr. Colaresi suggested removing the abbreviated report language. Council President Haba referenced State law regarding campaign finance reports and stressed that tracking the source of the donations was the main focus. Council President Haba then clarified the current language regarding expenditures in Section 8-15.b. Council President Haba addressed the campaign donation limit, and stated that the proposed \$500.00 limit was still too high and suggested a \$250.00 limit as practiced in College Park, MD.

Mayor Hollingsworth summarized the conversation and asked Council to reach a decision in order to direct the City Attorney to edit the draft. Mayor Hollingsworth noted that the Board of Supervisors of Elections had suggested a limit of \$1,500.00, Councilmember Paschall had suggested a limit of \$500.00, and Council President Haba had suggested a single or two-tiered limit starting at \$250.00. Councilmembers Croslin, Paschall, Lawrence, Ward, and Wright stated that they would like to see a flat limit of \$500.00 on campaign donations. Councilmembers Perry,



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD MONDAY DECEMBER 5, 2016

Haba, and Wright stated that they would like to see a two-tiered limit starting at \$250.00 and increasing to \$500.00 for elected at large members. Councilmember Solomon stated that he would like to see no limit on campaign donations. Mayor Hollingsworth stated that she would like to see a \$1,500.00 limit on campaign donations, but would also be content with a \$500.00-\$1,000.00 limit. Councilmember Frazier stated that she would like to see a flat limit of \$250.00 on campaign donations. Mayor Hollingsworth noted that the Council was leaning toward a \$500.00 limit and directed the City Attorney to revise the draft to reflect that amount.

Councilmember Paschall referenced a comment made by the Mayor and suggested a prohibition on donations by corporations, non-profits, or political action committees. Mr. Colaresi stated that he was not sure how the legislation would look, but he believed the City could take that action. Mr. Colaresi noted that he would revisit *Citizen's United v. Federal Election Commission*. Council President Haba stated that individuals should have a choice to donate through their business, or personally, and added that he could not support Councilmember Paschall's suggestion. Councilmember Warner echoed Councilmember Paschall's remarks and stated that she would be comfortable limiting donations to "individuals with a heartbeat," to keep the person-to-person nature of local elections. Mayor Hollingsworth cautioned the Council of the novelty of the conversation, and noted that business were residents and that they were stakeholders in the community. Mayor Hollingsworth then referenced *Citizens United v. Federal Election Commission* and shifted the focus back to reporting campaign donations.

Councilmember Paschall addressed Councilmember Warner's concerns regarding political action committees and clarified that the committees could be focused around issue-oriented campaigns. Councilmember Paschall stated that the City had no legislation or procedure in place for committees wanting to campaign for an issue, or referendum. Councilmember Paschall then clarified the current language in 8-18.b. that required a campaign finance report, but did not require the candidate or committee to disclose the contributor. Councilmember Solomon stated that he supported the suggestion to limit campaign contributions to entities with a heartbeat and noted that business owners could conversely donate as an individual. Councilmember Solomon asked for a timeframe for when the research needed could be added to the next draft revision. Mr. Colaresi stated that he would get the research to Council quickly.

Mayor Hollingsworth then directed the conversation to the penalty for voter fraud and noted that Councilmember Paschall had suggested increasing the fine from \$500.00 to up to \$1,000.00. Councilmember Solomon asked for the reasoning behind the suggested increase. Councilmember Paschall compared intentional voter fraud penalties to campaign finance violations and stated that they both deserved the maximum penalty. Councilmember Solomon asked how the City currently detected voter fraud and Clerk Reams stated that a report would be filed and investigated. Clerk Reams and Board of Supervisors of Elections members Greta Mosher and Anne Frankle stated that there had been no instances of voter fraud within the past ten years. Councilmember Solomon then stated that he would not be opposed to the suggested increase in penalty, but did not see a current need for it. Mayor Hollingsworth asked for a consensus on the issue and noted that the Council was supportive of the suggested increase and directed the City Attorney to add the appropriate language to the draft.



**REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD
MONDAY DECEMBER 5, 2016**

Mayor Hollingsworth addressed Councilmember Paschall's recommendation for the statute of limitations for complaints to be changed from 30 days after the alleged violation to 180 days after the alleged violation. Councilmember Paschall provided additional rationale behind the recommendation and noted that 180 days was not an arbitrary number and represented the amount of time that people engage in election activity. Mr. Colaresi stated that he agreed that the time limit should be extended but expressed concerns around complaints regarding election results. Council President Haba suggested placing a seven day limitation on complaints regarding election results and Mr. Colaresi referenced language that would provide an exception to complaints regarding elections results that could conform the suggestions. Council President Haba suggested changing the limitation for complaints from 30 days after the alleged violation to 30 days after the filing of the final campaign finance report. Councilmember Solomon spoke in regard to the necessity for exceptions to the 180 day limitation and Mr. Colaresi clarified potential problems arising regarding the removal process. Councilmember Paschall highlighted issues with the current removal process and stated that it needed to be addressed at a later time or date. Councilmember Paschall noted that with any option for limitation, a complaint could be filed after a Councilmember is seated, but added that there were larger issues that would be solved by increasing the limitation. Council President Haba stated that he had no preference for the statute of limitations for complaints. Mayor Hollingsworth conducted a straw poll to gauge the Council's opinion. Councilmember Paschall concluded that Council President Haba's suggestion would reach the same goal as the 180 day limitation.

8.c) FY17 Budget Amendment: Full-Time Temporary Elections Coordinator

Clerk Reams provided background information on the proposed budget amendment. Clerk Reams continued to express the need for a full-time temporary position to work in compliance with the recent changes to the City's election laws. Clerk Reams stated that the position would be responsible for maintaining the City-only voter roll and implement and oversee the changes for the upcoming election. Clerk Reams added that the duration of the position was anticipated to last from January through June of 2017.

Councilmember Paschall stated that he supported the budget amendment to see the changes come to fruition. Councilmember Paschall asked Clerk Reams if she was confident in filling the position with the short turn-around time and Clerk Reams stated that the City had a candidate in mind. Mayor Hollingsworth noted that this item would return on the consent agenda for the December 19, 2016 meeting.

8.f) Hyattsville Youth@Work/Summer Youth Enrichment Program Partnership (10 minutes)

Mayor Hollingsworth presented the discussion item and noted that Councilmember Solomon had initially proposed this motion in the summer, but were waiting a properly negotiated Memorandum of Understanding (MOU). Mayor Hollingsworth asked that Council hold the motion until the MOU be negotiated.

Councilmember Solomon provided background information on the proposed partnership with the County-run Youth at Work/Summer Youth Enrichment Program. Councilmember Solomon clarified that the program would serve as a job readiness training that would prepare youth for job success in the form of an internship with no cost to the City. Councilmember Solomon stated that he would like Council to allow the City to enter in a negotiation for an MOU.



REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD MONDAY DECEMBER 5, 2016

Council Vice President Lawrence asked for clarification on the timeline of this item. Councilmember Solomon expressed concern for Staff needing further action from Council. Mayor Hollingsworth cautioned that adding language authorizing staff to negotiate an MOU outside of the parameters would not be advisable. Councilmember Paschall stated that he understood Mayor Hollingsworth's concerns, but he did not see the item to be controversial and would feel comfortable moving the item to action. Mayor Hollingsworth noted that the item would return to the agenda at a later date.

9. **Council Dialogue (10:20 p.m. – 10:30 p.m.)**

Mayor Hollingsworth announced that it was City Attorney Richard Colaresi's last council meeting of his career with the City of Hyattsville. Mayor Hollingsworth offered the City's gratitude for everything he had done for the City. Mayor Hollingsworth presented a plaque and gift to Mr. Colaresi for his services to the City of Hyattsville.

Councilmember Frazier provided an update on the Heroes Bowl and noted that it was a success and that the Police Department won.

Council President Haba noted that the Maryland Municipal League Planning Committee had selected the Keynote Speaker for the Conference and recommended attendance. Council President Haba added that he would be traveling and would miss the next meeting.

Councilmember Paschall stated that he was extremely happy that the City had taken a much deeper look into the election laws and expressed gratitude for the work done by the City Attorney, City Clerk, and Board of Supervisors of Elections. Councilmember Paschall assured residents that he had not forgotten about the Sanctuary City resolution and noted that he had sent a draft to colleagues for revision.

Councilmember Solomon stated that he looked forward to seeing residents at the December 9, 2016 Ward 5 Community Meeting at 6:30 p.m. Councilmember Solomon added that the Prince George's County Municipal Association Legislative Dinner was approaching.

Councilmember Perry reminded residents that the Police and Public Safety Citizens Advisory Committee generally met from 7:30 p.m. to 8:30 p.m. and would meet at the City Administrative Building on December 7, 2016.

10. **Community Notices and Meetings**

10.a) **City Calendar: December 6 - December 19, 2016**

[Main City Calendar Dec 6 to Dec 19.docx](#)

11. **Motion to Adjourn**

The meeting adjourned at 9:56 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Croslin



**REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD
MONDAY DECEMBER 5, 2016**

SECONDER:	Lawrence
AYES:	Hollingsworth, Haba, Lawrence, Ward, Warner, Croslin, Paschall, Wright, Solomon, Frazier
NAYS:	None
ABSENT:	Perry

2016 Claus Applause

Mayor's Choice:

3308 Rosemary Lane

Green Award:

3502 Jefferson Street

Ward 1

1st Place: 6217 Carrollton Terrace

2nd Place: 4201 Queensbury Road

3rd Place: 5204 42nd Place

Ward 2

1st Place: 5703 40th Avenue

2nd Place: 5500 40th Avenue

3rd Place: 3918 Nicholson Street

Ward 3

1st Place: 7101 Pony Trail Lane

2nd Place: 3301 Pennsylvania Street

3rd Place: 3114 Gumwood Drive

Ward 4

1st Place: 2900 Lancer Drive

2nd Place: 3303 Nicholson Street

3rd Place: 5826 Jamestown Road

Ward 5

1st Place: 5610 29th Avenue

2nd Place: 5021 37th Place

3rd Place: 5009 37th Place



Ward I - First Place
6217 Carrollton Terrace



Ward I - 2nd Place
4201 Queensbury Road

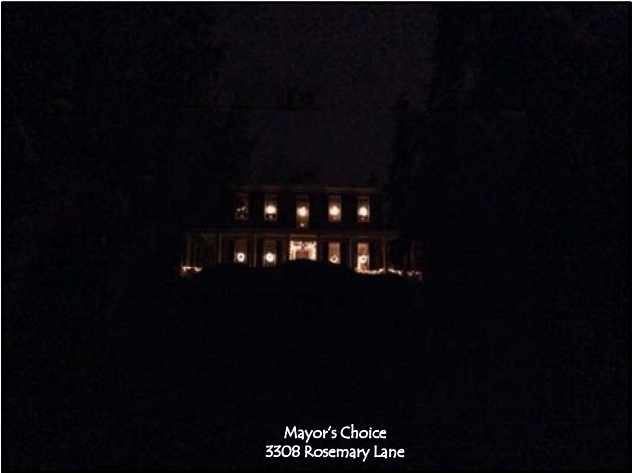


Ward I - 3rd Place
5204 42nd Place











Hyattsville City Council Agenda Item Report

Meeting Date: January 9, 2017
Submitted by: Ron Brooks
Submitting Department: Finance
Item Type: Audit
Agenda Section: Presentations

SUBJECT

FY2015 Audit Update (5 minutes)

Motion #

Presentation Only

Recommendation:

Sponsor(s):

At the Request of the City Administrator

ATTACHMENTS

Summary Background:

This week we expect to complete the analysis of the Debt Service and Capital Funds for FY-2015. Next week our goal is to complete the review of files, policies and budget adjustments. Due to the complexity of our fixed asset system, coupled with a change in the auditor assigned to complete the review, closeout of the audit is now projected to be the second week of February 2017. We continue updating the "notes to financials" and other sections of the FY-2015 audit as needed.

Next Steps:

As we close out each phase of the audit, we will transfer that information into the current draft copy of the FY-2015 financial statements until completed.

Fiscal Impact:

Late audit filings can result in the loss of various State Grants, loss of revenues from State Highway Funds and create limited opportunities to secure funding for current and future capital improvement needs.

City Administrator Comments:

See summary background above.

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 9, 2017
Submitted by: Lillie Littleford
Submitting Department: City Clerk
Item Type: Appointment
Agenda Section: Consent Items

SUBJECT

Appointments to the Board of Supervisors of Elections

Motion

107-01-FY17

Recommendation:

I move that the Mayor with Council approval, re-appoint Ana (Lisa) Pineda (Ward 2) and Greta Mosher (Ward 1) to the Board of Supervisors of Elections for a term of 4 years to expire on January 11, 2021.

Sponsor(s):

Hollingsworth

ATTACHMENTS

[Ana Lisa Pineda_BOE Application_redacted.pdf](#)

[Greta Mosher_BOE Application_redacted.pdf](#)

Summary Background:

Please see attached re-appointment applications. The term for the re-appointment expires on January 11, 2021. The appointment of Board of Elections members is governed by City Charter Section C4-2.

Next Steps:

N/A

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Support

Community Engagement:

Agendas for the Board of Supervisors of Elections 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

Status: submitted

Profile

Ana	Pineda
First Name	Last Name
	
Email Address	
	
Street Address	
	
City	Suite or Apt
	
	State
	
	Postal Code

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

Ward 2

Ward	
	
Primary Phone	Alternate Phone

Which Boards would you like to apply for?

Board of Supervisors of Elections

Renewal

Referred By:

Biographical Statement

I have enjoyed the last 16 years on the board and it pleases me to see the city grow and still feel like I am part of a small town community where we actually know our neighbors!

Board, Committee and Commission Application

Status: submitted

Profile

Greta

First Name

Mosher

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

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

Ward 1

Ward

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Board of Supervisors of Elections

Anna Frankle

Referred By:

Biographical Statement

I have served on the Board for numerous years and I am currently the Chair. We have many projects that we are working on at the moment and I would like to see through to the end. We had recommended to the Council (and have seen successfully pass) 16 and 17 year olds voting in City Elections. Currently we have advised the Council regarding non-residents voting in City Elections. I look forward to continuing with the Board of Supervisors of Elections.

Question applies to Teen Advisory Committee.

For more information please visit the Community Services page on the City's website located below:

<http://www.hyattsville.org/136/Community-Services-Recreation>



Hyattsville City Council Agenda Item Report

Meeting Date: January 9, 2017
Submitted by: Lillie Littleford
Submitting Department: City Clerk
Item Type: Appointment
Agenda Section: Consent Items

SUBJECT

Appointments to the Planning Committee

Motion

108-01-FY17

Recommendation:

I move that the Mayor and Council re-appoint Andrew Bishop (Ward 4), Jonathan Mueller (Ward 4), Adam Weissmann (Ward 1), Maureen Foster (Ward 2) and Nkosi Yearwood (Ward 2) to the Planning Committee for a term of 2 years to expire on January 9, 2019.

Sponsor(s):

Haba, Wright

ATTACHMENTS

[Andrew Bishop_Planning Committee App_redacted.pdf](#)

[Jonathan Mueller_Planning Committee App_redacted.pdf](#)

[Nkosi Yearwood_Planning Committee App_redacted.pdf](#)

[Adam Weissmann_Planning Committee App_redacted.pdf](#)

[Maureen Foster_Planning Committee App_redacted.pdf](#)

Summary Background:

Please see attached re-appointment applications. The term for the re-appointment expires on Jan. 9, 2019. All current members with terms expiring have been invited to re-apply for appointment.

Next Steps:

N/A

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Support

Community Engagement:

Agendas for the Planning Committee 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

Status: submitted

Profile

Andrew

First Name

Bishop

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

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

Ward 4

Ward

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Planning Committee

Edouard Haba

Referred By:

Biographical Statement

Reappointment Happy to serve on this committee and feel I can provide a lot of expertise in planning, engineering, architecture, & landscape architecture.

