

City of Hyattsville

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



Agenda Regular Meeting

https://us06web.zoom.us/webinar/register/WN_yNM2CecxR7mJ3C3_YsaBig

Monday, October 6, 2025

7:00 PM

Virtual

CITY COUNCIL

Robert S. Croslin, Mayor

Joseph Solomon, Council President, Ward 5

Kareem Redmond, Council Vice President, Ward 3

Joanne Waszczak, Ward 1

Greg Barnes, Ward 1

Danny Schaible, Ward 2

Emily Strab, Ward 2

Gopi Dhokai, Ward 3

Edouard Haba, Ward 4

Michelle Lee, Ward 4

Kelson Nisbett, Ward 5

ADMINISTRATION

Tracey E. Douglas, City Administrator

Laura Reams, Deputy City Administrator

Nate Groenendyk, City Clerk, 301-985-5001, cityclerk@hyattsville.org

Welcome to the City of Hyattsville City Council Meeting!
Your participation at this public meeting is valued and appreciated.

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-You can now read the captions on your device and/or listen to the translation of the City Council meeting.

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- 1. Call to Order and Roll Call**
- 2. Pledge of Allegiance to the Flag**
- 3. Approval of Agenda**
- 4. Approval of Minutes**
 - 4.a. 2026-50 Approval of the Minutes**

I move the Mayor and Council approve the minutes of the following meetings:

- April 5, 2025 Council Meeting

- May 19, 2025 Council Meeting
- June 2, 2025 (12 PM meeting)
- June 2, 2025 (7 PM)
- July 21, 2025 Public Hearing
- July 21, 2025 Council Meeting
- August 4, 2025 Council Meeting
- September 15, 2025 Public Hearing
- September 15, 2025 Council Meeting

Sponsors: City Administrator

Department: City Clerk

Attachments: Minutes_Apr 5, May_19_2025_Minutes, June 2_2025_12 PM_Minutes, June 2_2025_7 PM_Minutes, Pub Hearing Minutes_July 21 2025, Minutes_July 21 2025, Minutes_August 4 2025, Minutes_September 15, 2025, Minutes Public Hearing_Sep 15

5. Public Comment (7:10 PM - 7:20 PM) Limit 2 minutes per speaker

6. City Administrator Update (7:20 PM - 7:40 PM)

7. Presentations (7:40 PM - 8:20 PM)

7.a. 2026-77 Audit Committee Presentation: FY23 Audit Report

For Presentation

Sponsors: City Administrator

Department: Administration

Attachments: Audit Committee Report on FY23 Audit Report and related Financial Statements (1), Audit Committee Presentation 10.6.25 (2)

8. Proclamations

8.a. 2026-68 Proclamation for Domestic Violence Awareness Month

I move the Mayor and Council adopt the proclamation celebrating October 2025 as Domestic Violence Awareness Month.

Sponsors: City Administrator

Department: Administration

Attachments: CM 1006 Domestic Violence Awareness Month 2025

8.b. 2026-69 Proclamation for National Disability Employment Awareness Month

I move the Mayor and Council adopt the proclamation celebrating October 2025 as National Disability Employment Awareness Month.

Sponsors: City Administrator

Department: Administration

Attachments: CM 1006 National Disability Employment Awareness Month 2025

8.c. 2026-70 Proclamation for Breast Cancer Awareness Month

I move the Mayor and Council adopt the proclamation celebrating October 2025 as Breast Cancer Awareness Month.

Sponsors: City Administrator

Department: Administration

Attachments: CM 1006 Breast Cancer Awareness Month 2025

8.d. 2026-71 Proclamation for National Code Compliance Month

I move the Mayor and Council adopt the proclamation celebrating October 2025 as National Code Compliance Month.

Sponsors: City Administrator

Department: Administration

Attachments: CM1006 National Code Compliance Month Proclamation

8.e. 2026-72 Proclamation for Indigenous People's Day

I move the Mayor and Council adopt the proclamation celebrating October 13, 2025 as Indigenous People's Day.

Sponsors: City Administrator

Department: Administration

Attachments: CM1006 Indigenous Peoples Day Proclamation

8.f. 2026-73 Proclamation for Economic Development Week

I move the Mayor and Council adopt the proclamation celebrating October 20, 2025 to October 24, 2025 as Economic Development Week.

Sponsors: City Administrator

Department: Administration

Attachments: CM 1006 Economic Development Week 2025

8.g. 2026-74 Proclamation Honoring the 10th Anniversary of the Hyattsville Zombie Run

I move the Mayor and Council adopt the proclamation honoring the 10th anniversary of the Hyattsville Zombie Run.

Sponsors: City Administrator

Department: Administration

Attachments: CM 1006 Zombie Run 10th Anniversary

9. Appointments

9.a. 2026-66 Appointments to the Code Compliance Committee

I move the Mayor and Council approve the reappointments of Jamie Bean (Ward 1) and Stacy Dennery (Ward 2) to the Code Compliance Committee for a term of two years, to end on October 6, 2027.

Sponsors: Gopi Dhokai, Councilmember

Department: City Clerk

Attachments: Jamie Bean Code redac_Redacted, Stacy Dennery W2 reappointment May 25 redac (1)

9.b. 2026-67 Appointment to the Planning Committee

I move the Mayor and Council approve the appointment of Audrey Johnson (Ward 5) to the Planning Committee for a term of two years, ending on October 6, 2027.

Sponsors: Greg Barnes, Councilmember, Kareem Redmond, Council Vice President, Danny Schaible, Councilmember

Department: City Clerk

Attachments: Audrey Johnson W5 Sept 2025 redac

9.c. 2026-78 Appointment to the Ethics Commission

I move the Mayor, with Council approval, appoint Octavia Clapp (Ward 3) to the Ethics Commission for a term of three (3) years to end on October 6, 2028.

Sponsors: Robert S. Croslin, Mayor

Department: City Clerk

Attachments: Octavia Clapp W-3 App 8.12.25 redac

10. Consent Items

Items listed on the Consent Agenda are considered routine in nature, and are approved in one motion. There will be no separate discussion of these items unless the Mayor/Council request specific items be removed from the Consent agenda for separate action.

10.a. 2026-64 Zoning Variance Request V-37-25 - 3119 Madison St, Hyattsville

I move the City Council authorize the Mayor to send a letter of support to the Board of Zoning Appeals for the subject property at 3119 Madison St, Hyattsville, application #V-37-25; granting relief from Prince George's County Zoning Code section 27-4202(e)(2) Residential, Single-Family-65 (RSF-65) Zone, to validate existing conditions of the 6,170 sf net lot area and Section 27-11002(a) Front Yards of Dwellings, for a waiver of the location of a 10'x25' parking area.

Sponsors: City Administrator

Department: Community, Business, and Economic Development

Attachments: 2025-15-09_Memo-V-37-25., City of Hyattsville Zoning Variance Policy Statement Variance Process_ENGLISH, V-37-25 Binder

10.b. 2026-80 Acceptance of Opioid Settlement Funds Perdue Sackler CL1734555

I move that the Mayor and Council authorize the City Administrator to enter into an agreement to accept settlement funds related to the Purdue Sackler opioid settlement.