Question applies to Teen Advisory Committee.

For more information please visit the Community Services page on the City's website located below:
<http://www.hyattsville.org/136/Community-Services-Recreation>

Board, Committee and Commission Application

Status: submitted

Profile

Jonathan

First Name

Mueller

Last Name

[REDACTED]

Email Address

[REDACTED]

Street Address

[REDACTED]

City

[REDACTED]

Suite or Apt

[REDACTED]

State

[REDACTED]

Postal Code

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

Ward 4

Ward

[REDACTED]

Primary Phone

[REDACTED]

Alternate Phone

Which Boards would you like to apply for?

Planning Committee

Referred By:

Biographical Statement

I have served on the Planning Committee as the Ward 4 representative for several years, and would like to representing Ward 4 in development planning for the city. I have worked as a federal employee and contractor for the Departments of Transportation, Homeland Security, and currently Justice, and have a Project Management Professional certification and a masters degree in Public Policy. I have lived in Hyattsville for five years and love the community.

Question applies to Teen Advisory Committee.

For more information please visit the Community Services page on the City's website located below:

<http://www.hyattsville.org/136/Community-Services-Recreation>

Board, Committee and Commission Application

Status: submitted

Profile

Nkosi

First Name

Yearwood

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

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

Ward 2

Ward

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Planning Committee

Referred By:

Biographical Statement

Current Planning Committee member. More than 15 years experience working in local government dealing with economic development and planning issues.

Question applies to Teen Advisory Committee.

For more information please visit the Community Services page on the City's website located below:
<http://www.hyattsville.org/136/Community-Services-Recreation>

Board, Committee and Commission Application

Status: submitted

Profile

Adam

First Name

Weissmann

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

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

Ward 1

Ward

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Planning Committee

Haba, Wright

Referred By:

Biographical Statement

Board, Committee and Commission Application

Status: submitted

Profile

Maureen

First Name

Foster

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

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

Ward 2

Ward

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Planning Committee

Referred By:

Biographical Statement

My family and I have lived in Hyattsville since 1993. I have been active in the community through the Hyattsville Preservation Association, PG County public schools, local churches, and especially the planning committee. I have been a member of the committee for approximately 15 years, serving as the Ward 2 representative, the recording secretary, and the co-chair. I enjoy the committee as its work shapes the future of our community. I am a chief of staff at the Department of the Interior and a federal employee for over 30 years.

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Hyattsville City Council Agenda Item Report

Meeting Date: January 9, 2017
Submitted by: Lillie Littleford
Submitting Department: City Clerk
Item Type: Appointment
Agenda Section: Consent Items

SUBJECT

Appointment to the Teen Advisory Committee

Motion #

109-01-FY17

Recommendation:

I move that the Mayor and Council appoint Rekik Ziku (Ward 3, appointment) to the Teen Advisory Committee for a term to expire on June 30, 2018.

Sponsor(s):

Hollingsworth

ATTACHMENTS

[Rekik Ziku_TAC Application_redacted.pdf](#)

Summary Background:

Please see attached appointment application. The term for the appointment expires on June 30, 2019, to coincide with the school year. All current members with terms expiring have been invited to re-apply for appointment.

Next Steps:

N/A

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Support

Community Engagement:

Agendas for the Teen Advisory Committee 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

Status: submitted

Profile

Rekik

First Name

Ziku

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

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

Ward 3

Ward

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Teen Advisory Committee

Referred By:

Biographical Statement

I am interested in teen action committee because I wanted to help with the social issues many people in the city of Hyattsville are facing. I wanted to help because I am one of them and face a lot of problems as other peoples do.

Question applies to Teen Advisory Committee.

What School Do You Attend?

Northwestern Highschool

Question applies to Teen Advisory Committee.

What Grade Are You In?

10

Question applies to Teen Advisory Committee.

For more information please visit the Community Services page on the City's website located below:

<http://www.hyattsville.org/136/Community-Services-Recreation>



Hyattsville City Council Agenda Item Report

Meeting Date: January 9, 2017
Submitted by: Lillie Littleford
Submitting Department: City Clerk
Item Type: Appointment
Agenda Section: Consent Items

SUBJECT

Appointment to the Ethics Commission Committee

Motion

110-01-FY17

Recommendation:

I move that the Mayor and Council appoint Larry Weston (Ward 1) to the Ethics Commission Committee for a term of 3 years to expire on January 9, 2020. I further move that the Mayor and Council revise the recent appointment of Carter Ross to reflect a 3 year term with a new term expiration date of December 31, 2019.

Sponsor(s):

Hollingsworth, Lawrence

ATTACHMENTS

[Larry Weston_Ethics Commission App_redacted.pdf](#)

Summary Background:

Please see attached new-appointment application. The term for the appointment expires on Jan. 9, 2020.

The Council re-appointed T. Carter Ross to the Commission on December 19, 2016 (Motion # 130-12-FY17), however the term length was incorrectly stated as 2 years. A revision to Mr. Ross's term date is reflected in the motion listed above.

Next Steps:

N/A

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Support

Community Engagement:

Agendas for the Ethics Commission Committee 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

Status: submitted

Profile

Larry

First Name

Weston

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

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

Ward 1

Ward

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Board of Supervisors of Elections, Ethics Commission, Planning Committee

Referred By:

Biographical Statement

After living in Hyattsville since 2014, I am looking to serve the city and give back in any way possible. As a transplant to this area, I feel that I will bring a different perspective and approach to any board and possible invest new ideas into the city.

Question applies to Teen Advisory Committee.

For more information please visit the Community Services page on the City's website located below:

<http://www.hyattsville.org/136/Community-Services-Recreation>



Hyattsville City Council Agenda Item Report

Meeting Date: January 9, 2017
Submitted by: Lillie Littleford
Submitting Department: City Clerk
Item Type: Appointment
Agenda Section: Consent Items

SUBJECT

Appointments to the Code Compliance Advisory Committee

Motion

111-01-FY17

Recommendation:

I move that the Mayor and Council re-appoint Paul Koch (Ward 1), Joy M. Jeffries (Ward 1) and Gloria Felix-Thompson (Ward 1) to the Code Compliance Committee for a term of 2 years to expire on January 9, 2019.

Sponsor(s):

Croslin, Perry, Solomon

ATTACHMENTS

[Paul Koch_Code Committee App_redacted.pdf](#)

[Joy Jeffries_Code Committee App_redacted.pdf](#)

[Gloria Felix Thompson_Code Committee App_redacted.pdf](#)

Summary Background:

Please see attached re-appointment applications. The term for the re-appointment expires on Jan. 9, 2019. All current members with terms expiring have been invited to re-apply for appointment.

Next Steps:

N/A

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Support

Community Engagement:

Agendas for the Code Compliance Advisory Committee 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

Status: submitted

Profile

Paul	Koch
First Name	Last Name
	
Email Address	
	
Street Address	
	
City	Suite or Apt
	
	State
	
	Postal Code

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

Ward 1

Ward	
	
Primary Phone	Alternate Phone

Which Boards would you like to apply for?

Code Compliance Advisory Committee

Current member

Referred By:

Biographical Statement

I have lived and worked in Hyattsville most of my life and would like help revise and update the current ordinances.

Question applies to Teen Advisory Committee.

For more information please visit the Community Services page on the City's website located below:
<http://www.hyattsville.org/136/Community-Services-Recreation>

Board, Committee and Commission Application

Status: submitted

Profile

Joy M.

First Name

Jeffries

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

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

Ward 1

Ward

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Code Compliance Advisory Committee

Current member

Referred By:

Biographical Statement

Current member since 2015. I am interested in serving an additional two years on the Code Compliance Advisory Committee. I find it quite engaging and I enjoy researching various aspects of code compliance and how it is applied to residential and commercial in the City of Hyattsville as well as other municipalities nationwide.

Question applies to Teen Advisory Committee.

For more information please visit the Community Services page on the City's website located below:

<http://www.hyattsville.org/136/Community-Services-Recreation>

Board, Committee and Commission Application

Status: submitted

Profile

Gloria

First Name

Felix-Thompson

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

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

Ward 1

Ward

Primary Phone

Alternate Phone

Which Boards would you like to apply for?

Code Compliance Advisory Committee

Hollingsworth, Croslin

Referred By:

Biographical Statement

Ms. Felix-Thompson is a 40-year resident of Hyattsville and has been actively involved in the cultural and business life of the city. She is no stranger to committees and organizations: she has served on the Shade Tree Board since its inception, is President of Hyattsville Preservation Association (HPA), and is a member of the board of directors for the Hyattsville Community Development Corporation. Ms. Felix-Thompson hopes to continue to bring an unbiased perspective to the committee and work together with committee members and staff to solve problems in a calm and fair way.

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Hyattsville City Council Agenda Item Report

Meeting Date: January 9, 2017
Submitted by: Douglas Holland
Submitting Department: Police Department
Item Type: Memorandum of Understanding
Agenda Section: Consent Items

SUBJECT

Hyattsville Safe Streets Initiative Memorandum of Understanding

Motion #

112-01-FY17

Recommendation:

I move that the Mayor and Council approve the Memorandum of Understanding (MOU) for the City of Hyattsville Safe Streets Coalition. The MOU will remain in effect for the until such time as the Coalition is no longer funded.

Sponsor(s):

At the Request of the City Administrator

ATTACHMENTS

[MOU Draft 4 01.05.17.doc](#)

Summary Background:

On November 7, 2017 the Mayor and Council accepted a grant in the amount of \$106,500 from the Governor's Office of Crime Control and Prevention for a Safe Streets Initiative. This document is a formal memorandum of understanding of all coalition partners.

Next Steps:

Gather signatures of all coalition members

Fiscal Impact:

None

City Administrator Comments:

Recommend Support

Community Engagement:

Meetings will be announced and open to the public. Meeting agendas and minutes will be posted to the City's website.

Strategic Goals:

: Goal 3 - Promote a Safe and Vibrant Community

Legal Review Required?

The document was reviewed and approved for legal sufficiency by City Attorney Skip Cornbrooks.



Hyattsville City Police Department
4310 Gallatin Street
Hyattsville, Maryland 20781
301-985-5060



Candace B. Hollingsworth
Mayor

Douglas K. Holland
Chief of Police

Tracey Nicholson
City Administrator

MEMORANDUM OF UNDERSTANDING

CITY OF HYATTSVILLE SAFE STREETS COALITION

PREAMBLE

WHEREAS, the Hyattsville Police Department Safe Streets Coalition, (the “Coalition”), a collaboration of State, County and municipal public safety agencies, has been convened, to develop and to commit to a comprehensive, data driven, strategic plan for reducing crime within the City of Hyattsville and surrounding areas; and,

WHEREAS, the initial focus of the agencies brought together was to discuss conditions in the City of Hyattsville and surrounding areas; that were contributing to violent and property crimes, and recidivism; and,

WHEREAS, the Coalition members have continued to meet, develop relationships and have identified specific actions that will improve public safety in the City of Hyattsville and surrounding areas; and,

WHEREAS, these discussions have already begun to enhance communication and coordination among State, County and municipal agencies committed to the public safety of the City of Hyattsville and surrounding areas; and,

WHEREAS, the signatories below further commit to working together to implement strategies continue constructive communication and problem solving, develop action plans, establish measures and evaluate success.



It is, by way of this Memorandum of Understanding,

HEREBY established the function of the City of Hyattsville Safe Streets Coalition.

I. Purpose

The function of the City of Hyattsville Safe Streets Coalition is to address issues affecting the public safety of the City of Hyattsville and surrounding areas.

II. Established.

There is hereby established the City of Hyattsville Safe Streets Coalition which will remain in effect until such a time as the Coalition is no longer funded. Any member may withdraw from the City of Hyattsville Safe Streets Coalition upon written notice to the Chair of the Coalition with copies to the other members.

III. Composition.

A. The Coalition shall consist of the following members or their designees:

1. Mayor, City of Hyattsville
2. City Administrator, City of Hyattsville
3. Chief of Police, City of Hyattsville
4. Director, Department of Public Safety and Correctional Services
5. Director Maryland Department of Juvenile Services
6. Health Officer, Prince George's County Health Department
7. Director, Prince George's County Department of Corrections
8. Prince George's County State's Attorney
9. Sheriff, Prince George's County
10. Chief of Police, Prince George's County Police Department
11. Chief of Police, Town of Bladensburg Police Department
12. Chief of Police, Town of Edmonston Police Department
13. Chief of Police, City of Greenbelt Police Department
14. Chief of Police, Mount Rainier Police Department
15. Chief of Police, Riverdale Park Police Department
16. Chief of Police, University Park Police Department

B. Individuals who hold membership on the Coalition by virtue of an elected or appointed position shall only hold such membership during the individual's term of office.

C. The Chair shall be selected by a majority vote of the Coalition and shall serve for a one year term as Chair.



- D. The Coalition shall meet at least once a month.
- E. The Meetings of the Coalition shall be open to the public.
- F. Minutes of the meetings of the Coalition shall be kept by the Chair and made available for public inspection.

IV. Duties.

The Coalition shall:

- A. Develop a strategy that deploys State, County and municipal resources to identify repeat offenders who are engaged in violent and property crimes. This includes a commitment to sharing of information in accordance with Federal and State law and pooling of resources to prioritize workloads.
- B. Coordinate prosecution strategies so they are focused on the most violent offenders and repeat offenders.
- C. Enhance information sharing, data analysis, and use of technology in accordance with Federal and State law to identify crime trends and to address community conditions leading to crime.
- D. Identify laws and regulations that can be used to support public safety efforts.
- E. Research legislative and regulatory changes that may enhance the success of the Coalition.
- F. Ensure social service and drug treatment programs are included throughout all facets of any efforts of the Coalition to reduce recidivism, support victims, and to improve offenders' chances of successful re-entry to the community from the correctional system.
- G. Include the community in all components of the works of the Coalition.
- H. Coupled with enforcement and social service deployment of resources, the Coalition shall seek to implement alternative dispute resolution, community based crime prevention programs and diversion initiatives.
- I. Commit to a monthly forum to share data, in accordance with Federal and State law, and to evaluate progress among the State, County and municipal public safety agencies working with the Coalition.



- J. Develop and adopt an action plan from time to time as the Coalition finds appropriate.
- K. Publish an annual report of Coalition's activities by (date to be determined) of each year.

Signatories to the Memorandum of Understanding for the City of Hyattsville Safe Streets Coalition as of November 2016:

1. _____
The Honorable Candace B. Hollingsworth, Mayor City of Hyattsville
2. _____
Tracey Nicholson, City Administrator City of Hyattsville
3. _____
Douglas K. Holland, Chief of Police City of Hyattsville
4. _____
Stephen T. Moyer, Director Department of Public Safety and Correctional Services
5. _____
Sam Abed, Secretary Maryland Department of Juvenile Services
6. _____
Pamela B. Creekmur, Health Officer, Prince George's County Health Department
7. _____
Mary Lou McDonough, Director, Prince George's County Department of Corrections
8. _____
Angela D. Alsobrooks, State's Attorney Prince George's County
9. _____
Melvin C. High, Sheriff, Prince George's County
10. _____
Henry P. Stawinski III, Chief Prince George's County Police Department



11. Tracy D. Stone, Chief Town of Bladensburg Police Department

12. Stephen E. Walker, Chief Town of Edmonston Police Department

13. Thomas Kemp, Chief City of Greenbelt Police Department

14. Michael E. Scott, Chief Mount Rainier Police Department

15. David C. Morris, Chief Riverdale Park Police Department

16. Michael Wynnyk, Chief University Park Police Department





Hyattsville City Council Agenda Item Report

Meeting Date: January 9, 2017

Submitted by: Douglas Holland

Submitting Department: Police Department

Item Type: Report

Agenda Section: Consent Items

SUBJECT

Police Department Surplus Vehicles

Motion #

113-01-FY17

Recommendation:

I recommend that the Mayor and Council declare the following Police Department vehicles surplus property, to be disposed of through public auction at the on-line public site www.propertyroom.com:

Vehicle # 7 2003 Ford Crown Victoria

Vehicle # 15 2007 Dodge Charger

Vehicle #28 2007 Dodge Charger

Vehicle #51 2002 Chevrolet Impala

Vehicle #59 2002 Chevrolet Impala

Vehicle #60 2000 Ford Crown Victoria

Vehicle #65 2000 Chevrolet Impala

Sponsor(s):

At the Request of the City Administrator

ATTACHMENTS

[Surplus Vehicles 2017.pdf](#)

Summary Background:

The above listed police vehicles are no longer usable or serviceable due to age, operating condition or cost of repair. The seven vehicles identified need to be declared surplus and disposed of through the on-line public auction site www.propertyroom.com.