Sponsors: City Administrator

Department: Administration

Attachments:

10.c. 2026-81 Acceptance of Opioid Settlement Funds Secondary Manufacturers Settlement CL1766105

I move that the Mayor and Council authorize the City Administrator to enter into an agreement to accept settlement funds related to the Secondary Manufacturers opioid settlement.

Sponsors: City Administrator

Department: Administration

Attachments:

11. Action Items (8:25 p.m. - 9:25 p.m.)

11.a. Hyattsville Charter Amendment Resolution 2025-01: Removing the Requirement that Council Meetings Start at 8:00 PM & Occur Twice Monthly

I move the Mayor and Council introduce and adopt Hyattsville Charter Amendment Resolution 2025-01, a Resolution amending the Charter to permit Council to meet based on the adoption of its calendar, remove the requirement that Council Meetings start at 8:00 p.m., and remove the requirement to meet twice a month and once a month on specific days in certain months (INTRODUCTION & ADOPTION).

Sponsors: City Administrator

Department: Administration

Attachments: 2025- 01 Charter Amendment Resolution_Meeting Time 5.1.25 .2,
Hyattsville Charter Amendment 2025-01_Presentation

11.b. 2026-79 Health Care, Prescription Drug, and Dental Care Rates for CY26

I move the Mayor and Council authorize the City to increase its flat rate contribution to employee health care premiums by 3% for calendar year 2026.

Sponsors: City Administrator

Department: Human Resources

Attachments:

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

13. Motion to Adjourn

City of Hyattsville

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4310 Gallatin Street, 3rd Floor
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(301) 985-5000
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Meeting Minutes

Saturday, April 5, 2025

10:30 AM

City Building - 2nd Floor

City Council

Robert S. Croslin, Mayor
Joseph Solomon, Council President, Ward 5
Joanne Waszczak, Council Vice President, Ward 1
Sam Denes, Ward 1
Danny Schaible, Ward 2
Emily Strab, Ward 2
Kareem Redmond, Ward 3
Edouard Haba, Ward 4
Michelle Lee, Ward 4
Rommel Sandino, Ward 5

ADMINISTRATION

Tracey E. Douglas, City Administrator
Nate Groenendyk, City Clerk, 301-985-5001, cityclerk@hyattsville.org

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

Present: Mayor Robert Croslin
Council President Joseph Solomon
Council Vice-President Joanne Waszczak
Councilmember Sam Denes
Councilmember Danny Schaible
Councilmember Emily Strab
Councilmember Kareem Redmond
Councilmember Michelle Lee
Councilmember Rommel Sandino

Absent: Councilmember Edouard Haba

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Meeting Notice:

The Hyattsville City Council will hold its meeting on Saturday, April 5, 2025 on the second floor of the City Municipal Building.

1. Call to Order and Council Roll Call

The meeting was called to order at 10:35 PM.

Also Present:

City Administrator Tracey Douglas

Deputy City Administrator Laura Reams

Director of Community Business and Economic Development Jeff Ulysse

City Treasurer Ron Brooks

Chief of Police Jarod Towers

Deputy Chief Laura Lanham

Director of Public Works Lesley Riddle

Deputy Director of Public Works Hal Metzler

Deputy Director of Public Works Priyanka Joshi

Executive Administrator of Public Works Dealon LaCroix

Director of Community Services Sandra Shephard

Deputy Director of Community Services Cheri Everhart

Director of Human Resources Jay Joyner

Human Resources Generalist Brenda Cruz

City Clerk Nate Groenendyk

Deputy City Clerk Quianna Taylor

Emergency Resources Manager Reginald Bagley

Race and Equity Officer Shakira Louimarre

Communications Manager Cindy Zork

2. Pledge of Allegiance to the Flag**3. Approval of Agenda**

A motion was made by Council President Solomon, seconded by Councilmember Strab, that this item was Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Lee, and Sandino

Absent: Haba

5. Public Comment (10:35 a.m. – 10:44 a.m.) Complete Speaker Card, Limit 2 minutes per speaker

Tatjana Hrubik-Vulanovic asked for more transparency in the budget regarding the debt services, bond sales, and liabilities.

Gopi Dhokai (Ward 3) urged the Council to leave funding for mental health programming for teens and the police department in the budget. She urged them to utilize utilization information before altering the programs.

8. Presentations

FY26 Departmental Budget Work Session[HCC-291-FY25](#)

For discussion

Sponsors: City Administrator

City Administrator Douglas gave an overview of the presentations before Councilmembers and members of the community went to staff tables to speak with directors and staff about budget priorities and proposed budget cuts.

A motion was made by Council President and seconded by CM Redmond to take a 30 minute recess for lunch and resume at 13:20.

A motion was made by Council President Solomon, seconded by Councilmember Redmond, that this item was Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Lee, and Sandino

Absent: Haba

Mayor Robert Croslin called for the resumption of the meeting at 12:34 PM.

12. Council Dialogue**14. Motion to Adjourn**

A motion was made by Councilmember Denes, seconded by Councilmember Lee, that this item was Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Lee, and Sandino

Absent: Haba

The meeting adjourned at 2:03 PM.

City of Hyattsville

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Meeting Minutes

Monday, May 19, 2025

7:00 PM

https://us06web.zoom.us/webinar/register/WN_aiLnXxq0RviwBWk_5CKXaA

City Council

Robert S. Croslin, Mayor
Joseph Solomon, Council President, Ward 5
Joanne Waszczak, Council Vice President, Ward 1
Sam Denes, Ward 1
Danny Schaible, Ward 2
Emily Strab, Ward 2
Kareem Redmond, Ward 3
Edouard Haba, Ward 4
Michelle Lee, Ward 4
Rommel Sandino, Ward 5

ADMINISTRATION

Tracey E. Douglas, City Administrator
Nate Groenendyk, City Clerk, 301-985-5001, cityclerk@hyattsville.org

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Council Vice-President Joanne Waszczak
Councilmember Sam Denes
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Councilmember Emily Strab
Councilmember Kareem Redmond
Councilmember Edouard Haba
Councilmember Michelle Lee
Councilmember Rommel Sandino

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Deputy City Administrator Laura Reams

Treasurer Ron Brooks

Chief of Police Jarod Towers

Deputy Chief of Police Laura Lanham

Director of Public Works Lesley Riddle

Director of Community Services Sandra Shephard

Director of Human Resources Jay Joyner

City Clerk Nate Groenendyk

Deputy City Clerk Quianna Taylor

Emergency Services Manager Reginald Bagley

Housing Manager David Cristeal

Present: Mayor Robert Croslin
Council President Joseph Solomon
Council Vice-President Joanne Waszczak
Councilmember Sam Denes
Councilmember Danny Schaible
Councilmember Emily Strab
Councilmember Kareem Redmond
Councilmember Michelle Lee
Councilmember Edouard Haba
Councilmember Rommel Sandino

2. Pledge of Allegiance to the Flag**3. Approval of Agenda**

The Clerks Office offered an amendment to remove agenda item 8.b.(Appointment of Janet Nackoney to the Hyattsville Environment Committee).

CM Haba made a motion, that was seconded by CM Denes, to move agenda item 9.a. (BJAG White Paper Proposal Grant) to the Action Agenda. The motion passed, unanimously.

A motion was made by Council President Solomon, seconded by Councilmember Strab, that this item was Approved as Amended. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Lee, Haba, and Sandino

4. Public Comment (7:10 p.m. – 7:20 p.m.) Complete Speaker Card, Limit 2 minutes per speaker

Will Seath (Ward 2) stated that he is looking forward to hearing the discussion about the purchase of the Werrlein lot at Driskell Park. He urged the Council to consider the purchase price versus the value of the property.

Greg Smith (Ward 1) inquired about the purchase of the Werrlein lot and questioned the purchase price versus the value of the property.

Tatjana Hrubik-Vulanovic advised that agenda item 10.c. (Purchase of Two Command Vehicles and One Vehicle for CIT Grant) did not indicate the source of funding, and agenda item 10.d. does not disclose the number of employees over time. She also inquired about funding sources for the purchase of the acquisition of the Werrlein lot.

Benjamin Serinsky spoke about the Jewish American Heritage Month Proclamation stating that he doesn't understand the purpose of the last "Whereas" statement as it politicizes the proclamation. He asked that it be removed.

Mr. Marshall (Ward 4) stated that he is opposed to traffic calming measures being implemented on the 4000 block of Nicholson Street citing that the data indicates there is no need. He also stated that he was offended by Mayor Hollingsworth being removed from the Audit committee, and recommended that the Jewish American Heritage Month proclamation be removed altogether citing difficulty in crafting the document. Lastly he expressed concern about the acquisition of the Werrlein property citing previous lawsuits, and told the Council that the property tax rates for homeowners need to be lowered.

Jessica Taylor (Ward 2) supports the Mt. Hermon Lodge redevelopment but has concerns about existing parking lot being turned into a residential area, citing an increase in traffic and safety concerns for the neighborhood children.

Melissa Schweisguth (Ward 5) commented on appointments to the Audit committee and inquired if residents from Wards 3, 4, and 5 applied. She also inquired if the City would withdraw the RFP for the park design if the Werrlein lot is purchased, and stated that she is disappointed there were not more cuts in the FY26 budget.

Todd Kliman (Ward 1) spoke about the Jewish American Heritage Month Proclamation citing that crafting it had been a long process and added that Mecklenburg County passed a similar proclamation. He asked that language about Gaza be removed from the proclamation and that the original document be passed.

Sean Carlson (Ward 1) is opposed to the purchase of the Werrlein property, calling it a bailout. He added that the tax payers should not be responsible for mistakes made by the developers.

Janet Griffin reinforced the sentiments of Jessica Taylor sentiments expressing concern about the lack of parking in that location citing concerns about parking and pedestrian safety.

Daniel Broder (Ward 2) is in favor of purchasing the Werrlein lot but asked that the City continue to negotiate the price. He also spoke about the Jewish American Heritage Month Proclamation advising that antisemitism does not include issuing a critique of Israel.

5. City Administrator Update (7:20 p.m - 7:40 p.m.)

City Administrator provided updates on City programming and events.

Chief Towers discussed the need for the specialized chairs used by dispatch and discussed grants to offset the costs. He also advised that he is still trying to negotiate a lower price on the chairs.

6. Presentations (7:40 p.m. - 8:10 p.m.)**6.a. Mt. Hermon Lodge Preliminary Plan of Subdivision 4-24033**[HCC-334-FY25](#)

Presentation Only

Sponsors: City Administrator

Attachments: [Consolidation Letter-4-24033](#)

[CIVP-4-24033](#)

[A-SOJ-4-24033](#)

[2025-05-19 Mt Hermon Lodge PPS 4-24036 Memo.ju.pdf](#)

David Cristeal introduced the proposed plan for the reuse of Mt. Hermon Lodge, located at 4207 Gallatin Street. Kayleigh Kulp (applicant), Nick Driban (traffic analyst), Sylvia Silverman (engineer) and Matthew Tedesco (attorney) gave an overview of the preliminary plan to redevelop the site into 8 loft apartments.

The Council discussed concerns about residential and commercial parking, community overcrowding, traffic impediments, and child safety. David Cristeal also discussed recommendations from staff and the Planning Committee, which include compliance with the Americans with Disabilities Act to ensure adequate parking for persons with disabilities, coordination of construction hours with the City to mitigate noise and traffic, additional exterior bike storage, and promotion of long term environmental sustainability.

7. Proclamations

A motion was made by Council Vice-President Waszczak, seconded by Council President Solomon, that this item was Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Lee, Haba, and Sandino

7.a. Proclamation of National Public Works Week[HCC-323-FY25](#)

I move that the Mayor and Council adopt a proclamation recognizing the week of May 18 through May 24, 2025, to be Public Works Week in the City of Hyattsville.

Sponsors: City Administrator

Attachments: [CM 0519 National Public Works Week 2025](#)

8. Appointments**8.a. Appointment to the Audit Committee**[HCC-338-FY25](#)

I move the Mayor and Council approve the appointments of Daniel Lange (Ward 2), Stanislaw Rzeknik (Ward 2), Nancy Hammond (Ward 2), and Glenn Robelen (Ward 2) to the Audit Committee for a term of two years to expire on May 19, 2027, and appoint Councilmember Emily Strab (Ward 2) and Councilmember Kareem Redmond (Ward 3) as Council Liaisons to the Audit Committee.

Sponsors: Strab and Redmond

Attachments: [Applications_Redacted.pdf](#)

A motion was made by Council Vice-President Waszczak, seconded by Council President Solomon, that this agenda item be Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Schaible, Strab, Redmond, Lee, and Sandino

Nay: Denes

Abstain: Haba

8.b. Appointment to the Hyattsville Environment Committee (REMOVED FROM AGENDA) [HCC-342-FY25](#)

I move that the Mayor and Council approve the re-appointment of Janet Nackoney (Ward 2) to the Hyattsville Environment Committee for a term of two (2) years to expire May 19, 2027.

Sponsors: Haba and Schaible

Attachments: [Janet Nackoney W2 reappoint 5.19.25 redac \(1\)](#)

9. Consent Items (8:10 p.m. - 8:15 p.m.)

Items listed on the Consent Agenda are considered routine in nature, and are approved in one motion. There will be no separate discussion of these items unless the Mayor/Council request specific items be removed from the Consent agenda for separate action.

A motion was made by Council President Solomon, seconded by Councilmember Redmond, that the Consent Agenda was approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Lee, Haba, and Sandino

9.b. Amendment to Audit Committee Worksheet[HCC-332-FY25](#)

I move the Mayor and Council amend the Audit Committee Worksheet to add two additional seats on the committee, with a maximum committee membership of seven.