Next Steps:

Remove all equipment and contact www.propertyroom.com for vehicle pick up and sale.

Fiscal Impact:

Limited revenue is generated by sale of vehicles

City Administrator Comments:

Recommend Approval. This process is consistent with our City Charter. We are currently updating our Procurement Policy and will review alternative courses of action for future disposal considerations.

Community Engagement:

N/A

Strategic Goals:

Goal 3 - Promote a Safe and Vibrant Community

Legal Review Required?

N/A



Hyattsville City Police Department

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



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Candace B. Hollingsworth
Mayor

Douglas K. Holland
Chief of Police

Tracey Nicholson
City Administrator

December 28, 2016

To: Douglas K. Holland
Chief of Police

From: Lt. Frank DonBullian
Patrol Services Commander

Ref: Recommendation for surplus vehicles

The following vehicles are out of service and unusable, therefore, I recommend they be converted to surplus property:

Vehicle # 7

2003 Ford Crown Victoria with 129,276 miles. This vehicle is a spare K-9 vehicle, but is no longer needed due to having another spare vehicle. The cost to maintain this vehicle outweighs the benefit of keeping this vehicle.

Vehicle # 15

2007 Dodge Charger with 140,000 miles / assigned to CAT. It has an inoperable motor and the cost to repair outweighs the benefit of keeping this vehicle.

Vehicle # 28

2007 Dodge Charger with 160,000 miles / assigned to patrol. It has an inoperable motor and the cost to repair outweighs the benefit of keeping this vehicle.



Vehicle # 51

2002 Chevrolet Impala with 176,528 miles / assigned to CIS. Due to age and repair cost, there is no benefit to keeping this vehicle.

Vehicle # 59

2002 Chevrolet Impala with 156,344 miles / assigned to CIS. Due to age and repair cost, there is no benefit to keeping this vehicle.

Vehicle # 60

2000 Ford Crown Victoria with 139,896 miles / assigned as a spare administration vehicle. Age and repair cost outweigh the benefit of keeping this vehicle.

Vehicle # 65

2000 Chevrolet Impala with 117,938 miles / assigned to CIS. Age and repair cost outweigh the benefit of keeping this vehicle.





Hyattsville City Council Agenda Item Report

Meeting Date: January 9, 2017

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Planning & Development

Agenda Section: Action Items

SUBJECT

Neighborhood BusinessWorks - Letter of Support for Sangfroid Distillery, LLC (10 minutes)

Motion

114-01-FY17

Recommendation:

I move that the Council authorize the Mayor to send a letter to the Maryland Department of Housing & Community Development in support of Sangfroid Distillery, LLC's application for financing through the Neighborhood BusinessWorks program.

Sponsor(s):

Hollingsworth, Lawrence, Ward

ATTACHMENTS

[Neighborhood BusinessWorks_cover.pdf](#)

[NBWFact_Sheet.pdf](#)

[Sangfroid - Hyattsville letter.pdf](#)

Summary Background:

The City of Hyattsville has received a request to provide a letter of support for a small business set to open at 5130 Baltimore Avenue, Hyattsville early this year. The business is a distillery, which would be the first in Prince George's County since Prohibition. The business is owned by two individuals, one of whom is a new Hyattsville resident.

As a State of Maryland designated Sustainable Community, Hyattsville businesses are eligible for several State funded small business & entrepreneurship programs including Neighborhood BusinessWorks (NBW), a small business lending program.

The NBW program provides 'gap' financing for small business start-ups, and is typically used to secure traditional financing at a reduced interest rate. The program requires applicant's to secure a letter of support from the local government. The City has provided similar letters of support to applicant's in the past. Previously funded NBW Hyattsville based recipients include Arrow Bicycle and Franklin's Restaurant, Brewery & General Store.

A personal statement submitted by the co-owners is as follows:

Jeff Harner - Born and raised in PA, Jeff attended Franklin & Marshall College in Lancaster, majoring in Government. After a few years in finance in New York, Jeff moved to DC in 2008 for a graduate degree in Economics at Johns Hopkins University-SAIS. After graduation Jeff worked in the Department of Defense for about 5 years, serving a tour in Afghanistan as an Army civilian, and he currently works for the Government Accountability Office as a financial auditor. From a family of farmers and apple growers, Jeff's passion for all things apple was sparked by a summer working for USAID in Tajikistan, near the ancestral home of the fruit. Now he's becoming a 21st century Johnny Appleseed, planting and growing apples anywhere he can, and he's more than happy to be distilling them. Jeff has

been brewing beer and making cider for over ten years, and in 2014 Jeff completed a rigorous weeklong course at Cornell University on advanced distilling techniques.

Nathan Groenendyk - Born and raised in Iowa, Nate has a degree in Statistics from the University of Iowa. He has worked for ten years in the field of education as a teacher and administrator in Rhode Island. Nate has also provided professional development to educators throughout the country including Michigan, New York, North Carolina and Washington D.C. For the past year, Nate has worked at a preparatory charter school in Washington, D.C. Nate has been brewing beer for over a decade, and he also completed a rigorous week-long course at Cornell University on advanced distilling techniques.

Next Steps:

No additional actions will be required.

Fiscal Impact:

None

City Administrator Comments:

Maryland DHCD is scheduled to approve a preliminary award to the applicant(s), with final approval contingent upon a letter of support from the City of Hyattsville.

Community Engagement:

TBD

Strategic Goals:

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

Action 2.4 – Provide economic development programming and projects to support and facilitate infill, revitalization, redevelopment and transit-oriented investment.

Legal Review Required?

N/A



Maryland Department of Housing & Community Development Community Development Administration

Lawrence J. Hogan Jr
Governor

Boyd K. Rutherford
Lt. Governor

Kenneth C. Holt
Secretary

Neighborhood BusinessWorks Loan Program Fact Sheet

Purpose of the Program

The Neighborhood BusinessWorks program (NBW) provides a revitalization resource to help stimulate investment in Maryland's older communities. The NBW loans provide flexible loan financing to small businesses located in or expanding in locally designated neighborhood revitalization areas throughout the State.

Eligible Applicants

- Maryland-based small businesses (small business as defined by the U.S. Small Business Administration)
- Nonprofit organizations whose activities contribute to a broader revitalization effort and whose projects are intended to promote investment in commercial districts or town centers

Note: Local governments are not eligible applicants.

Amount of Financing Available

- Loans up to \$5 million
- Each project assessed for financial need
- Refinances will be considered

Eligible Projects

- Retail businesses, including franchises
- Manufacturing businesses
- Service-related businesses Mixed-use projects, consisting of a commercial or retail use at street level and residential units

Note: Some restrictions apply. See Restrictions section which follows.

Eligible Uses of Funds

- Market/planning/feasibility studies
- Real estate acquisition
- New construction or rehabilitation
- Leasehold improvements
- Machinery and equipment
- Working capital (when part of total project cost)
- Certain other costs associated with opening or expanding a small business

Notes: (1) A Minority Business Enterprise Plan is required for those projects where NBDP funds will exceed \$250,000 for construction or rehabilitation.
(2) Construction projects are reviewed by this Department's offices of Maryland Historical Trust and Codes Administration prior to funding.

Loan Terms

- Interest rate based on market conditions & on underwriter's analysis
- Loan term up to 15 years, depending on loan size and underwriting
- Minimum 10 percent applicant capital cash contribution is required (based on total project cost)
- Personal guarantees and collateral are required
- No prepayment penalties



The Maryland Department of Housing and Community Development (DHCD) pledges to foster the letter and spirit of the law for achieving equal housing opportunity in Maryland.

Criteria Considered

- Project viability and potential
- Impact of the project on its neighborhood
- Significant exterior improvements
- First floor commercial or retail space use which generates street level activity
- Improvements to a vacant/underutilized building or site
- Introduction of needed goods or services to a neighborhood
- Creation of new jobs
- Readiness to proceed

Restrictions & Considerations

Priority is given to projects that strengthen neighborhood commercial districts and are part of a greater revitalization strategy. The following types of projects and activities will not be considered for NBW financing:

- Speculative developments (All properties must be pre-leased for a minimum of 51% of the leasable space prior to loan closing.)
- Residential or transient living facilities (other than mixed-use projects described in Eligible Projects section), e.g., multifamily or single-family housing developments, nursing homes, assisted living facilities, crisis care centers, group homes, transitional housing, and homeless shelters
- Facilities such as community halls, fire stations, hospitals, colleges, or universities
- Adult bookstores, adult video shops, other adult entertainment facilities, gambling facilities, gun shops, liquor stores, massage parlors, pawn shops, tanning salons, or tattoo parlors

Application

A complete NBW loan application consisting of the items on the Required Documentation Checklist in the application package must be submitted before a project can be fully processed. If the application for funds is approved, additional documentation will be necessary to close the loan.

For Additional Information

Please contact:

Michael J. Haloskey III

Director Business Lending Programs

Phone: 301-429-7523 Email: michael.haloskey@maryland.gov

Maryland Department of Housing and Community Development

Neighborhood BusinessWorks Program

7800 Harkins Road

Lanham, Maryland 20706

<http://www.neighborhoodrevitalization.org/Programs/NBW/NBW.aspx>

MD Relay for the Deaf: 1-800-735-2258

Employment Opportunities

As part of Maryland's continuing efforts to provide successful Welfare-to-Work opportunities, the Department of Housing and Community Development encourages Neighborhood Business Development Program applicants to make jobs available to Temporary Cash Assistance recipients. For further information on how to reach these resources, please contact the Department of Human Resources, Office of Work Opportunities at 410-767-7976 or the Department of Labor, Licensing and Regulation, Office of Employment Training at 410-767-2800 or the Maryland Job Service at

410-767-3416. Maryland also maintains a job bank on the internet at

<https://mwe.dllr.state.md.us/JobSeeker/JobSeekerHome.asp>

s a n g • f r o i d
d i s t i l l i n g

January 3, 2017

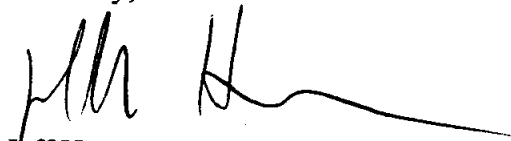
Jim Chandler, CEcD, LEED AP
Assistant City Administrator and
Director, Community & Economic Development
City of Hyattsville
4310 Gallatin Street
Hyattsville, Maryland 20781

Dear Mr. Chandler,

We are writing to you to request the support of the City of Hyattsville for our Neighborhood BusinessWorks loan application. The purpose of our application is to apply for funding to assist in our renovation of a retail-level property located at 5130 Baltimore Avenue to make the premises suitable for an artisan distillery. With your support, and that of the Neighborhood BusinessWorks program, we hope to become an integral part of the Hyattsville community, as well as the region, as the first distillery to operate in Prince George's County since Prohibition, and the first distillery in the region focusing on fruit brandies and Maryland-style rye whiskies.

If you have any questions about our project, or our application for the Neighborhood BusinessWorks loan funds, please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read 'JH' followed by a long horizontal flourish.

Jeff Harner
Co-owner,
Sangfroid Distillery, LLC



Hyattsville City Council Agenda Item Report

Meeting Date: January 9, 2017
Submitted by: Laura Reams
Submitting Department: City Clerk
Item Type: Ordinance
Agenda Section: Action Items

SUBJECT

Hyattsville Ordinance 2017-01: Revisions to Chapter 8, Elections Code (15 minutes)

Motion

115-01-FY17

Recommendation:

I move that the Mayor and Council introduce Hyattsville Ordinance 2017-01, an ordinance whereby the City Council updates chapter 8 of the Code to reflect changes in the charter regarding qualifications to vote and to make explicit the authority of the Board of Supervisors of Elections, to provide for a Supplemental Voting Registry, to add a list of definitions and duties so as to clarify the elections law, to specify minimum times for the polls to be open, to change Absentee voting to Vote-by-Mail, to adjust campaign finance reporting deadlines to reflect early voting dates, to specify certain rules, and regulations and limitations regarding campaign finance, and to outline a complaint procedure for election law violations (FIRST READING).

Sponsor(s):

At the Request of the City Administrator

ATTACHMENTS

[Chapter 8 Elections 1.5.17 PACKET.pdf](#)

Summary Background:

The proposed updates to Chapter 8 of the Code reflect changes in the Charter regarding qualifications to vote and to make explicit the authority of the Board of Supervisors of Elections, to provide for a Supplemental Voting Registry, to add a list of definitions and duties so as to clarify the elections law, to specify minimum times for the polls to be open, to adjust campaign finance reporting deadlines to reflect early voting dates, to specify certain rules and regulations and limitations regarding campaign finance, change the terminology from absentee ballots to vote-by-mail and to outline a complaints procedure for elections law violations.

The Council held discussions on the proposed changes to Chapter 8, Elections Code on the following dates in 2016: January 4, February 10, November 21, December 5 and December 19.

Attached is an updated draft of the ordinance based on the December 19 Council discussion. Major changes are summarized below.

- 8-1 Inserted definition of financial institution
- 8-21 (C) Insert duplicate language regarding definition of foreign nationals
- 8-21 (E) Revised to stated that a candidate or committee should open a generic bank account with a financial institution and register the account with the City as the candidate's or political committee's campaign account.
- 8-21 (G) Inserted language restricting contributions from corporate entities
- 8-22 (D) Added language to clarify use of retained campaign funds
- 8-40 Inserted language that ties the violation to the date of the most recent election.

Next Steps:

The item is scheduled for second reading/adoption on January 23, 2017, with an effective date of February 12.

Upon adoption, the Election Board will make the necessary modifications to the Board of Elections Rules and Regulations and work with City staff to update election materials for the upcoming 2017 City Election.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend Support

Community Engagement:

The Board of Elections will publish updated elections materials reflecting adopted changes in advance of the 2017 election.

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance

Legal Review Required?

Complete

**CITY OF HYATTSVILLE
ORDINANCE 2017-01**

An ordinance whereby the City Council updates chapter 8 of the Code to reflect changes in the charter regarding qualifications to vote and to make explicit the authority of the Board of Supervisors of Elections, to provide for a Supplemental Voting Registry, to add a list of definitions and duties so as to clarify the elections law, to specify minimum times for the polls to be open, to change Absentee voting to Vote-by-Mail, to adjust campaign finance reporting deadlines to reflect early voting dates, to specify certain rules, and regulations and limitations regarding campaign finance, and to outline a complaint procedure for election law violations.

WHEREAS, Maryland Annotated Code, The Local Government Article, Section 5-202 grants to municipal corporations of the State of Maryland, including the City of Hyattsville, the power to protect the health, comfort, and convenience of their citizens; and

WHEREAS, the Mayor and City Council deem it in the best interest of its citizens to update the elections law to reflect early voting, City-Only Supplemental Voter Registry, voting and participation in elections, ~~and~~ define the powers of the Board of Supervisors of Elections, and to prevent corruption and circumvention of campaign finance provisions.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Hyattsville in regular session assembled that Chapter 8 of the Hyattsville Code is hereby amended to read as follows:

**Chapter 8
ELECTIONS
ARTICLE I**

General Election Procedures

- § 8-1. Definitions, and Powers and Duties of Board.
- § 8-2. Election Day, Advance Voting Day, **Vote-By-Mail**~~Absentee voting~~.
- § 8-4. Qualifications for Registration Officers, Clerks and Judges of Elections; oath of office and Applicability.
- § 8-8. Contests and appeals.
- § 8-9. Runoff elections.
- § 8-10. Campaign materials; authority line; penalty.
- § 8-11. Provisional voting.
- § 8-12. **Registration of Voters for City-Only Supplemental Voter Registry.**

ARTICLE II

Campaign Finance

- § 8-15 Reports Required.
- § 8-16 Deadline for filing reports.
- § 8-17 Form; Affirmation of report.
- § 8-18 Special reporting requirements.
- § 8-19 Appointment of Campaign Treasurer.
- § 8-20 Failure to appoint a treasurer or file reports.
- § 8-21 Restrictions on Campaign Contributions.
- § 8-22 Restrictions on Use of Campaign Funds.
- § 8-23 Penalties.

ARTICLE III

Vote-by Mail Absentee Ballots

- § 8-27 Application Form for **Vote-By-Mail Absentee** Ballot.
- § 8-28 Contents of Application for **Vote-By-Mail Absentee** Ballot.
- § 8-29 **Vote-By-Mail Absentee** Ballots; Review of Applications, Delivery and Maintenance of Records.
- § 8-30 Form and Contents of **Vote-By-Mail Absentee** Ballots.
- § 8-31 Instructions to voters.
- § 8-32 **Vote-By-Mail Absentee** Ballots; Procedure for Assistance.
- § 8-33 Procedure for Counting and Canvassing **Vote-By-Mail Absentee** Ballots.
- § 8-13 Penalty.

ARTICLE IV

Complaints

- § 8-40 Filing Procedure for Complaints.
- § 8-41 Investigation of Complaints.
- § 8-42 Procedure When Violation of Chapter Not Found.
- § 8-43 Procedure When Violation of Chapter is Found.
- § 8-44 Board Hearings Generally.
- § 8-45 Board Action When Violation of Chapter Not Found.
- § 8-46 Board Action When Violation of Chapter Found.

[HISTORY: Adopted by the Mayor and Council of the City of Hyattsville 12-1-69. Section 8-7C amended at time of adoption of Code; see Ch. 1, amended 02-20-07 by HO-2007-03]

General Provisions, Art. I. Other amendments noted where applicable.]

GENERAL REFERENCES

Registration, nominations and elections - See Charter, Art. IV.

ARTICLE I

General Election Procedures

§ 8-1. Definitions, and Powers and Duties of Board.

A. As used in this chapter, the following terms shall have the meanings indicated unless a contrary meaning is clearly intended from the context in which the term appears:

Board: Board of Supervisors of Elections for the City.

Candidate: Individual who seeks nomination for election, or seeks election, to City office.

Contribution: A gift, in-kind, contribution, or promise of gift of money, donated to any candidate or representative or political committee.

Contributor: Any person who makes a contribution or expenditure of cash or in-kind contribution to or on behalf of a candidate or political committee.

Election: General or special elections, referenda, or other questions at any election held by the City.

Expenditure: Any transfer, disbursement or promise of money or valuable thing (in-kind contribution), by a candidate, treasurer, or other agent of such candidate, or political committee to promote or assist in the promotion of the success or defeat of a candidate or proposition submitted to a vote at any election.

Financial Institution: Any bank licensed to receive deposits and make loans which is insured by the Federal Deposit Insurance Corporation.

Foreign National: A foreign government, foreign political party, foreign corporation, foreign association or partnership. A United States citizen living abroad and an immigrant with a green card shall not be considered a foreign national.

In-kind contribution: Anything of value, other than a gift or promise of money, donated to any candidate or representative, or a representative of any political committee, to promote or assist any candidate, political committee, or proposition submitted to a vote of any election.

Person: A corporation, business, other legal entity, or an individual.

Political committee or "committee": Any combination of two (2) or more persons formed in any manner, which independently collects or expends a cumulative amount of one hundred dollars (\$100.00) or more to assist in the promotion of the success or defeat of any candidate or slate of candidates for City elective office or any cause to be submitted to the voters.

Report: A report of expenditures, loans, and contributions (in-kind or cash) received by any candidate or political committee.

Surplus campaign funds: Funds left in a candidate's account after the election is certified and all campaign debts, including all loans, have been paid.

Treasurer: Any person appointed by a candidate or political committee to receive or disburse money or other things of value to promote or assist in the promotion of any candidate or proposition.

Vote-by-Mail: shall include the process whereby voters make application for and submit completed ballots by either mail or in person drop off at a location authorized by the Board.

B. Powers and Duties of the Board of Supervisors of Elections.

In addition to any power, duty, or responsibility provided in the City Charter, the Board of Supervisors of Elections shall be in charge of all City elections. The Board shall:

- (1) Issue and maintain all election records in a separate filing system provided by the City.
- (2) Provide for the nominations for elected City officers and verify the eligibility of election candidates, which includes reviewing and certifying petitions for office as outlined in this chapter, and verifying that such candidates are residents of the City.
- (3) Provide, receive, review, and certify that campaign reports from candidates are timely and complete as outlined in the Elections Code.
- (4) Coordinate Ceity staff, with the approval of the City Administrator, to assist and support the Board in its official duties.
- (5) Provide for voting by Vote-By-Mail~~voting by absentee~~ ballot and provisional ballot.
- (6) Validate the authenticity of returned Vote-By-Mail~~absentee~~ ballots and completed provisional ballots.
- (7) Provide a form for the certificate of polling place challengers and watchers.
- (8) Select and train election judges to assist in the operation of the polling places ~~on~~ for City elections ~~day~~. The Board shall also oversee the operations of the polling places.
- (9) Issue the official election ballot.
- (10) Keep, maintain, administer, and update the City Supplemental Voter Registry and accept, examine, and, as appropriate, approve registration applications for the Supplemental Voter Registry.
- (11) Certify all election results.
- (12) Provide for recount of ballots.
- (13) Administer and enforce all election laws.
- (14) Conduct, as necessary, administrative review. The Board shall investigate and/or conciliate any written complaints and shall hold hearings and make determination on any alleged violations of the elections provisions of the Charter or elections ordinance of the City Code. The Board shall promptly inform the City Administrator of any hearing. The Board, when conducting an administrative review, shall be granted the following powers to:
 - a. Investigate complaints filed with the Board of matters of election practices or other matters within the jurisdiction of the Board.

- b. Dismiss complaints.
- c. Conciliate complaints.
- d. Summon concerned parties to hearings.
- e. Conduct hearings.
- f. Adopt rules and procedures for the conduct of hearings.
- g. Implement enforcement actions, which include cease and desist orders, and the ability to make recommendations to the City Administrator to impose civil penalties not to exceed one thousand dollars (~~\$500.00~~ 1000.00). The Board shall have the power to seek judicial enforcement of its decisions by application to courts of competent jurisdiction for injunctions, mandamus, and other appropriate judicial review when conducting an administrative review. The Board may also refer complaints to the Office of the State's Attorney for prosecution as the circumstance may warrant.
- h. Hearings conducted by the Board shall be open to the public. Unless otherwise provided, the City Attorney shall advise the Board. Either the complaining party or the respondent may request, in writing, a closed hearing. However, unless the Board finds a compelling reason to close the hearing (and closing is allowed by State law), the request shall ordinarily be denied. The deliberations of the Board shall not be public. The Board shall have the power to summon all witnesses it deems necessary. The hearing shall be held not less than seven (7) days, unless the Board determines that emergency circumstances require an earlier hearing, and not more than thirty (30) days after service of the statement of charges and summons. The summons so issued must be signed by the chairperson of the Board or a designee and shall require the attendance of named persons and the production of relevant documents and records. Failure to comply with a summons shall constitute violation of this chapter and subject to penalty pursuant to §8-34 of this chapter. The complaining party or parties and the respondent may, at their option, appear before the Board in person or by duly authorized representative(s) and may have the assistance of an attorney. The parties may present testimony and evidence that shall be given under oath or by affirmation. The Board shall keep a full record of the hearing. If the hearing is public, the record shall be open to inspection by any person, and, upon request by any principal party to the proceeding, the Board shall furnish such party a copy of the hearing record, if any, at such charges as are necessary to meet costs. The Board may extend the time for any hearing and the issuance of any finding, opinion, and orders. The Board has the power to adopt rules and procedures with reference to the conduct and manner of these proceedings.

§ 8-2. Election Day, Advance Voting Day, Vote-By-Mail~~Absentee~~ voting. [Amended 2-9-09 by HO-2009-04]

- A. Election Day for Special Elections and referenda shall ordinarily be done on a Tuesday as set by the City Council.
- B. If the City Council **or Board of Supervisors of Elections** provides for an advance voting day in any referendum or Election, **ordinarily**~~unless otherwise directed~~, the Saturday immediately

before Election Day shall be an advance voting day when the polls shall be open to qualified voters at the times and places specified and advertised by the Board of Supervisors of Elections. The polls shall be open for a minimum of eight (8) hours on any advance voting day **that occurs on a weekend and at least four (4) hours on advance voting days on a weekday. In no event will an advance voting date be set more than fifteen (15) days before Election Day.**

C. Any person qualified to vote in the Election may **use a Vote-By-Mail** absentee ballot, but only pursuant to the provisions of this Chapter.

§ 8-4. Qualifications for Registration Officers, Clerks and Judges of Elections; oath of office and Applicability. [Added 5-3-76; Amended 2-6-89 by HB No. 1-89]

A. Registration Officers and Judges and Clerks of Elections appointed by the City Council or by the Board shall be registered voters of the City ~~and citizens of the United States~~. They shall, before entering upon their duties, take the oath required by law for all registration and election officials.

B. This chapter applies to elections as defined in this chapter.

§ 8-8. Contests and appeals. [Added 5-3-76; Amended 2-6-89 by HB No. 1-89]

Contests concerning voting or the validity of any ballot under this chapter shall be decided by the Board of Supervisors of Elections. No ballot shall be rejected except by the unanimous vote of the entire Board. Any candidate or ~~absentee~~ voter aggrieved by any decision or action of such Board shall have the right of appeal to the Circuit Court for Prince George's County, Maryland. Such appeals shall be taken by way of petition filed with the court within five (5) days from the date of the completion of the official canvass by the Board of all the votes cast at any election and shall be heard de novo and without a jury by said court as soon as possible. There shall be a further right of appeal to the Court of Appeals, provided that such appeal shall be taken within forty-eight (48) hours from the entry of the decision of the lower court complained of, and all such appeals shall be heard and decided on the original papers, including a typewritten transcript of the testimony taken in such cases, by the Court of Appeals, as soon as possible after the same have been transmitted to said court. Said original papers, including the testimony, shall be transmitted to the Court of Appeals within five (5) days from the taking of the appeal.

§ 8-9. Runoff elections. [Added 5-5-86 by HB No. 3-86]

A. If, at any election directed by the Charter, any two (2) or more candidates for the office of Mayor or Councilmember who have received the highest number of votes shall have received an equal number of votes, or the vote upon any referendum, **except for an advisory referendum**, shall result in a tie, a special election shall be ordered by the Board of Election Supervisors.

B. The special election shall be held within three (3) months of the election at which the tie vote occurred, ~~shall be only for~~ **include** those offices for which the equal number of votes was cast or referendum questions which resulted in a tie vote, and shall be conducted in the same manner as provided in the relevant sections of Article IV of the Charter.

§ 8-10. Campaign materials; authority line; penalty. [Added 2-20-2007 by HO-2007-03]

A. For the purposes of this Code, "campaign material" means any material that:

- (1) Contains text, graphics, or other images;

(2) Relates to a candidate, a prospective candidate, or the approval or rejection of a question; and

(3) Is published or distributed to anyone by, at the request of, or under the authority of, a candidate **or committee**.

B. Except as otherwise provided in this section, each item of campaign material shall contain, set apart from any other message, an authority line that states the name and address of the person, treasurer, or campaign manager responsible for the publication or distribution of the same.

C. The authority line need state only the name and title of the responsible person if:

(1) The name and address of the responsible person has been filed with the City Clerk; or

(2) The campaign material item is too small to include all the information specified in paragraph (B) of this section in a legible form.

D. Any material that is published or distributed in support of or in opposition to a candidate **or referendum** without being directly or indirectly authorized by the candidate as provided above in Subsection (A)(3) may and ordinarily should include the following statement: "this message has been authorized and paid for by (name of payer or any organization affiliated with the payer). This message has not been authorized or approved by any candidate."

E. It shall be unlawful for any person to knowingly publish or distribute for the purpose of influencing votes any materials with a false or incorrect authority line. Any person who violates this section shall be guilty of a misdemeanor and subject to the penalties including a **fine of up to** five hundred dollar (\$500.00) and/or imprisonment **not to exceed** thirty (30) days.

§ 8-11 . Provisional Voting. [Added 12-1-14 by HO 2014-09]

A. Eligibility. An individual is eligible to cast a provisional ballot if:

(1) The individual declares in a written affirmation under oath submitted with the provisional ballot that the individual is a registered voter in the State **or the City** and is eligible to vote in that election, and

(2)

(i) The individual's name does not appear on the City's election register or list of voters; or

(ii) An election official asserts the individual is not eligible to vote.

B. Application. Before an individual casts a provisional ballot,

(1) The individual shall complete and sign the provisional ballot application prescribed by the Board of Elections Supervisors, and

(2) The individual shall be given a data sheet on how the voter may obtain information on whether the vote was counted or not counted and the reasons therefore.

C. Locations and procedure. An eligible voter shall be issued and may cast a provisional ballot at a polling location on Election Day or at an early voting location during early voting.

D. Special envelopes. When voted, a provisional ballot shall either be enclosed in an envelope designated for such ballots or stored in an electronic format as specified by the Board of Elections.

E. Penalties. Any person who is convicted of violation of any of the provisions of this section or of making a false statement pursuant to an application for a provisional ballot shall be guilty of a misdemeanor and subject to a fine of not more than one thousand dollars (\$1,000.00) or imprisonment for no more than six (6) months, or both.

F. Canvass of provisional ballots.

- (1) The Board of Elections shall adopt regulations regarding the handling and canvassing of provisional ballots.
- (2) An envelope of a provisional ballot shall not be opened until the Board of Elections has approved the provisional ballot application.
- (3) The Board of Elections may not reject a provisional ballot except by unanimous vote.
- (4) The Board of Elections shall reject a provisional ballot if:
 - (i) The individual is not qualified to vote in the election;
 - (ii) The individual failed to sign the oath on the provisional ballot application;
 - (iii) The individual cast more than one (1) ballot for the same election; or
 - (iv) The provisional ballot is marked by an identifying mark that is clearly evident and can be used to identify the ballot.
- (5) The Board of Elections shall establish a system that any individual who casts a provisional ballot may access whether the ballot was counted.

§ 8-12. Registration of Voters for City Only Supplemental Voter Registry.

A. Pursuant to the City Charter, the Board shall maintain a supplemental voter registry of those voters who are not registered to vote under the State Universal Registration Act. Any such voter qualified under C4-1, who is at least 16 years of age, has the City of Hyattsville as the applicant's primary residence, has resided within the corporate limits of the City for thirty (30) days, does not claim the right to vote elsewhere in the United States and has not been found by a Court to be unable to communicate a desire to vote, is eligible to register for the City Supplemental Voter Registry.