Sponsors: Strab, Redmond and Solomon

Attachments: [Committee Worksheet_Audit Committee_Amended.pdf](#)

9.c. Traffic Calming Petition Recommendations for 4000 Block Nicholson Street [HCC-335-FY25](#)

I move that the Mayor and Council accept the staff recommendation to designate the 4000 block of Nicholson Street as a yield street.

Sponsors: City Administrator

Attachments: [Traffic Calming Petition - Nicholson Staff Recommendation UPDATE 20250507](#)
[230908 - Final - Hyattsville Multimodal Toolkit - Yield Street p47-48](#)

9.d. FY25 Budget Amendment: Special Revenues Budget and Appropriations of Unencumbered FY24 Grant Funds [HCC-340-FY25](#)

I move that the Mayor and Council amend the FY25 Special Revenues Budget to appropriate prior year unencumbered DOJ/COPS Community Policing Development (CPD) Crisis Intervention Teams (CIT) grant funds in the amount of \$230,000 to support the Hyattsville Police Department Joint CIT Mobile Crisis Program.

Sponsors: City Administrator

9.e. Acceptance of the Certified Results for the 2025 Biennial Election [HCC-341-FY25](#)

I move that the Mayor and Council accept the certified election results from the Board of Supervisors of Elections for the 2025 Biennial Election held on Tuesday, May 13, 2025. This certification is provided for under Section C4-11 of the Hyattsville City Charter.

Sponsors: City Administrator

Attachments: [Certified Return Sheet 2025 .pdf](#)

9.f. Council Meeting Schedule Change [HCC-345-FY25](#)

I move the Mayor and Council approve the rescheduling of the July Council Meeting from July 14, 2025 to July 21, 2025.

Sponsors: City Administrator

10. Action Items (8:15 p.m. - 9:30 p.m.)

9.a. FY25 Budget Amendment - Accept SFY25 BJAG White Paper Proposal Grant Award [HCC-331-FY25](#)

I move the Mayor and Council amend the FY25 budget to accept and appropriate the SFY25 BJAG White Paper Proposal Grant Award from the Governor's Office of Crime Control and Prevention (GOCCP) in the amount of \$12,798.00 for the purchase of six (6) chairs in the new Communications Department of the Police and Public Safety Building.

Sponsors: City Administrator

Chief Towers gave an overview of the grants which will be utilized to purchase office equipment and chairs for dispatch employees.

A motion was made by Council President Solomon, seconded by Councilmember Haba, that this agenda item be Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Lee, Haba, and Sandino

10.a. Hyattsville Ordinance 2025-02: Parking Violation Fine Increase (Introduction and First Reading) [HCC-337-FY25](#)

I move the Mayor and Council introduce Hyattsville Ordinance 2025-02, an ordinance whereby the City Council amends the City Code to increase the fine for parking unlawfully in a handicapped parking space (INTRODUCTION & FIRST READING).

Sponsors: Denes, Haba and Waszczak

Attachments: [2025-02 Handicapped Parking Fine Increase Ordinance Draft 5.1.25 4916-2205-3949 v.3](#)

A motion was made by Council President Solomon, seconded by Councilmember Denes, that this agenda item be Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Lee, Haba, and Sandino

10.b. Proclamation Recognizing Jewish American Heritage Month[HCC-344-FY25](#)

I move that Mayor and Council adopt a proclamation to declare May 2025 as Jewish American Heritage Month in the City of Hyattsville.

Sponsors: Solomon, Waszczak, Strab, Schaible and Haba

Attachments: [CM 0505 Jewish-American Heritage 2025 - Revised](#)

The Council discussed changes to the language in the proclamation, which include the last "Whereas" clause (which discussed anti-Semitism), the need for a "Therefore Be It Resolved" clause, and the addition of a definition of anti-Semitism to the proclamation.

A motion was made by CM Schaible, and seconded by Council President Solomon, to remove the last "Whereas" statement.

Yes: Croslin, Solomon, Schaible, Strab, Redmond, Haba, Lee, Sandino/No: Waszczak/Abstain: Denes

A motion was made by CM Schaible, and seconded by CM Strab, to add a definition of anti-Semitism to the proclamation. The motion was approved unanimously.

A motion was made by Council President Solomon, and seconded by CM Strab to add a "Therefore Be It Resolved" statement to the proclamation. The motion was approved unanimously.

A motion was made by Council President Solomon, seconded by Councilmember Redmond, that this agenda item be Approved as Amended. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Lee, Haba, and Sandino

10.c. Purchase of Two (2) Command Vehicles and One (1) Vehicle for CIT Grant[HCC-333-FY25](#)

I move the Mayor and Council authorize the purchase of three (3) vehicles from Apple Ford not to exceed a total amount of \$144,627.

Sponsors: City Administrator

Attachments: [Ford Explorer Request Memo- CIT Grant \(Council\)](#)
[Ford Explorer Request Memo- Command \(Council\)](#)

Staff and the Council discussed the sources of funding that would be used for this purchase (grants and capital improvement funding) and the need for fleet analysis and a vehicle lifetime replacement policy to better plan for vehicle purchases.

A motion was made by Council President Solomon, seconded by Councilmember Redmond, that this agenda item be Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Lee, Haba, and Sandino

10.d. Hyattsville Ordinance 2025-03: Fiscal Year 2026 Budget (Introduction & First Reading)[HCC-339-FY25](#)

I move the Mayor and Council introduce Hyattsville Ordinance 2025-03, an ordinance adopting an annual budget for the Fiscal Year July 1, 2025, through June 30, 2026, for the general purpose, fixing the tax rates for the Fiscal Year beginning July 1, 2025; authorizing collection of taxes herein levied, and appropriating funds for the fiscal year (INTRODUCTION AND FIRST READING).

Sponsors: City Administrator

Attachments: [2025.05.19 Hyattsville Ordinance 2025-03 Fiscal Year 2026 Budget University Town Center Special Tax Report \(2025\).pdf](#)

City Treasurer Ron Brooks gave an overview of the FY26 budget.

A motion was made by Council President Solomon, seconded by Councilmember Haba, that this agenda item be Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Lee, Haba, and Sandino

11. Discussion Items (9:30 p.m. - 10:00 p.m.)**11.a. Acquisition of Property from Werrlein WSSC, LLC: Lower Lot, Suffrage Point**[HCC-343-FY25](#)

Council Discussion

Sponsors: City Administrator

Attachments: [Werrlein Agreement of Sale Presentation FINAL](#)

City Administrator Tracey Douglas and Treasurer Ron Brooks gave an overview and a background of the potential acquisition of the Werrlein Property that is adjacent to Driskell Park, including ongoing negotiations about the price.

The Council discussed the retirement and accrual of City debt, the current status of debt services, and possibilities to leverage this opportunity to improve the quality of the Chesapeake Bay Watershed and encourage increased stormwater mitigation. Council members Denes and Haba expressed concerns about continuing to incur high debt. Mayor Croslin advised that the State is giving the City of Hyattsville a reimbursement for \$3.5 million dollars which will help offset the cost of the property. Council Member Strab discussed the need for a thorough valuation of the property prior to a purchase .