B. Procedures. Any person qualified to register to vote shall complete a City Registration Application, which shall be under oath and signed by the applicant. The applicant shall submit to the Board documentary proof as outlined in subsection C below ~~that the applicant meets the above qualifications to be on the City Supplemental Voter Registry.~~ Upon approval of the documentation, the Board shall register the applicant on the City Supplemental Registry.

C. Required identification and proof of residence. The following documents shall be considered acceptable to establish the qualifications for registration:

- (1) Current photo identification or an identification card issued by a federal, state, or local government entity of the United States or any foreign country or school provided the identification document contains a photograph or identifying information such as name, date of birth, gender, height, or eye color. Examples of acceptable documentation include a United States or foreign passport, visa, alien registration card, driver's

license, Motor Vehicle Administration identification card, military identification, or school ID with photo; or

(2) Documents that establish current residency, if not already established by the documents above. Examples include a copy of a deed, house or apartment lease, utility bill, paycheck, bank statement, school record, or other official or government document that shows name current address in the City; or

(3) If the applicant is unable to provide the acceptable identification or proof of residence as recited above, it shall be acceptable proof if the applicant submits an affidavit on a form provided by the City Clerk attesting to the qualifications. The affidavit shall contain the following information:

- (i) the applicant's name and residence address including street and number;
- (ii) a statement that the applicant meets the registration requirements of the City Charter to be a qualified voter in the City;
- (iii) that the address on the application is the applicant's ~~his or her~~ primary residence;
- (iv) the applicant has lived in the City of Hyattsville for at least thirty (30) days; and
- (v) the applicant does not claim the right to vote elsewhere in the United States.

The affidavit shall be executed under the penalties of perjury.

ARTICLE II

Campaign Finance

[Added 4-9-07 by HO-2007-07]

§ 8-15. Reports required. [Amended 12-1-14 by HO 2014-10]

A. Each candidate for the Office of Council or Mayor and the candidate's designated campaign treasurer shall file with the City Clerk reports as specified below ~~which~~ **that** shall list individually each and every contribution and expenditure **as defined in this chapter** in furtherance of the candidate's nomination and election. The reports shall also include a total amount of all contributions.

B. Any political committee making expenditures in excess of one hundred dollars (\$100.00) to assist in the promotion of the success or defeat of any candidate or slate of candidates for elective office or to advocate a position on any cause to be submitted to the voters, shall file reports in accordance with this Article.

C. Unless otherwise provided, any report shall include contributions received or expenditures made by the candidate, ~~or made by~~ any other person with the knowledge of the candidate, ~~or~~ the candidate's treasurer, **or any person acting on behalf of a political committee**. Reportable contributions and expenditures shall include cash, campaign signs, brochures, postage, advertisements, professional services (*i.e.*, the entity or person is or has been compensated for similar services regularly on a full or part-time basis outside of the campaign), and any other material used for the campaign.

D. All reports filed shall be available for examination by any member of the public during normal office hours of the City Clerk.

E. All candidates/committees shall file their campaign finance reports as herein provided as well as with the State Board of Elections.

F. In this Article II the term “candidate” shall include any individual who has not registered as a candidate, but is actively running for elected office in a City election, or any individual who shall be declared as elected by the Board of Supervisors of Elections. The Board shall determine the applicant’s campaign finance report(s) to be filed by such a “candidate.”

§ 8-16. Deadline for filing reports; Review by Board.

A. When there is no advance voting day, the following deadlines for campaign reports shall apply:

1. Initial Report - An initial report shall be filed on the 15th day preceding the election day and shall include all reportable contributions and expenditures made since the last preceding election.

2. Second Report - A second report shall be filed on the 7th day preceding the election day and shall include reportable contributions and expenditures made since the last preceding election.

3. Third Report - A third report shall be filed on the 7th day following the election day and shall include all reportable contributions and expenditures made since the last preceding election.

B. When there are advance voting days, the following deadlines for campaign reports shall apply:

1. Initial Report - An initial report shall be filed on the 5th day preceding the first advance voting day and shall include reportable contributions and expenditures made since the last preceding election.

2. Second Report - A second report shall be filed on the 7th day preceding the election day and shall include reportable contributions and expenditures made since the last preceding election.

3. Third Report - A third report shall be filed on the 7th day following the election and shall include reportable contributions and expenditures made since the last preceding election.

C. Further Reports - If a final report reflects a cash balance, unpaid bill(s), or a deficit greater than five hundred dollars (\$500.00), an annual report shall be filed on or before December 31 of each year, until the cash balance, unpaid bill(s), or deficit is eliminated and a report reflecting such is filed with the City Clerk’s Office. Each report filed shall include all contributions and expenditures made or received since the previous report.

D. Reports must be filed at the office of the City Clerk by 5:00 p.m. of the day they are due.

E. The Board shall appoint an individual or individuals with some expertise in reading financial statements to promptly review all reports filed. This person shall notify the Board of any irregularities, discrepancies, or errors; recommend action to the Board; and attempt to assist the persons reporting to correct any deficiencies.

§ 8-17. Form; affirmation of report.

A. The reports shall be made on forms or in a format provided by the City Clerk and approved by the City Attorney. The reports shall be subscribed and sworn to (or affirmed) by the candidate and by the candidate's treasurer, **or by the officers of a political committee, and shall include the receipts for all expenditures, dates, amounts, and information to identify each contributor and recipient of funds.**

B. Each report shall include any balance remaining from the last reporting period (including prior elections), as well as all contributions received and expenditures made from the day of the filing of the last report (if any) through the day preceding the filing of the report.

§ 8-18. Special reporting requirements.

~~A.~~ **Family contributions** - a report need not identify separately the campaign contributions made by the candidate or the candidate's spouse or domestic partner but may aggregate such under one line or total.

~~B. — In a case where the total contributions for the campaign (excluding contributions by the candidate, or the candidate's spouse/domestic partner) are less than fifteen hundred (\$1,500.00) dollars for a Councilmember candidate or five thousand (\$5,000.00) dollars for Mayoral candidate, the candidate may file an abbreviated report that attests under oath that the contribution limits outlined herein were not exceeded, and states the total contributions, the contributions outlined in subsection (a) above, and the contributions outlined in section 8-15. Nothing in this section 8-18 waives the requirements of reporting all expenses.~~

§ 8-19. Appointment of Treasurer.

A. Each candidate **or political committee** shall appoint one treasurer and shall file the name and address of the treasurer, together with the treasurer's acceptance of the appointment in writing, on a form provided by, and returned to, the City Clerk, no less than thirty (30) days ~~prior to~~**before** the election. **In the event of the resignation of an appointed treasurer, the candidate or committee must immediately inform the Board and shall within seventy-two (72) hours appoint a new treasurer and so inform the Board in writing.**

B. A candidate **or member of the political committee** may serve as the treasurer so long as the candidate **or committee** has not received and does not intend to receive a total of reportable contributions more than fifteen hundred dollars (\$1,500.00) excluding contributions **to a candidate's campaign if made** by a candidate or the candidate's spouse.

C. In the event the contributions exceed the amount in subsection (b) immediately above, the candidate **or committee** must report such to the eCity eClerk, and appoint a treasurer and file the appropriate form within two (2) days.

§ 8-20. Failure to appoint a treasurer or file reports.

A. ~~The Board of Election Supervisors~~ or the Clerk shall promptly send a written notice to any candidate **or committee** who fails to appoint a treasurer or to file timely campaign finance reports. Such notice shall be posted on the City's website and on the City's bulletin board.

B. ~~The Board of Election supervisors~~ is responsible for ensuring that all forms and campaign finance reports are in substantial compliance with this chapter. If the Board identifies a reporting inaccuracy or deficiency, ~~they~~ **it** shall notify the candidate and candidate's treasurer in writing.

A corrected report shall be filed within seven (7) days of such notice, unless the Board waives such inaccuracy or deficiency for good cause, with or without a hearing.

C. Failure to file a corrected report within seven (7) days after a notice from the Board or the City Clerk is sent shall render the report overdue.

§ 8-21. Restrictions on Campaign Contributions.

A. Maximum contribution. The maximum contribution per contributor for any one candidate or committee shall be no more than five hundred dollars (\$500.00) for any City election. No candidate or political committee may accept money from any contributor if the contributor has previously contributed five hundred dollars (\$500.00) to the election or issue.

B. Maximum contribution. No candidate or political committee or any person acting on behalf of a candidate or political committee may accept a contribution in excess of five hundred dollars (\$500.00) from any one person (or entity) in any election.

C. Prohibitions. No candidate or political committee shall accept any contribution from a(n) (1) anonymous contributor or (2) a foreign national which is defined as a foreign government, foreign political party, foreign corporation, foreign association or partnership. A United States citizen living abroad and an immigrant with a green card shall not be considered a foreign national as defined in Section 8-1. Any such contribution shall be promptly paid over to the City to be used for any public purpose.

D. Candidate and spouse contributions. The contributions of a candidate or the candidate's spouse to the candidate's own campaign shall not be subject to the limitations of this Section 8-21, but monetary contributions must pass through the candidate's campaign account and be reported.

E. Separate campaign account. When the contributions received by a candidate or political committee exceed a total of two hundred dollars (\$200.00), all funds must be deposited in an campaign account opened with a financial institution and designated with the City of Hyattsville as the candidate's or political committee's campaign account. Such funds must not be commingled with any other funds or accounts.

F. Loans for a campaign.

(1) A loan to a candidate is considered a contribution unless: (a) the loan is from a financial institution or other entity in the business of making loans or (b) the loan is to the candidate and repayment is personally guaranteed by the candidate and is due within one year of the date of the loan.

(2) A loan by the candidate or spouse is exempt from the requirements of this subsection.

(3) The total amount of all loans to a candidate or committee for any election shall not exceed five thousand dollars (\$5,000.00). Amounts spent by candidate of their own money shall not be limited by this subsection.

G. Contributions from corporate entities. No candidate may accept a contribution from a corporation, business, or legal entity. This prohibition only applies to direct contributions from a corporation, business, or legal entity.

§ 8-22. Restrictions on Use of Campaign Funds.

A. No cash withdrawals shall be allowed.

B. Campaign funds shall not be used to pay a fine for a violation of this Chapter.

C. No person other than a candidate, treasurer, political committee, or other agent with specific written authorization by the candidate or political committee, shall make an expenditure from the campaign account.

D. Disposition of surplus funds. After an election, surplus funds shall not be converted to personal use. A a candidate or political committee may retain surplus funds or, if not retained, surplus funds shall ~~may~~ be disposed of as follows:

(1) Returned, pro rata, to the contributors by the treasurer; or

(2) Paid to a charitable organization registered pursuant to Article 41, Section 103B, of the Annotated Code of Maryland, as amended, or to a charitable organization exempt from such registration pursuant to Article 41, Section 103 of the Annotated Code of Maryland, as amended; or

(3) Paid to a local board of education or to a recognized nonprofit organization providing services or funds for the benefit of pupils or teachers; or

(4) Paid to any public or private institution of higher education in the state for scholarship or loan purposes.

§ 8-23. Penalties. [Amended 12-1-14 by HO 2014-10]

A. The City Ethics Commission shall have non-exclusive jurisdiction to investigate and decide any violations of this Article II. **The City Administrator shall monitor and make appropriate recommendations to the Board and the Ethics Commission in the event of duplicative hearings.**

B. The penalties recited in this section are cumulative so that the imposition of one or more of the penalties does not preclude the imposition of any other penalty outlined in this section.

C. A candidate shall not be seated and sworn as an elected official and shall not receive a salary until all reports required by this chapter are filed in compliance with the requirements of this Chapter as well as all reports required by the City's Ethics Ordinance.

D. In addition to any other penalty or sanctions the City Council may, after notice and/or hearing, impose such censure or penalty on the person elected who has violated this Article that the Council deems reasonable and appropriate including a refusal to seat the individual, removal from office, and a declaration that the seat is vacant.

E. It shall be a misdemeanor for any person, including a treasurer or candidate for public office, to willfully violate or cause or allow a violation of this Article II. Upon conviction, a fine of up to one thousand dollars (\$1,000.00) may be imposed by the Court.

F. The Board may impose a fine of two hundred (\$200.00) dollars on any unsuccessful candidate and the candidate's treasurer if the final report as described in section 8-14 above is more than seven (7) days late. The Board shall have the power to waive or reduce the penalty for good cause with or without a hearing.

G. The Board may at its discretion choose not to qualify as a candidate any individual who in any previous campaign as a candidate has not filed all required reports. The Board shall not qualify as a candidate anyone who has consistently failed to observe any required procedures regarding election in previous campaigns. The Board shall have discretion to consider any mitigating circumstances in any ruling on a candidacy. Appeals to Board action shall be available pursuant to C-4-7 of the Charter.

ARTICLE III

Vote-by-MailAbsentee Ballots

§ 8-27. Application Form for Vote-by-MailAbsentee Ballot. [Added 5-3-76; Amended 12-19-83 by HB No. 15-83; 2-6-89 by HB No. 1-89, Amended 2-20-07 by HO-2007-03]

A. Printed forms of applications for **Vote-by-Mail**absentee ballots in accordance with the requirements of this chapter shall be provided by the Board and shall be available to any qualified voter.

B. The Board of Supervisors of Elections shall prescribe the forms of application for candidacy, **Vote-by-Mail**absentee registration and ballot, application for **Vote-By-Mail**absentee ballot by a registered voter, and related affidavits and statements for consideration by the Mayor and City Council as the Board deems necessary.

§ 8-28. Contents of Application for Vote-by-MailAbsentee Ballot. [Added 5-3-76; Amended 2-6-89 by HB No. 1-89; Amended 2-20-07 by HO-2007-03; Amended 2-9-09 by HO-2009-04]

A qualified voter desiring to vote at any election as an **Vote-by-Mail**absentee voter shall make an application, in writing, to the Board for an **Vote-By-Mail**absentee ballot. The application shall contain an affidavit, which need not be under oath but which shall set forth the following information under penalty of perjury:

A. The voter's name and residence address, including the street and number.

B. That the person is a qualified voter at the residence address given.

C. If the person voted at the preceding election, the residence address from which he or she voted.

D. The address to which the ballot is to be mailed, if different from the resident address.

§ 8-29. Vote-by-MailAbsentee Ballots: Review of Applications, Delivery and Maintenance of Records. [Added 5-3-76; Amended 2-6-89 by HB No. 1-89, Amended 2-20-07 by HO-2007-03; Amended 2-9-09 by HO-2009-04]

A. Rejection of application. Upon receipt of an application containing the affidavit, the Board shall reject the application only upon the unanimous vote of the entire Board and, when rejected, shall notify the applicant of the reason therefor, if it determines, upon inquiry, that the applicant is not legally qualified to vote in the election.

B. Delivery of ballot. If the applicant is a qualified voter as stated in ~~the~~his/her affidavit, the Board shall, as soon as practical thereafter, deliver to ~~the applicant~~him/her at the office of the Board or mail ~~the voter's Vote-by-Mail ballot to the applicant~~him/her at an address designated by ~~the applicant~~him/her an ~~Vote-by-Mail~~absentee voter's ballot. If the applicant is one with respect to whom free postage privileges are provided for by any other federal law, rule, or

regulation, the Board shall take full advantage of these privileges. In all other instances, postage for transmitting ballot material to voters shall be paid by the voters. If the ballots are to be sent by mail, the determination required in Subsection A of this section shall be made in such time as will allow the sending and return of the ballots by regular mail, depending on the mailing address, and including at least one (1) day for marking the ballots and completing the affidavit.

C. Record of applications received and ballots delivered.

(1) The Board shall keep a record of applications for **Vote-By-Mail** ~~absentee voters'~~ ballots as they are received; showing the date received and the names and residence of the applicants, and such record shall be available for examination by any registered voter.

(2) After approval of an application for an **Vote-by-Mail** ~~absentee~~ ballot and the mailing/delivery to the applicant of an **Vote-by-Mail** ~~absentee~~ ballot, then the **approved applicant's** voters record card in the precinct binder shall be removed and placed in a separate binder marked "registered **Vote-by-Mail** ~~absentee~~ voters" and retained in the office of the Board. A marker shall be placed in the regular precinct binder with the voter's name and shall record the fact that an **Vote-by-Mail** ~~absentee~~ ballot has been mailed, which shall show the date on which the ballot was sent. No such voter shall vote or be allowed to vote in person at any polling place.

D. One (1) ballot per applicant. Not more than one (1) **Vote-By-Mail** ~~absentee~~ ballot shall be mailed to any one (1) applicant unless the Board has reasonable grounds to believe that the **Vote-By-Mail** ~~absentee~~ ballot previously mailed has been lost, destroyed, or spoiled.

§ 8-30. Form and Contents of Absentee Ballots. [Added 5-3-76; Amended 2-6-89 by HB No. 1-89]

A. Printing of ballots for **Vote-By-Mail** ~~absentee~~ voters, envelopes, and instructions. In sufficient time ~~prior to~~ **before** any election, the Board shall have printed an adequate number of ~~absentee~~ ballots, the three (3) kinds of envelopes described in this section, and the instructions to **Vote-By-Mail** ~~absentee~~ voters as set out in ~~§ 8-9~~ of this chapter.

B. **Vote-By-Mail** ~~Absentee~~ ballots, ~~in at~~ the discretion of the Board, will be in the form of paper ballots. The form and arrangement of all ~~such~~ ~~absentee~~ ballots shall be as prescribed by the Board of Supervisors of Elections.

C. Format and printing of ballots. The ballots shall contain the words "**Vote-By-Mail** ~~absentee~~ ballot" printed in large letters in a clear space at the top of each paper ballot. Underneath these words shall be printed the following warning: "Mark ballot by placing X in proper blank after each candidate or question. Do not erase or make identifying mark." The designation of the election ward shall be left blank on paper ballots on the back and outside of said ballots, and such designation shall be filled in by the Board before being sent to any registered ~~absentee~~ voter. All candidates shall be listed by office and alphabetically within the office. Referendum questions shall follow the listing of candidates for all offices.

D. Envelopes. The Board of Supervisors of Elections shall prescribe the size, form, and printed content of the **Vote-By-Mail** ~~absentee~~ ballot material envelopes, providing for a covering envelope, a ballot envelope, and a return envelope.

§ 8-31. Instructions to voters. [Added 5-3-76; Amended 2-6-89 by HB No. 1-89; Amended 2-9-09 by HO-2009-04]

Printed Instructions. The printed instructions for the casting of **Vote-By-Mail**absentee ballots shall be prescribed by the Board of Supervisors of Elections, and it shall prescribe instructions for paper ballots.

Restrictions regarding Ballots. No completed ballot shall be handled or delivered by a candidate or an individual volunteering or working for a candidate except for ~~their~~his/her own ballot or that of ~~their~~his/her immediate family member or a member of ~~their~~his/her household.

Delivery. Completed ballots during voting hours may be hand-delivered to the City Clerk's Office during normal business hours or to the Board of Supervisors of Elections during voting hours at the voting places on any Election day or advance of Election Day, or at a place and time designated by the Board of Supervisors of Elections for receiving such.

§ 8-32. Vote-by-MailAbsentee Ballots; Procedure for Assistance. [Added 5-3-76; Amended 2-6-89 by HB No. 1-89, Amended 2-20-07 by HO-2007-03; Amended 2-9-09 by HO-2009-04]

A. Application procedure for voting. Any qualified voter shall make application for an **Vote-by-Mail**absentee ballot as provided in this chapter. The completed application shall be filed in the office of the Board of Supervisors of Elections no later than 10:00 a.m. on the last day the City offices are open for regular business ~~prior to~~before election Day. No completed application shall be handled, or delivered by a candidate or an individual volunteering or working for a candidate except for ~~their~~his/her own application or that of ~~their~~his/her immediate family member or a member of ~~their~~his/her household. Upon receipt of a completed application, the Board shall mail or provide to the voter entitled thereto an **Vote-By-Mail**absentee ballot.

B. Assistance in marking ballot. Any otherwise qualified voter who is blind, physically challenged or impaired and is for one (1) of these reasons unable to mark ~~their~~his/her absentee ballot and sign the required oath may be assisted in voting by any person selected by the voter. Any person rendering assistance pursuant to this subsection must execute the certification of the oath of person assisting **Vote-By-Mail**absentee voter form.

§ 8-33. Procedure for Counting and Canvassing Vote-By-MailAbsentee Ballots. [Added 5-3-76; Amended 2-6-89 by HB No. 1-89; Amended 2-9-09 by HO-2009-04]

A. Opening or unfolding ballots. The Board shall not open or unfold any **Vote-By-Mail**absentee ballot at any time ~~prior to~~ before the closing of the polls and the beginning of the canvass of the absentee ballots.

B. Procedure generally. No absentee ballot shall be counted if it is received by the Board of Supervisors of Elections after the closing of the polls on election Day. Immediately following the canvass of the votes cast at the regular voting places in the City on Election Day, the Board shall meet at the usual office of the Board and shall proceed to count, certify, and canvass the **Vote-By-Mail**absentee ballots contained in the ballot envelopes received ~~by it prior to~~ before the closing of the polls on Election Day. No ballot shall be rejected by the Board except by the unanimous vote of the entire Board. This canvass shall be conducted by ward in accordance with the applicable provisions of § C4-11 of the City of Hyattsville Charter. All **Vote-By-Mail**absentee voters' applications, certifications, ballot envelopes, and ballots shall be kept separate and apart from ballots cast at the regular voting places and retained for six (6) months after the date of the election at which they were cast, unless prior to that time the Board shall be ordered by a Court of competent jurisdiction to keep the same for any longer period.

C. Ballot voted for person who has ceased to be a candidate. Any **Vote-By-Mail**~~absentee~~ ballot voted for a person who has ceased to be a candidate shall not be counted for such candidate, but such vote shall not invalidate the remainder of such ballot.

D. Death of voter before ~~E~~-election ~~D~~day. Whenever any Board shall determine from proof of investigation that any person who has marked and transmitted or deposited in person with the Board an **Vote-By-Mail**~~absentee~~ ballot, whether under act of Congress or the provisions of this chapter, has died before election day, said Board shall not count the ballot of said deceased voter, but it shall be preserved by the Board for six (6) months and may then be destroyed. If, at or ~~prior to~~ **before** the time of such counting and canvassing, the Board shall not have determined that the ~~absentee~~ resident who marked a ballot had died before election day, said ballot shall be counted, and the fact that said **Vote-By-Mail**~~absentee~~ resident may later be shown to have been actually dead on election day shall not invalidate said ballot or said election.

E. Placement of ballots in **Vote-By-Mail**~~absentee~~ ballot box and entry in registry; more than one (1) ballot in envelope; marking ballots. If the Board determines that the provisions for filling out and signing the oath on the outside of the ballot envelope have been substantially complied with and that the person signing the voter's oath is entitled to vote under this chapter in any ward of the City, as the case may be, and has not already voted therein on election day, it shall open the ballot envelope and remove the ballot ~~the~~ therefrom and place it in an **Vote-By-Mail**~~absentee~~ ballot box. When any ballot envelope is opened, the Board shall enter in the appropriate register the fact that the voter whose name appears thereon has voted, using the initials "VBMA**B**" to indicate the vote has been by a **Vote-By-Mail**~~absentee~~ ballot. If there is more than one (1) ballot in the ballot envelope, all shall be rejected. **Vote-By-Mail**~~absentee~~ ballots may be marked by any kind of pencil or ink.

F. More than one (1) ballot received from the same person. If the Board receives from the same person ~~prior to~~**before** the closing of the polls on ~~E~~election ~~D~~day more than one (1) **Vote-By-Mail**~~absentee~~ ballot, it shall count, certify, and canvass only the **Vote-By-Mail**~~absentee~~ ballot with the earliest date, or, if both are undated or dated the same, none of the ballots received from such person shall be counted.

§ 8-34. Penalty. [Added 2-20-07 by HO-2007-03]

Anyone who willfully signs any ~~false~~ application, **affidavit**, or oath **containing false information** or who willfully does any act contrary to the terms and provisions of this chapter with **the** intent to cast an illegal vote or to aid another in doing so or who willfully violates any of the provisions of this ~~C~~chapter or who applies for a ballot under any other name than **their**~~his/her~~ own name shall be guilty of a misdemeanor and, upon conviction, be subject to a fine of not more than **one thousand dollars** ~~five hundred dollars~~ (**\$1000.00**) or to imprisonment of not more than ninety (90) days, or to both, at the discretion of the Court.

ARTICLE IV

Complaints

§ 8-40. Filing Procedure for Complaints.

Any candidate for office who believes they should be certified as elected by the Board and has not been certified, must file with the Board a complaint within seven (7) days of the

Board's certification. Any person who is a qualified voter of the City and believes that a violation of this chapter or a provision of the City Charter has occurred, except for the question of the certification of a candidate by the Board, may file a written complaint with the Board of Supervisors of Elections. The complaint shall include all particulars of the allegation, and must be signed by the complaining party. Such complaint must be filed with the Board within one hundred and eighty (180) days of the date of the alleged violation, but may not be filed later than one hundred eighty (180) days from the date of the most recent election to which the alleged violation pertains.

§ 8-41. Investigation of Complaints.

After the filing of any complaint, the Board of Supervisors of Elections shall make such investigation as deemed appropriate to ascertain whether there are reasonable grounds to believe the allegation is true. The Board may request the City Administrator's assistance in this investigation.

§ 8-42. Procedure When Violation of Chapter Not Found.

If the Board of Supervisors of Elections, in investigating a complaint, determines there are no reasonable grounds to believe that a violation of this chapter has occurred, the Board shall issue a written order dismissing the complaint.

§ 8-43. Procedure When Violation of Chapter is Found.

If the Board of Supervisors of Elections, in investigating a complaint, determines there are reasonable grounds to believe that a violation of this chapter has occurred, the Board or its designee shall attempt to conciliate the matter by methods of initial conference and persuasion with all interested parties and such representative as the parties may choose to assist them. If a complaint is conciliated, the terms of the conciliation agreed to by the parties may be reduced to writing and incorporated into a consent agreement as needed.

§ 8-44. Board Hearings Generally.

If there are reasonable grounds to believe a violation of law has occurred and the case has not been conciliated, the Board shall serve upon the person against whom the complaint has been filed (designated as the "respondent") a summons and statement of charges shall be served upon all interested parties along with a notice of the time and place of the hearing. The respondent or an authorized representative may file such statements with the Board before the hearing date as deemed necessary in support of respondent's position.

§ 8-45. Board Action When Violation of Chapter Not Found.

If, at the conclusion of a hearing, the Board determines, upon the preponderance of the evidence of record, that the respondent has not violated this chapter or any applicable election law, the Board shall state and publish its findings and issue an order dismissing the complaint.

§ 8-46. Board Action When Violation of Chapter Found.

If, at the conclusion of a hearing, the Board determines, upon the preponderance of the evidence of the record, that the respondent has violated this chapter or any applicable election law, the Board shall state and publish its findings and issue an order. Such order shall require the respondent to cease and desist from such unlawful conduct, impose such

conditions, mandates or prohibitions on any violator as the Board determines to be appropriate and may require the respondent to take corrective action. In addition, the Board may recommend to the City Administrator the imposition of civil penalties not to exceed one thousand dollars (\$1,000.00) as defined in this chapter.

Any order of the Board may be appealed to the Circuit Court ~~of~~ for Prince George's County, Maryland within fourteen (14) days of issuance. Failure to comply with an order of the Board shall constitute a violation of this chapter subject to the penalties outlined herein.

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 January 9, 2017.

ADOPTED by the City Council of the City of Hyattsville, Maryland, at a regular public meeting on _____, 2017.

Adopted: _____

Attest: _____
Laura Reams, City Clerk

Candace B. Hollingsworth, Mayor

~~{}~~ indicate deletions

/**BOLD** indicates additions

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

Effective Date:



Hyattsville City Council Agenda Item Report

Meeting Date: January 9, 2017

Submitted by: Laura Reams

Submitting Department: Legislative

Item Type: Ordinance

Agenda Section: Action Items

SUBJECT

Establishing regulations governing the disposal of pet waste (10 minutes)

Motion

116-01-FY17

Recommendation:

I move that the Mayor and Council authorize the City Attorney to prepare an ordinance that amends Chapter 65 of the Code of the City of Hyattsville to include an article that establishes the regulations for proper disposal of pet waste and the enforcement and fines for violations thereof.

The draft ordinance shall be provided to the Code Committee prior to its submission to the Mayor and Council for approval. Comments on the draft ordinance shall be submitted to the Mayor and Council via the Committee's staff liaison within 45 days of its submission to the Committee.

Sponsor(s):

Hollingsworth

ATTACHMENTS

[Model Ordinance - Pet Waste.docx](#)

Summary Background:

As we launch a city-wide effort to address litter, we should also make an effort to address the proper disposal of pet waste. This ordinance is intended to provide residents with clear regulations for what the City of Hyattsville considers necessary to maintain clean, healthy, and safe communities. It is requested that staff review of this ordinance also detail what is needed (equipment, supplies, and/or staffing) to provide for sufficient disposal in public spaces.

A model ordinance is provided as a starting point/reference.

Next Steps:

Upon approval, the City Attorney will draft an ordinance to be provided to the Code Committee. The Code Committee will submit comments within 45 days. Staff review of requirements shall be conducted during the 45 days that the ordinance is under review by the Committee. The final draft ordinance shall be provided to the Council along with staff recommendations.

Fiscal Impact:

Costs for equipment, supplies or other supporting requirements to be determined.

City Administrator Comments:

Staff confirmed with the City Attorney that the proposed ordinance, Chapter 65 (Health and Sanitation), with a separate section, is appropriate to define the procedures for disposal of pet waste.

Chapter 52 (Dogs & Other Animals) as discussed during the December 2016 Council Meeting regulates acceptable conditions/habitat for domesticated animals and penalties for failure of the owner to maintain acceptable conditions for the animal(s). If the motion is approved, the staff will include a cross reference for proper disposal in Chapter 52-2 (Actions Considered Public Nuisance).

Community Engagement:

Outreach and messaging on requirements and policy.

Strategic Goals:

Action 3.1 – Enhance safety and security in public places including residential neighborhoods, parks and commercial corridors

Action 3.2 – Enhance the overall quality and profile of parks recreational programming and community amenities

Legal Review Required?

Pending

An ordinance to establish requirements for the proper disposal of pet solid waste in the City of Hyattsville so as to protect public health, safety and welfare, and to prescribe penalties for failure to comply.

ARTICLE VIII – PET WASTE

DEFINITIONS

For the purpose of this ordinance, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

Immediate: Occurring at once, without delay.

Owner/Keeper: Any person who shall possess, maintain, house or harbor any pet or otherwise have custody of any pet, whether or not the owner of such pet.

Person: Any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

Pet: A domesticated animal (other than a disability assistance animal) kept for amusement or companionship.

Pet Solid Waste: Waste matter expelled from the bowels of the pet; excrement.

Proper Disposal: Placement in a designated waste receptacle, or other suitable container, and discarded in a refuse container which is regularly emptied by the municipality or some other refuse collector; or disposal into a system designed to convey domestic sewage for proper treatment and disposal.

REQUIREMENTS FOR DISPOSAL

All pet owners and keepers are required to immediately and properly dispose of their pet's solid waste deposited on any property, public or private, not owned or possessed by that person.

EXEMPTIONS

Any owner or keeper who requires the use of a disability assistance animal shall be exempt from the provisions of this section while such animal is being used for that purpose.

ENFORCEMENT

The provisions of this Article shall be enforced by Code Compliance of the City of Hyattsville.