12. Council Dialogue (10:00 p.m. - 10:10 p.m.)**13. Motion to Adjourn**

The meeting adjourned at 11:31 PM.

A motion was made by Council President Solomon, seconded by Councilmember Denes, that this item was Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Lee, Haba, and Sandino

City of Hyattsville

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



Meeting Minutes

Monday, June 2, 2025

12:00 PM

https://us06web.zoom.us/webinar/register/WN_hx4-j2uBS5SNAESa2vZzLg

Virtual

City Council

Robert S. Croslin, Mayor
Joseph Solomon, Council President, Ward 5
Joanne Waszczak, Council Vice President, Ward 1
Sam Denes Ward 1
Danny Schaible, Ward 2
Emily Strab, Ward 2
Kareem Redmond, Ward 3
Edouard Haba, Ward 4
Michelle Lee, Ward 4
Rommel Sandino, Ward 5

ADMINISTRATION

Tracey E. Douglas, City Administrator
Nate Groenendyk, City Clerk, 301-985-5001, cityclerk@hyattsville.org

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

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

PUBLIC INPUT: If you wish to address the Council during the Public Comment period, please use the "Raise Hand" feature in the virtual meeting interface. Participants may also submit statements electronically via email to cityclerk@hyattsville.org no later than two (2) hours prior to the start of the meeting. Submitted electronic statements will be sent to Councilmembers prior to the meeting and will not be read aloud. All participants shall remain respectful in their contributions and associated functions of the virtual meeting interface are not intended for public dialogue or discussion.

WAYS TO WATCH THE MEETING 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 (Verizon) daily at 7:00 a.m., 1 p.m., and 8 p.m. Meetings are also able for replay online at www.hyattsville.org/meetings.

CITY INFORMATION: Sign up to receive text and email notifications about Hyattsville events, government, police and programs at www.hyattsville.org/list.aspx

INCLEMENT WEATHER: In the event of inclement weather, please call 301-985-5000 to confirm the status of the Council meeting.

Meeting Notice:

The Hyattsville City Council will hold its meeting on Monday, June 2, 2025 remotely via video conference. The Council meeting will be conducted entirely remotely; there will be no in-person meeting attendance.

The meeting will be broadcast live on cable television channel 71 (Comcast), channel 12 (Verizon), and available via live stream at www.hyattsville.org/meetings.

LANGUAGE TRANSLATION AND CLOSED CAPTIONING: The City of Hyattsville offers translation and closed captioning in over 50 languages for City Council Meetings via the Wordly platform.

Follow the directions below to access the service:

-Go to: <https://attend.wordly.ai/join/RAVY-6886>

-Ensure the Session ID RAVY-6886 is displayed.

-Select Your Choice of Language and click on the "Attend" button.

-You can now read the captions on your device and/or listen to the translation of the City Council meeting.

If you have any questions or concerns, please contact info@hyattsville.org.

PUBLIC PARTICIPATION:

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Members of the public who wish to comment during the virtual Council meeting must register in advance using the link below.

https://us06web.zoom.us/webinar/register/WN_hx4-j2uBS5SNAESa2vZzLg

1. Call to Order and Council Roll Call

The meeting was called to order at 12:02 PM.

Also Present:

City Administrator Tracey Douglas

Deputy City Administrator Laura Reams

City Treasurer Ron Brooks

Chief of Police Jarod Towers

Director of Public Works Lesley Riddle

Deputy Director of Public Works Hal Metzler

Deputy Director of Public Works Priyanka Joshi

Director of Community Services Sandra Shephard

Director of Human Resources Jay Joyner

City Clerk Nate Groenendyk

Deputy City Clerk Quianna Taylor

ARPA Funds Manager Patrick Paschall

Emergency Services Manager Reginald Bagley

Department of Public Works Executive Administrator Dealon La Croix

Present: Mayor Robert Croslin
Council President Joseph Solomon
Council Vice-President Joanne Waszczak
Councilmember Sam Denes
Councilmember Danny Schaible
Councilmember Emily Strab
Councilmember Kareem Redmond
Councilmember Edouard Haba
Councilmember Michelle Lee
Councilmember Rommel Sandino

2. Pledge of Allegiance to the Flag**3. Moment of Silence for Pat Smith****4. Approval of Agenda**

A motion was made by Council President Solomon, seconded by Councilmember Strab, that this item was Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Haba, Lee, and Sandino

5. Approval of the Minutes

A motion was made by Council Vice-President Waszczak, seconded by Councilmember Strab, that this item was Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Haba, Lee, and Sandino

5.a. Approval of the Minutes

[HCC-352-FY25](#)

I move that the Mayor and Council approve the Council Meeting Minutes of March 3, 2025, March 17, 2025, March 24, 2025, April 2, 2025, April 7, 2025, April 21, 2025, May 5, 2025, and Public Hearing Minutes of May 5, 2025.

Sponsors: City Administrator

Attachments: [Minutes Mar 3](#)
[Minutes Mar 17 2025](#)
[Minutes Mar 24 2025](#)
[Minutes Apr 2](#)
[Minutes Apr 7](#)
[Minutes Apr 21](#)
[Minutes May 5](#)
[Minutes Pub Hearing Agenda May 5](#)

6. Public Comment (12:10 p.m. – 12:20 p.m.) Complete Speaker Card, Limit 2 minutes per speaker

Daniel Broder supports the purchase of the Werrlein lot but asks that the Council continue to advocate for a lower purchase price. He also thanked election officials and staff for their hard work, and advocated for Hyattsville to adopt ranked choice voting.

Irene Marsh (Ward 1) stated support for the purchase of the Werrlein lot and asks that the Council negotiate a lower price.

Kurt Britzenhofe (Ward 5) stated his support for the purchase of the Werrlein lot.

Daniel Muth stated his support for the purchase of the Werrlein lot but asked the Council to proceed with caution.

Greg Smith thanked the Council for previous negotiations for the purchase of the Werrlein lot and asked for continued negotiations, citing damage to the land and the implications to the stormwater system. He also stated that he would like to see the land restored for public use.

Mr. Marshall (Ward 4) is opposed to ranked choice voting and acquiring the Werrlein property. He also thanked exiting Councilmembers for their service.

7. Proclamations

A motion was made by Council Vice-President Waszczak, seconded by Council President Solomon, that this was Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Haba, Lee, and Sandino

Abstain: Denes

7.a. Proclamation Honoring Rommel Sandino

[HCC-353-FY25](#)

I move that the Mayor and Council adopt a proclamation honoring Rommel Sandino for his years of service and dedication to the City of Hyattsville as a Ward 5 Councilmember.

Sponsors: City Administrator

Attachments: [CM 0602 Honoring Councilmember Rommel Sandino](#)

7.b. Proclamation Honoring Sam Denes

[HCC-354-FY25](#)

I move that the Mayor and Council adopt a proclamation honoring Sam Denes for his years of service and dedication to the City of Hyattsville as a Ward 1 Councilmember.

Sponsors: City Administrator

Attachments: [CM 0603 Honoring Councilmember Sam Denes](#)

7.c. Proclamation Honoring Jimmy McClellan

[HCC-357-FY25](#)

I move that the Mayor and Council adopt a proclamation honoring Jimmy McClellan for his years of service and dedication to the City of Hyattsville as a Ward 3 Councilmember.

Sponsors: City Administrator

Attachments: [CM 0603 Honoring Councilmember Jimmy McClellan](#)

8. Appointments

A motion was made by Council Vice-President Waszczak, seconded by Council President Solomon, that this item was Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Haba, Lee, and Sandino

8.a. Appointment to the Audit Committee

[HCC-356-FY25](#)

I move the Mayor and Council approve the appointments of Jen Kubit (Ward 4), Colin Eustis (Ward 4), and Daniel Amador (Ward 5), to the Audit Committee for a term of two years to expire on June 2, 2027.

Sponsors: City Administrator

Attachments: [Audit Committee Applications Redac.pdf](#)

9. Consent Items (12:20 p.m. - 12:25 p.m.)

Items listed on the Consent Agenda are considered routine in nature, and are approved in one motion. There will be no separate discussion of these items unless the Mayor/Council request specific items be removed from the Consent agenda for separate action.

A motion was made by Council President Solomon, seconded by Councilmember Strab, that the Consent Agenda be Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Haba, Lee, and Sandino

9.a. Disbursement of Ward 1 Discretionary Funds[**HCC-346-FY25**](#)

I move that the Mayor and Council approve the disbursement of Ward 1 discretionary funds in the amount of \$500 to Arrow Bicycles for the purchase of bicycle helmets and locks for distribution at the Hyattsville Bike Rodeo.

Sponsors: Denes and Waszczak

9.b. Disbursement of Ward 2 Discretionary Funds[**HCC-371-FY25**](#)

I move that the Mayor and Council approve the disbursement of Ward 2 discretionary funds in the amount of \$750 to Hyattsville Aging in Place.

Sponsors: Schaible and Strab

9.c. Disbursement of Ward 4 Discretionary Funds[**HCC-350-FY25**](#)

I move that the Mayor and Council authorize the disbursement of Ward 4 discretionary funds in the amounts of \$148.87 to Councilmember Lee as reimbursement for voter outreach activities, \$1,392.42 to Councilmember Haba for Ward 4 Community Day, \$300 to the Edward Felegy Elementary School PTA, and \$200 to Hyattsville Aging in Place.

Sponsors: Lee and Haba

Attachments:

9.d. Disbursement of Ward 5 Discretionary Funds[**HCC-368-FY25**](#)

I move that the Mayor and Council approve the disbursement Ward 5 discretionary funds in the amounts of \$250 to Council President Solomon for the upcoming Ward 5 Community Meeting, \$250 to Meron Kassahun Favors for the Alpha Ridge block party, and \$250 to Hyattsville Aging in Place.

Sponsors: Solomon and Sandino

- 9.e. Grant Application to the State of Maryland, Department of Housing and Community Development (MD-DHCD) - State Revitalization Program (SRP) - National Capital Strategy Economic Development Fund (NCSED) [HCC-349-FY25](#)

Sponsors: City Administrator

Attachments: [Memo MD DHCD SRP Grant Application May 2025](#)
[SRP Grant App Support Letter 9% May 2025](#)
[SRP Grant App Support Letter 4% May 2025](#)

- 9.f. **Award of Contract for FY26 Tutoring and Mentoring Services** [HCC-355-FY25](#)

I move that the Mayor and Council authorize the City Administrator to enter into a one-year contract with Northstar Tutoring to provide Tutoring and Mentoring Services for the City's children and youth for an amount not to exceed \$80,000. The Contract is subject to approval by the City Attorney for legal sufficiency.

Sponsors: City Administrator

Attachments: [Response to RFP19052025 Northstar Tutoring](#)

10. **Action Items (12:25 p.m. - 1:45 p.m.)**

10.a Mt. Hermon Lodge Preliminary Plan of Subdivision 4-24033[HCC-373-FY25](#)

I move that the Council authorize the Mayor to provide verbal and/or written testimony to the Prince George's County Planning Board in **support** of the application entitled Mt. Hermon Lodge, a Preliminary Plan of Subdivision case # 4-24033 and Certificate of Adequacy case #-2024-065..endsubject to the following conditions:

1. Prior to any formal consideration by the Planning Board and before the issuance of any construction permits for Phase II, the City of Hyattsville formally requests a and reserves the right to provide input on the scope, design, and potential impacts of Phase II and that said input be considered as part of the regulatory review process.
2. To ensure compliance with the Americans with Disabilities Act (ADA) the City requests that the applicant clarify the number ADA parking spaces being provided and identify the location of said spaces.
3. During the construction phase, the applicant shall coordinate with the City of Hyattsville as it relates to staging and hours of operation to mitigate noise, traffic and other concerns.
4. The City of Hyattsville recommends the addition of outdoor bike storage for the proposed project by the applicant, given the property's proximity to the existing town center and public park. Outdoor bicycle storage on the exterior of the building would accommodate patrons of the proposed commercial use. Installation of the inverted-U racks or similar design would be preferred.
5. To promote long-term environmental sustainability and resource efficiency we encourage the applicant to integrate sustainable features to the final design.

Considerations:

1. Page 245 of TDDP notes that "Works of art, architectural enhancements and special landscape treatments should be located in areas where residents and visitors live, work, or congregated and should be highly visible and accessible." Therefore, the applicant should consider the addition of an outdoor public art feature to further enhance the public street scape.

Note: The applicant will need a permit from City of Hyattsville prior to work in Gallatin St., 43rd Ave and Farragut Street.

Sponsors: City Administrator

Attachments: [2025-05-19 Mt Hermon Lodge PPS 4-24036 Memo.ju.pdf](#)
[Consolidation Letter-4-24033](#)
[CIVP-4-24033](#)
[A-SOJ-4-24033](#)
[20250521 BPIS for Mt Hermon Lodge](#)

Community Business & Economic Development Director Jeff Ulysse gave an overview of the subdivision project and the request for the letter of support.

The Council and staff discussed phase two of the project, the capacity analysis for the proposed use, and parking plans. CM Haba requested that the motion be amended to allow the Mayor or his appointed designee to provide verbal and/or written testimony to the Prince George's County Planning Board in support of the application entitled Mt. Hermon Lodge.

A motion was made by Council President Solomon, seconded by Councilmember Denes, that this

agenda item be Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Haba, Lee, and Sandino

10.b. ARPA Budget Adjustments

[HCC-367-FY25](#)

I move that the Mayor and Council approve the reallocation of American Rescue Plan Act Funds to the projects and amounts listed in Exhibit A, which reflects adjustments to 7 project budgets and moves \$219,000 from previously planned projects to FY25 General Fund Salaries.