VIOLATIONS AND PENALTY

Any person(s) who is found to be in violation of the provisions of this ordinance shall be subject to a fine not to exceed \$100.

SEVERABILITY

Each section, subsection, sentence, clause and phrase of this Ordinance is declared to be an independent section, subsection, sentence, clause and phrase, and the finding or holding of any such portion of this Ordinance to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this Ordinance.



Hyattsville City Council Agenda Item Report

Meeting Date: January 9, 2017

Submitted by: Jim Chandler

Submitting Department: Community & Economic Development

Item Type: Purchase

Agenda Section: Action Items

SUBJECT

Code Vehicle Acquisition (5 minutes)

Motion

117-01-FY17

Recommendation:

I move that the Mayor and Council authorize the City Administrator to proceed with the acquisition of one (1) 2017 Ford C-Max from Sheehy Ford Gaithersburg, Maryland at a cost not to exceed \$27,000.00.

Sponsor(s):

At the Request of the City Administrator

ATTACHMENTS

[Memo - C-Max Acquisition 2017.docx](#)

[CMax Vehicle Quotes.pdf](#)

Summary Background:

For the past two fiscal years, the Office of Code Compliance has replaced pick-up trucks with fuel efficient hybrid vehicle, which is consistent with the City's Sustainability Policy and meet the budgetary and operational requirements of Code.

Last year staff replaced an outdated pick-up truck with the Ford C-Max Hybrid, due in part to its 40 combined city/highway miles per gallon (42 city/37 highway), serviceability and NHTA Safety Rating. Code Compliance staff has been pleased with the performance of the vehicle make and model; we are requesting authorization for the acquisition of a 2017 Ford C-Max Hybrid in FY2017.

The City has directly solicited cost proposals from seven Ford dealerships located within the region and negotiated competitive quotes from four of the seven dealerships. The top two (2) quotes are as follows:

1st Choice

Sheehy Ford Gaithersburg
Gaithersburg, MD 20879
\$26,800.00

2nd Choice

Fred Beans Ford Lincoln
West Chester, PA 19382
\$26,950.00

Staff is recommending the Mayor and Council authorize the acquisition of the 2017 Ford C-Max from Sheehy Ford Gaithersburg. If the vehicle is no longer available to us on Tuesday, January 10, 2017, we request the authority to negotiate and acquire the vehicle from the 2nd choice: Fred Beans Ford Lincoln of West Chester, PA

The outfitting equipment is limited to a rear light bar, which will be transferred from an existing Code vehicle and lettering will be completed by Bay Signs, which will be funded out of operational funds.

Next Steps:

No additional action is required.

Fiscal Impact:

The adopted FY2017 City budget includes \$27,000 for a replacement vehicle for the Office of Code Compliance.

City Administrator Comments:

TBD

Community Engagement:

N/A

Strategic Goals:

Goal 4: Foster Excellence in all City Operations

Action 4.5 – Apply sustainable practices to City operations, facilities, and equipment

Legal Review Required?

Pending



Memo

To: Mayor and Council
CC: Tracey Nicholson, City Administrator
Ron Brooks, Treasurer
From: Jim Chandler, Assistant City Administrator, Director, Community & Economic Development
Date: January 5, 2017
Re: Code Vehicle Acquisition

The purpose of this memorandum is to request the Mayor and City Council authorize the acquisition of one (1) vehicle for the Office of Code Compliance.

Background

For the past two fiscal years, the Office of Code Compliance has replaced pick-up trucks with fuel efficient hybrid vehicle, which is consistent with the City's Sustainability Policy and meet the budgetary and operational requirements of Code.

The adopted FY2017 City budget includes \$27,000 for a replacement vehicle for the Office of Code Compliance.

Over the past two fiscal years, the City has replaced Chevy Silverado pick-up trucks with Ford C-Max Hybrid vehicles, due in part to its 40 combined city/highway miles per gallon (42 city/37 highway), serviceability and NHTA Safety Rating. Code Compliance staff has been satisfied with the performance of the vehicle make and model; we are requesting authorization for the acquisition of a 2017 Ford C-Max Hybrid in FY2017. The existing Chevy Silverado pick-up vehicle is aged but serviceable, therefore the Department intends on assessing whether it will be utilized as a 'special services' vehicle when staff comes across bulk items and other similar debris or transferred to Public Works, as was done with the previous Chevy Silverado.

The City has directly solicited cost proposals from seven Ford dealerships located within the region and negotiated competitive quotes from four of the seven dealerships. The top two (2) quotes are as follows:

1st Choice

Sheehy Ford Gaithersburg
Gaithersburg, MD 20879
\$26,800.00

2nd Choice

Fred Beans Ford Lincoln
West Chester, PA 19382
\$26,950.00

Recommendation

Staff is recommending the Mayor and Council authorize the acquisition of the 2017 Ford C-Max from Sheehy Ford Gaithersburg, Maryland through the following language:

“I move that the Mayor and Council authorize the City Administrator to proceed with the acquisition of one (1) 2017 Ford C-Max from Sheehy Ford Gaithersburg, Maryland at a cost not to exceed \$27,000.00”

If the vehicle is no longer available to us on Tuesday, January 10, 2017, we request the authority to negotiate and acquire the vehicle from the 2nd choice: Fred Beans Ford Lincoln of West Chester, PA

The outfitting equipment is limited to a rear light bar, which will be transferred from an existing Code vehicle and lettering will be completed by Bay Signs, which will be funded out of operational funds.



Manager: **Augusto Andrade**

26,800.00

By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.



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ford.com

VEHICLE DESCRIPTION

C-MAX HYBRID

HL 100745

2017 5-DR HYBRID TITANIUM
5-PASSENGER
2.0L ATKINSON-CYCLE I-4 HYB
CVT TRANSMISSION

EXTERIOR
RUBY RED TINTED CLEARCOAT
INTERIOR
MED LIGHT STONE LEATHER SEA

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

EXTERIOR

- DAYTIME RUNNING LIGHTS
- EASY FUEL CAPLESS FILLER
- FOG LAMPS
- HEADLAMPS - AUTO HALOGEN
- HEADLAMP COURTESY DELAY
- INTEGRATED BLIND SPOT MIRR
- LED SIGNATURE LIGHTING
- MIRRORS - TURN SIGNAL INDICATORS
- POWER MIRRORS WITH HEAT/SECURITY APPROACH LAMPS
- WIPERS - RAIN-SENSING

INTERIOR

- 60/40 SPLIT FOLD REAR SEAT
- 110V OUTLET
- AMBIENT LIGHTING
- AUTO DIM REARVIEW MIRROR
- DUAL-ZONE ELECTRONIC AUTO CLIMATE CONTROL
- IN-FLOOR STORAGE - REAR
- LEATHER TRIMMED SEATS W/ 10-WAY HEATED DRYPASS
- LEATHER WRAPPED SHIF KNOB
- LEATHER WRAPPED STR WHEEL
- W/CRUISE AND AUDIO CONTR
- SMARTGAUGE W/ECUCLIDE
- WINDOWS-1-TOUCH UP/DOWN FRONT/REAR

FUNCTIONAL

- 12V POWERPOINT (2)
- ECOSELECT
- ELECTRIC-ASSIST PARK BRAKE
- FRONT WHEEL DRIVE
- HD RADIO
- INTELLIGENT ACCESS W/PUSH BUTTON START
- REAR VIEW CAMERA
- REGENERATIVE BRAKING SYS
- REMOTE KEYLESS ENTRY
- REMOTE START
- REVERSE SENSING SYSTEM
- SIRIUSXM - SVC N/A AK&H
- SONY AUDIO W/9 SPEAKERS
- SYNC®3 W/8" TOUCHSCREEN

SAFETY/SECURITY

- ADVANCETRAC WITH RSC
- AIRBAG - DRIVER KNEE
- AIRBAGS - DUAL STAGE FRONT
- AIRBAGS - FRONT SEAT MOUNTED SIDE IMPACT
- AIRBAGS - SAFETY CANOPY
- FRIT-PASS SENSING SYSTEM
- PERIMETER ALARM
- SOS POST CRASH ALERT SYS
- TIRE PRESSURE MONITOR SYS

WARRANTY

- EXTENDED HYBRID WARRANTY
- 3YR/36,000 BUMPER / BUMPER
- 5YR/60,000 POWERTRAIN
- 5YR/60,000 ROADSIDE ASSIST

INCLUDED ON THIS VEHICLE

(MSRP)

- EQUIPMENT GROUP 301A**
- TITANIUM DRIVER ASSIST PKG
 - ACTIVE PARK ASSIST
 - PWR/HTD MIRR W/APPROACH LIGHT
 - BLIS WITH CROSS-TRAFFIC ALERT
 - HANDS-FREE LIFTGATE
 - POWER LIFTGATE

1,600.00

OPTIONAL EQUIPMENT/OTHER

- 2017 MODEL YEAR
- RUBY RED TINTED CLEARCOAT
- VOICE-ACTIVATED NAVIGATION
- FRONT LICENSE PLATE BRACKET
- 50 STATE EMISSIONS

395.00

795.00

NO CHARGE

NO CHARGE

PRICE INFORMATION

(MSRP)

BASE PRICE

\$27,120.00

TOTAL OPTIONS/OTHER

2,790.00

TOTAL VEHICLE & OPTIONS/OTHER

29,910.00

DESTINATION & DELIVERY

875.00

RAMP ONE

RA03

TOTAL MSRP \$30,785.00

RAMP TWO

FINAL ASSEMBLY PLANT

MICHIGAN

This label is affixed pursuant to the Federal Automobile Information Disclosure Act. Gasoline, License, and Title Fees, State and Local taxes are not included. Dealer installed options or accessories are not included unless listed above.

METHOD OF TRANSP.

ITEM # 27-2968 O/T 2

RAIL

GL171 N RA 2X 745 000164 11 17 16

EPA DOT Fuel Economy and Environment

Gasoline Vehicle

Fuel Economy

40 MPG
combined city/hwy
2.5 gallons per 100 miles

42 city

38 highway

Large Cars range from 14 to 40 MPG.
The best vehicle rates 119 MPG.

You save
\$2,500
in fuel costs
over 5 years
compared to the
average new vehicle.

Annual fuel cost

\$900

Fuel Economy & Greenhouse Gas Rating (tailpipe only)

1 **9** **10** **1** **8** **10**
Best Worst

This vehicle emits 222 grams CO₂ per mile. The best emits 0 grams per mile (tailpipe only). Producing and distributing fuel also create emissions; learn more at fueleconomy.gov.

Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 28 MPG and costs \$7,000 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$2.43 per gallon. \$1000 is miles per gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

fueleconomy.gov

Calculate personalized estimates and compare vehicles

GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score

★★★★★

Based on the combined ratings of frontal, side and rollover.
Should ONLY be compared to other vehicles of similar size and weight.

Frontal

Driver

★★★★★

Crash

Passenger

★★★★★

Based on the risk of injury in a frontal impact.

Should ONLY be compared to other vehicles of similar size and weight.

Side

Front seat

★★★★★

Crash

Rear seat

★★★★★

Based on the risk of injury in a side impact.

Rollover

★★★★★

Based on the risk of rollover in a single-vehicle crash.

Star ratings range from 1 to 5 stars (★★★★★), with 5 being the highest.

Source: National Highway Traffic Safety Administration (NHTSA).

www.safercar.gov or 1-888-327-4236



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Scan this code to experience this vehicle or text 1FHL100745 to 48028 or Visit ford.com/windowsticker

Standard messaging & data plan rates may apply.



Insist on Ford Protect! The only extended service plan fully backed by Ford and honored at every Ford dealership in the U.S., Canada and Mexico. See your Ford dealer for additional details, or visit www.FordOwner.com for more information.



Choose the vehicle you want. Whether you decide to lease or finance, you'll find the choices that are right for you. See your Ford Dealer for details or visit www.FordCredit.com.



BUYERS ORDER

145

VEHICLE BEING PURCHASED			PURCHASER'S NAME <u>City of Hyattsville (Joe Brewer)</u>	
PLEASE ENTER MY ORDER FOR THE FOLLOWING:	☒ NEW	☒ CAR	PURCHASER'S ADDRESS <u>4310 gallatin st</u>	
	☐ USED	☐ TRUCK	CITY, STATE, & ZIP <u>HYATTSVILLE, MD 20781</u>	
☐ PRIOR USE:		☐ DEMO	E-MAIL <u>jbrewer@hyattsville.org</u>	
MAKE <u>Ford</u>	YEAR <u>2017</u>	MILEAGE <u>4</u>	RESIDENCE PHONE _____	
MODEL <u>C-Max Hybrid</u>			BUSINESS PHONE <u>(301) 985-5018</u>	
BODY TYPE <u>Hatchback Titanium</u>			CASH DELIVERED PRICE OF VEHICLE	\$ 29,315.00
EXTERIOR COLOR <u>Ruby Red Tinted Clearcoat</u>			13000 Retail Customer Cash	\$ -2,500.00
SERIAL NO. <u>1FADP5DU5HL100201</u>				\$
SOLD BY: <u>Bruce Downing</u>	TO BE DELIVERED ON OR ABOUT: <u>1/13/17</u>			\$
USED VEHICLE TRADED IN AND/OR OTHER CREDIT				\$
MAKE _____	YEAR _____	MILEAGE _____		\$
MODEL _____				\$
EXT. COLOR _____	INT. COLOR _____			\$
SERIAL NO. _____				\$
AMOUNT \$ _____	GOOD UNTIL _____	VERIFIED BY _____		\$
2ND USED VEHICLE TRADED IN AND/OR OTHER CREDIT				\$
MAKE _____	YEAR _____	MILEAGE _____		\$
MODEL _____				\$
EXT. COLOR _____	INT. COLOR _____			\$
SERIAL NO. _____				\$
AMOUNT \$ _____	GOOD UNTIL _____	VERIFIED BY _____		\$
COLLISION COVERAGE			ACCESSORIES	\$
NAME OF AGENT _____	PHONE _____		REBATE	\$
ADDRESS _____			CASH PRICE OF VEHICLE & ACCESSORIES	\$ 26,815.00
POLICY NUMBER _____	COLLISION DEDUCTIBLE _____		TOTAL PRICE	\$ 26,815.00
INSURANCE CO _____	SPOKE WITH _____		LESS TRADE #1	\$ ()
EFFECTIVE DATE _____	EXPIRATION DATE _____	VERIFIED BY _____	LESS TRADE #2	\$ ()
WARRANTY INFORMATION			NET TAXABLE	\$ 26,815.00
☒ FACTORY WARRANTY: The manufacturer's warranty constitutes all of the warranties with respect to the sale of this item/items. The seller hereby expressly disclaims all warranties, either expressed or implied including any implied warranty of merchantability or fitness for a particular purpose, and the seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this item/items.			SALES TAX	\$
☐ USED CAR WARRANTY: Used car is covered by a limited warranty detailed in a separate document. You may obtain a full copy of any applicable warranty from us.			TIRE TAX	\$
☐ AS IS: THIS MOTOR VEHICLE IS SOLD "AS IS" WITHOUT ANY WARRANTY EITHER EXPRESSED OR IMPLIED. THE PURCHASE WILL BEAR THE ENTIRE EXPENSE OF REPAIRING OR CORRECTING ANY DEFECT THAT PRESENTLY EXISTS OR THAT MAY OCCUR IN THE VEHICLE.			STATE MOTOR VEHICLE FEES:	
USED CAR BUYERS GUIDE: THE INFORMATION YOU SEE ON THE WINDOW FORM FOR THIS VEHICLE IS PART OF THE CONTRACT. INFORMATION ON THE WINDOW FORM OVERRIDES ANY CONTRARY PROVISIONS IN THE CONTRACT OF SALE.			TITLE _____ LIEN _____ TRANSFER _____	
GUIA PARA COMPRADORES DE VEHICULOS USADOS. LA INFORMACION QUE VE EN EL FORMULARIO DE LA VENTANILLA PARA ESTE VEHICULO FORMA PARTE DEL PRESENTE CONTRATO. LA INFORMACION DEL FORMULARIO DE LA VENTANILLA DEJA SIN EFECTO TODA DISPOSICION EN CONTRARIO CONTENIDA EN EL CONTRATO DE VENTA.			REG.(GVWR _____)	
If you cancel this purchase agreement or refuse to take delivery of the vehicle ordered, except as permitted by law, you shall, at our option, forfeit as damages the amount of \$ _____			TEMP.PLATE(_____ METAL _____ TRANSIT) _____	
SIGNATURE X _____			DOCUMENTATION	
Purchaser hereby acknowledges to the above statement.			\$ 135.00	
USED TRADE-IN ALLOWANCE \$ _____			MESSENGER	
LESS PAYOFF \$ _____			\$	
NET TRADE IN \$ _____			ON-LINE REGISTRATION	
BALANCE OWED TO: _____			\$	
ACCT.NO. _____			NOTARY	
ADDRESS _____			\$	
Buyer agrees that this Agreement includes all of the terms and conditions on the front and back side hereof, that this Agreement cancels and supersedes any prior agreement including oral agreements, and as of the date below comprise, with any retail installment safe contract, the complete and exclusive statement of the terms of the agreement relating to the subject matters covered by this Agreement. Buyer, by signing this Agreement, acknowledges that he has read its terms and has received a true copy of this Agreement.			TOTAL PRICE OF UNIT	
			\$ 26,950.00	
			NET TRADE IN (Transferred from Left Column)	
			\$	
			DEPOSIT	
			\$	
			CASH AT DELIVERY	
			+	
			\$	
			TOTAL DOWN PAYMENT	
			-	
			\$	
			\$	
			\$	
			\$	
			TOTAL BALANCE DUE/AMOUNT FINANCED	
			\$ 26,950.00	
			PURCHASER'S SIGNATURE _____	
			DATE <u>01/05/2017</u>	