Sponsors: City Administrator

Attachments: [ARPA Update Presentation 05.30.2025.pptx](#)

ARPA Funds Manager Patrick Paschall provided an update and summary of the adjustments in the motion, and provided an overview of ARPA funded projects. He also discussed the administrative processes used to verify eligibility requirements that necessitated the need to shift funding. The Council discussed further administrative requirements, and potential implications to future audits.

A motion was made by Council President Solomon, seconded by Councilmember Haba, that this agenda item be Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Haba, Lee, and Sandino

10.c. Acquisition of Property from Werrlein WSSC, LLC: Lower Lot, Suffrage Point[HCC-370-FY25](#)

I move the Mayor and Council authorize the City Administrator to enter into a sales agreement with Werrlein WSSC, LLC for the purchase of "outparcel 1" otherwise known as the Lower Lot, for an amount not to exceed \$6.5 million. The sales agreement will be subject to the below listed conditions and the review and approval by the City Attorney for legal sufficiency.

The sales agreement shall include the following conditions:

- The City's obtainment of the \$3.5M Greenspace Equity Program Grant to support the City's purchase of the property.
- The City's obtainment of two property appraisals.
- Authorization by Werrlein WSSC, LLC for the City to conduct a site survey, evaluation, and soil/core testing during the study period.
- The City will not pay closing costs for the property owner.
- Werrlein WSSC, LLC will complete the following site work prior to the sale:
 - o Installation of the connecting storm drain, stormwater management piping system
 - o Removal of the temporary stormwater sediment trap
 - o ~~Excavation, removal and disposal of dirt/soil~~ (This item was removed during the reading of the motion)
 - o Removal of the temporary berm between the lot and the park
 - o Grading, seeding, straw and stabilization of the lot.
 - o Work must be completed in compliance with all issued permits

Sponsors: City Administrator

City Administrator Tracey Douglas gave a status update of the Werrlein property purchase negotiations and advised The Council of the current terms of the agreement. The Council and staff discussed permits needed to complete the pre-sale terms, financing options, factors included in calculating the purchase price, the timeline for receiving the grant from the State of Maryland, the debt payment schedule, and the necessity of passing the motion at this meeting. Mike Sudsina, The City's financial advisor provided information about the acquisition and repayment of debt and Karl Granzow, the representative from Werrlein advised about the property cost factors. CM Denes expressed concerns about passing the motion at this time and asked if it could be delayed and considered later by the new Council.

A motion was made by CM Denes, and seconded by CM Schaible, to table the motion for a later meeting.
Yes: Denes, Schaible, Strab / No: Solomon, Waszczak, Redmond, Haba, Lee, Sandino, Croslin

The motion did not pass.

A motion was made by Council President Solomon, seconded by Councilmember Haba, that this agenda item be Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Strab, Redmond, Lee, Sandino

Nay: Denes

Abstain: Schaible, and Haba

10.d. Hyattsville Ordinance 2025-03: Fiscal Year 2026 Budget (Second Reading and Adoption)[HCC-358-FY25](#)

I move the Mayor and Council adopt Hyattsville Ordinance 2025-03, an ordinance adopting an annual budget for the Fiscal Year July 1, 2025, through June 30, 2026, for the general purpose, fixing the tax rates for the Fiscal Year beginning July 1, 2025; authorizing collection of taxes herein levied, and appropriating funds for the fiscal year (SECOND READING & ADOPTION).

Sponsors: City Administrator

Attachments: [University Town Center Special Tax Report \(2025\).pdf](#)
[10-Year Financial Forecast - Report 2025 \(1\).pdf](#)
[2025.05.19 Hyattsville Ordinance 2025-03 Fiscal Year 2026 Budget.pdf](#)

A motion was made by Council President Solomon, seconded by Councilmember Haba, that this agenda item be Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Haba, Lee, Sandino

11. Council Dialogue (1:45 p.m. - 1:55 p.m.)**12. Motion to Adjourn Sine Die**

The meeting adjourned at 2:04 PM.

A motion was made by Councilmember Lee, seconded by Council Vice-President Waszczak, that this item was Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Denes, Schaible, Strab, Redmond, Haba, Lee, Sandino

City of Hyattsville

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Meeting Minutes

Monday, June 2, 2025

7:00 PM

https://us06web.zoom.us/webinar/register/WN_g-Qqhq_hTOCJkZWe5KgkqA

Virtual

City Council

Robert S. Croslin, Mayor
Joseph Solomon, Council President, Ward 5
Joanne Waszczak, Council Vice President, Ward 1
Greg Barnes, Ward 1
Danny Schaible, Ward 2
Emily Strab, Ward 2
Kareem Redmond, Ward 3
Gopi Dhokai, Ward 3
Edouard Haba, Ward 4
Michelle Lee, Ward 4
Kelson Nisbett, Ward 5

ADMINISTRATION

Tracey E. Douglas, City Administrator
Nate Groenendyk, City Clerk, 301-985-5001, cityclerk@hyattsville.org

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

Present: Mayor Robert Croslin
Council President Joseph Solomon
Council Vice-President Joanne Waszczak
Councilmember Danny Schaible
Councilmember Kareem Redmond
Councilmember Michelle Lee
Councilmember Edouard Haba
Councilmember Michelle Lee
Councilmember Gopi Dhokai
Councilmember Greg Barnes
Councilmember Kelson Nisbett

AGENDA/PACKET: The Agenda/Packet is available for review at the Hyattsville Municipal Building and online at www.hyattsville.org prior to 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 DISABILITY 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) 985-5001. 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.

PUBLIC INPUT: If you wish to address the Council during the Public Comment period, please use the "Raise Hand" feature in the virtual meeting interface. Participants may also submit statements electronically via email to cityclerk@hyattsville.org no later than two (2) hours prior to the start of the meeting. Submitted electronic statements will be sent to Councilmembers prior to the meeting and will not be read aloud. All participants shall remain respectful in their contributions and associated functions of the virtual meeting interface are not intended for public dialogue or discussion.

WAYS TO WATCH THE MEETING 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 (Verizon) daily at 7:00 a.m., 1 p.m., and 8 p.m. Meetings are also able for replay online at www.hyattsville.org/meetings.

CITY INFORMATION: Sign up to receive text and email notifications about Hyattsville events, government, police and programs at www.hyattsville.org/list.aspx

INCLEMENT WEATHER: In the event of inclement weather, please call 301-985-5000 to confirm the status of the Council meeting.

Meeting Notice:

The Hyattsville City Council will hold its meeting on Monday, June 2, 2025 remotely via video conference. The Council meeting will be conducted entirely remotely; there will be no in-person meeting attendance.

The meeting will be broadcast live on cable television channel 71 (Comcast), channel 12 (Verizon), and available via live stream at www.hyattsville.org/meetings.

LANGUAGE TRANSLATION AND CLOSED CAPTIONING: The City of Hyattsville offers translation and closed captioning in over 50 languages for City Council Meetings via the Wordly platform.