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9 - NORMAN, VA, 100429, GL031 8335

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CERTIFICATE OF TITLE

PA

17ADP5DU5

HL100201 NA

6U13

VEHICLE DESCRIPTION



C-MAX HYBRID

2017 5-DR HYBRID TITANIUM
5-PASSENGER
2.0L ATKINSON-CYCLE I-4 HYB
CVT TRANSMISSION

Go Further
ford.com

HL 100201

EXTERIOR
RUBY RED TINTED CLEARCOAT
INTERIOR
MED LIGHT STONE LEATHER SEA

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

- EXTERIOR**
- DAYTIME RUNNING LIGHTS
 - EASY FUEL CAP-LESS FILLER
 - FOG LAMPS
 - HEADLAMPS - AUTO HALOGEN
 - HEADLAMP COURTESY DELAY
 - INTEGRATED BLIND SPOT MIRR
 - LED SIGNATURE LIGHTING
 - MIRRORS - TURN SIGNAL
 - INDICATORS
 - POWER MIRRORS WITH HEAT
 - POWER WINDOW LOCK LAMPS
 - SWAY BAR STABILIZER
 - WIPERS - RAIN-SENSING

- INTERIOR**
- 60/40 5P/1T FOLD REAR SEAT
 - 110V OUTLET
 - AMBIENT LIGHTING
 - AUTO DIM REARVIEW MIRROR
 - DUAL-ZONE ELECTRONIC
 - AUTO CLIMATE CONTROL
 - IN-FLOOR STORAGE - REAR
 - LEATHER TRIMMED SEATS W/
 - 10-WAY HEATED DRYPASS
 - LEATHER WRAPPED SHIFT KNOB
 - LEATHER WRAPPED STR WHEEL
 - NAVIGATION SYSTEM
 - NAVIGATION AUDIO CONTR
 - WINDOWN-1 TOUCH UP/DOWN
 - FRONT/REAR

- FUNCTIONAL**
- 12V POWERPOINT (2)
 - ECOSELECT
 - ELECTRIC-ASSIST PARK BRAKE
 - FRONT WHEEL DRIVE
 - HD RADIO
 - INTELLIGENT ACCESS W/PUSH
 - BUTTON START
 - REAR VIEW CAMERA
 - REGENERATIVE BRAKING SYS
 - REMOTE KEYLESS ENTRY
 - REVERSE SENSING SYSTEM
 - SHOCKS - SPC R/A AXLES
 - 800 AUDIO W/8 SPEAKERS
 - STEERING W/8 TOUCHSCREEN

- SAFETY/SECURITY**
- ADVANCED TRAC WITH RSC
 - AIRBAGS - DRIVER KNEE
 - AIRBAGS - DUAL STAGE FRONT
 - AIRBAGS - FRONT SEAT
 - MONITORED S/D IMPACT
 - AIRBAGS - SAFETY CANOPY
 - FRONT-SEAT SENSING SYSTEM
 - PERMETER ALARM
 - SOS POST CRASH ALERT SYS
 - TIRE PRESSURE MONITOR SYS

- WARRANTY**
- EXTENDED HYBRID WARRANTY
 - 3YR/50,000 BUMPER TO BUMPER
 - 5YR/60,000 POWERTRAIN
 - 5YR/60,000 ROADSIDE ASSIST

- INCLUDED ON THIS VEHICLE**
- EQUIPMENT GROUP 301A
 - TITANIUM DRIVER ASSIST PKG
 - ACTIVE PARK ASSIST
 - POWER MIRRORS
 - BLIS WITH CROSS-TRAFFIC ALERT
 - HANDS-FREE LIFTGATE
 - POWER LIFTGATE

- OPTIONAL EQUIPMENT/OTHER**
- 2017 MODEL YEAR
 - RUBY RED TINTED CLEARCOAT
 - VOICE ACTIVATED NAVIGATION
 - FRONT LICENSE PLATE BRACKET
 - 60 STATE EMISSIONS

- PRICE INFORMATION**
- BASE PRICE \$27,120.00
 - TOTAL OPTIONS/OTHER 2,700.00
 - TOTAL VEHICLE & OPTIONS/OTHER 29,820.00
 - DESTINATION & DELIVERY 875.00

- FINANCING**
- MSRP 1,500.00

- OPTIONAL EQUIPMENT/OTHER**
- 2017 MODEL YEAR
 - RUBY RED TINTED CLEARCOAT
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EPA DOT Fuel Economy and Environment

Fuel Economy

Large Cars range from 14 to 40 MPG.
The best vehicle rates 119 MPG.

MPG 40

combined city/hwy

42 city

38 highway

2.5 gallons per 100 miles

These estimates reflect new EPA methods beginning with 2017 models.

You save

\$2,500

in fuel costs over 5 years compared to the average new vehicle.

Annual fuel cost

\$900

Fuel Economy & Greenhouse Gas Rating

1 2 3 4 5 6 7 8 9 10 Best

Best

These vehicles emit 221 grams CO₂ per mile. The best emits 6 grams per mile (tailpipe only). Producing and distributing fuel also create emissions. Learn more at fueleconomy.gov.

Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 28 MPG and costs \$7,800 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at 35 miles per gallon. (MPG) is miles per gallon equivalent. Vehicle emissions are a significant cause of climate change and air quality.

Smog Rating (tailpipe only)

1 2 3 4 5 6 7 8 9 10 Best

Best

These vehicles emit 221 grams CO₂ per mile. The best emits 6 grams per mile (tailpipe only). Producing and distributing fuel also create emissions. Learn more at fueleconomy.gov.

Calculate personalized estimates and compare vehicles

fueleconomy.gov

GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score ★★★★★

Based on the combined ratings of frontal, side, and rollover. Should ONLY be compared to other vehicles of similar size and weight.

Frontal Crash ★★★★★

Driver Passenger ★★★★★

Side Crash ★★★★★

Front seat Rear seat ★★★★★

Rollover ★★★★★

Based on the risk of rollover in a single-vehicle crash. Star ratings range from 1 to 5 stars (★★★★★), with 5 being the highest.

Source: National Highway Traffic Safety Administration (NHTSA).

www.safercar.gov or 1-888-327-4236



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Hyattsville City Council Agenda Item Report

Meeting Date: January 9, 2017
Submitted by: Joseph Solomon, W5
Submitting Department: Legislative
Item Type: Legislative
Agenda Section: Discussion Items

SUBJECT

Hyattsville Senior Nutrition Program Partnership

Motion

Discussion Only

Recommendation:

I move that the Mayor and Council authorize the City Administrator (and/or her designee) to prepare and submit an application to the Prince George's County Department of Family Services, Nutrition Program, to offer locations within the City of Hyattsville as nutrition sites for the Prince George's County Senior Meals Program. I further move to authorize the City Administrator (and/or her designee) to negotiate a memorandum of understanding with Prince George's County to define agreeable terms on participation in the Senior Meals Program as a nutrition site. I further move to authorize the City Administrator (and/or her designee) to add a line item to the FY18 budget to include the cost of any facility renovations required to operate a nutrition site.

Sponsor(s):

Solomon

ATTACHMENTS

[Staff_Comments_on_Senior_Nutrition_Program_1-9-2017.docx](#)

Summary Background:

The Prince George's County Senior Nutrition Program's mission is to promote the meal program, nutrition education, as well as social, recreational, and educational opportunities for older adults.

The Senior Nutrition Program has two components: The Home-Delivered and Congregate Meal programs. Each meal served meets at least one-third of the Recommended Dietary Allowances for older adults and follows the Dietary Guidelines for Americans. The Home-Delivered Meal program provides meals to homebound older adults within the community, with the intent of assisting the resident with remaining in their own home. A hot meal is delivered to the older adult's door five days a week.

The Congregate Meal program serves hot nutritious meals to seniors in a congregate setting such as senior centers, religious facilities, senior housing and community centers. Congregate program participants may be provided transportation to the local nutrition sites and eligible seniors are able to take part in the lunch program and have access to recreational and educational programs.

To be eligible for the Senior Nutrition Program, an individual must:

Be a Prince George's County resident

Be at least 60 years of age, or have a spouse that is 60 year of age and attends Senior Nutrition Program

Next Steps:

Upon adoption the Department of Community Services will apply, negotiate an MOU (with the support of the City Attorney), include any anticipated budget impact in next year's budget, and notify residents of the program.

Fiscal Impact:

TBD

City Administrator Comments:

Can be supported w/ additional resources

Community Engagement:

Held initial discussions with Hyattsville Community Services Director Rollow and Nutrition Program Director.

Strategic Goals:

Goal 5: Partnerships & Diversity

Legal Review Required?

TBD



Memo

To: Mayor and Council
From: Jake Rollow, Community Services Director
CC: Tracey Nicholson, City Administrator
Date: January 6, 2016
Re: Staff Comments on the Senior Nutrition Program

Staff Comments

About the Senior Nutrition Program

- The Prince George's County Senior Nutrition Program provides lunches at low or no cost to seniors.
- Participants must be 60 years of age or older, or be married to someone who is 60 or older.
- Meals cost \$3 to \$4 for residents, or that cost can be absorbed by the City.
- Currently, the County operates program sites in North Brentwood and Langley Park, and serves some City of Hyattsville residents through those programs. In the past, residents have used our Call-A-Bus to go to and from the meal site in North Brentwood, although no such requests have been made recently.

Resident Interest

- When the City conducted its senior survey in January of 2016, no question concerning senior meals was included. However, of the 173 respondents who wrote in a service they would like to have provided, six wrote a request for a meal service.

Hosting a Lunch Site

- The City could host a lunch site, and provide either hot or cold lunches. This could be done as frequently as five days per week, or as infrequently as one day per month. For the County to consider a lunch site successful, it needs to draw 25 residents to each lunch.
- To host a lunch site, the City would need to provide a coordinator for 4-6 hours per day and the City would also need to provide transportation to and from the site.
- If the City is to provide hot meals, it will need to upgrade a kitchen – either at the Magruder Park building or outside the Multipurpose Room – to commercial grade. Based on County Health Department requirements, this is expected to cost up to \$50,000.
- If the City chooses not to upgrade its kitchen, it can only provide cold meals (boxed lunches).
- The City also has the option of providing home delivery of meals. In such a scenario, after dropping residents at the lunch site, the driver would make home deliveries before returning to the lunch site to take seniors home.

Costs of Hosting a Lunch Site

Given the workload that City staff already has, an hourly program coordinator and driver would need to be hired. In the figures below, I assume the hourly cost of the coordinator and driver to be \$15 per hour each for five hours each day, and that the City would absorb the resident cost of 50 meals (25 on site and 25 for delivery).

- Kitchen renovation for Hot Meal Service = \$50,000 (One Time Cost)
- Five days per week, lunch only, 50 weeks per year = \$75,000 Annual (Daily Cost is \$300)
- One day per week, lunch only, 50 weeks per year = \$15,000 Annual (Daily Cost is \$300)
- Two days per month, lunch only = \$7,200 Annual (Daily Cost is \$300)

Cost-Saving Alternatives

- The City could partner with a church to host a meal site, and ask that the Church to provide the coordinator– this would bring the City's daily cost down from \$300 to \$225.
- The City could provide home delivery of meals from the site in North Brentwood. This would still require hiring a driver, although for fewer hours. If the City paid for the meals, this would likely cost about \$180 per day.
- The City could publicize the lunch site in North Brentwood and offer transportation there. This would require hiring a driver, which would cost about \$75 per day. If the participation was sustained, this could be rationale for hosting our own site in the future.



Hyattsville City Council Agenda Item Report

Meeting Date: January 9, 2017

Submitted by: Jake Rollow

Submitting Department: Community Services

Item Type: Legislative

Agenda Section: Discussion Items

SUBJECT

Americorps Vista Renewal Application

Motion #

Discussion Only, Scheduled for Action on 1/23/17

Recommendation:

I move that the Mayor and Council authorize staff to apply for an additional year of support from the Americorps Vista program.

Sponsor(s):

At the Request of the City Administrator

ATTACHMENTS

Summary Background:

The City is utilizing the Americorps VISTA program to host a full-time volunteer who coordinates workshops for new-immigrant parents at local public schools. The Americorps VISTA program awards their support on an annual basis for up to three years. The City's renewal application is due January 26.

Since September, the City's VISTA volunteer has coordinated and hosted nine workshops at elementary schools that serve Hyattsville residents on the topics of immigration, health, and computer use. Typically, 10-20 parents attend each workshop. The VISTA has also surveyed parents to determine their needs and interests.

In the year ahead, if the City's proposal is successful, a new VISTA volunteer would be placed with the City. In the 2017-2018 academic year he or she would continue to carry out workshops at the public elementary schools, and expand to the middle schools as well.

Next Steps:

Authorize staff to prepare and submit a renewal application.

Fiscal Impact:

\$7,500 (FY18)

City Administrator Comments:

Recommend Support.

Community Engagement:

This program is an excellent tool for community engagement, often reaching residents who are not familiar with the City of Hyattsville's government and services.

Strategic Goals:

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

Legal Review Required?

N/A

Main City Calendar: January 9 - 18, 2017

Weekly Program Offerings

Ageless Grace Senior Exercise Classes

Wednesdays, Thursdays and Fridays, 10:00 AM @ the City Administrative Building

Creative Minds

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

City Calendar: December 20, 2016 – January 9, 2017

Code Compliance Advisory Committee Meeting

January 11, 7:00 PM – 9:00 PM @ the City Administration Building

Movin' With The Mayor: iSadie Caribbean Dance Exercise

January 14, 2017, 12:00 PM - 1:00 PM @ City Municipal Building

This class is conducted by Island Fete Fitness. Comfortable exercise attire is appropriate.

Planning Committee Meeting

January 17, 2017, 7:30 PM - 9:30 PM

City Council Budget Work Session

January 18, 8:00 PM – 10:00 PM @ 3rd Floor Council Chambers