Follow the directions below to access the service:

-Go to: <https://attend.wordly.ai/join/RAVY-6886>

-Ensure the Session ID RAVY-6886 is displayed.

-Select Your Choice of Language and click on the "Attend" button.

-You can now read the captions on your device and/or listen to the translation of the City Council meeting.

If you have any questions or concerns, please contact info@hyattsville.org.

PUBLIC PARTICIPATION:

If you wish to address the Council during the Public Comment period, please use the "Raise Hand" feature in the virtual meeting interface. Participants may also submit statements electronically via email to cityclerk@hyattsville.org no later than two (2) hours prior to the start of the meeting. Submitted electronic statements will be sent to Councilmembers prior to the meeting and included in the official meeting record. Electronically submitted statements will not be read aloud. All participants shall remain respectful in their contributions and associated functions of the virtual meeting interface are not intended for public dialogue or discussion.

Members of the public who wish to comment during the virtual Council meeting must register in advance using the link below.

https://us06web.zoom.us/webinar/register/WN_g-Qqhq_hTOCJkZWe5KgkqA

1. Call to Order and Council Roll Call

The meeting was called to order at 7:04 PM.

Also Present:

City Administrator Tracey Douglas

Deputy City Administrator Laura Reams

City Treasurer Ron Brooks

Chief of Police Jarod Towers

Deputy Chief of Police Laura Lanham

Director of Public Works Lesley Riddle

Deputy Director of Public Works Hal Metzler

Director of Public Works Executive Administrator Dealon LaCroix

Director of Community Services Sandra Shephard

Director of Human Resources Jay Joyner

City Clerk Nate Groenendyk

Deputy City Clerk Quianna Taylor

Emergency Services Manager Reginald Bagley

2. Pledge of Allegiance to the Flag**3. Approval of Agenda**

A motion was made by Councilmember Lee, seconded by Council President Solomon, that this item was Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Barnes, Schaible, Strab, Redmond, Dhokai, Haba, Lee, and Nisbett

4. Public Comment (7:10 p.m. – 7:20 p.m.) Complete Speaker Card, Limit 2 minutes per speaker

Melissa Schweisguth (Ward 5) wanted the Council to take note of the zoning changes in the revised sector plan and asked what the impact to the community will be. She also stated her support for the conversion to LED Streetlights and asked that the City get a competitive bid for dark sky compliant lighting.

Mr. Marshall (Ward 4) welcomed new Councilmembers and described the impacts redistricting has had on the voting patterns of his household.

Kurt Britzenhofe echoed comments made by Melissa Schweisguth about the streetlight conversion. He also shared concerns about the rising costs of housing in Hyattsville.

Pat Padua lives in an unincorporated area of Ward 3 and expressed concerns about the proposed rezoning in the sector plan advising that it would annex his Avondale Grove into Hyattsville. He advised that as a resident of Avondale Grove, he is opposed to this and asked why their residents were not consulted.

Rocelle Durant, a resident of Avondale Terrace/North Woodridge, echoed the sentiments of Pat Padua, advising that their community does not want to be annexed into the City of Hyattsville.

Council President Solomon informed Mr. Padua and Ms. Durant that the City of Hyattsville does not oversee the development of the sector plan and recommended that they contact Councilmember Wanika Fisher.

5. City Administrator Update (7:20 p.m - 7:40 p.m.)

The City Administrator provided updates on City events and programming.

Chief Towers gave an update about victims services provided by CAFY (Community Advocates for Family & Youth) and provided stats from the past year.

The Council and staff also discussed upcoming traffic safety community meetings.

6. Presentations (7:40 p.m. - 8:20 p.m.)

6.a. Briefing: Staff Draft III West Hyattsville-Queens Chapel Sector Plan and SMA[HCC-336-FY25](#)

For Presentation.

Sponsors: City Administrator

Attachments: [WHQC City of Hyattsville City Council Staff PowerPoint 2025.06.02](#)

Director of Community Business and Economic Development Jeff Ulysse introduced Thomas Lester, Justin Thornton, and Tony Felts from the Prince George's County Planning Office who provided an overview of the updates made to the sector plan.

The Council and staff discussed the new policy for accessory dwelling units (ADU's), removal of bike lanes, the conversion of arterial roads to the current multimodal standards, anti-displacement measures, the reclassification of the Washington Gas Light Co. property, and impacts of e-bikes and motorized scooters on traffic.

6.b. Streetlight Ownership Conversion Update[HCC-360-FY25](#)

Presentation

Sponsors: City Administrator

Attachments: [Presentation_StreetLightConversin.pdf](#)

Director of Public Works Lesley Riddle and Deputy Director Hal Metzler introduced Jason Tanko who gave an overview of the streetlight rate update project, which allows municipalities to acquire streetlights from their local utility PEPCO.

The Council and staff discussed operating costs, lights maintenance, potential increases in PEPCO bills, funding sources, and project management.

7. Proclamations

A motion was made by Council Vice-President Waszczak, seconded by Councilmember Redmond, that this item was Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Barnes, Schaible, Strab, Redmond, Dhokai, Haba, Lee, and Nisbett

7.a. Proclamation in Celebration of June 2025 as LGBTQIA+ Pride Month[HCC-361-FY25](#)

I move that the Mayor and Council adopt a proclamation recognizing and honoring June, 2025 as LGBTQIA+ Pride Month.

Sponsors: City Administrator

Attachments: [CM 0602 LGBTQIA+ Pride Month 2025](#)

7.b. Proclamation in Celebration of June 2025 as Caribbean-American Heritage Month [HCC-363-FY25](#)

I move the Mayor and Council adopt a proclamation recognizing and honoring June as Caribbean-American Heritage Month.

Sponsors: City Administrator

Attachments: [CM 0602 Caribbean-American Heritage Month 2025](#)

7.c. Proclamation in Celebration of June 2025 as Immigrant Heritage Month [HCC-364-FY25](#)

I move the Mayor and Council adopt a proclamation recognizing and celebrating June as Immigrant Heritage Month in the City of Hyattsville.

Sponsors: City Administrator

Attachments: [CM 0602 Immigrant Heritage Month 2025](#)

7.d. Proclamation Declaring June 6, 2025, as National Gun Violence Awareness Day [HCC-365-FY25](#)

I move that the Mayor and Council declare June 6, 2025, as National Gun Violence Awareness Day in the City of Hyattsville.

Sponsors: City Administrator

Attachments: [CM 0602 National Gun Violence Awareness Day 2025](#)

7.e. Proclamation in Celebration of Juneteenth [HCC-366-FY25](#)

I move the Mayor and Council adopt a Proclamation Observing and Celebrating June 19, 2025, as Juneteenth in the City of Hyattsville.

Sponsors: City Administrator

Attachments: [CM 0602 Juneteenth 2025](#)

7.f. Proclamation Honoring Riverdale Park Mayor Alan K. Thompson [HCC-369-FY25](#)

I move that the Mayor and Council adopt a proclamation honoring Mayor Alan K. Thompson for his 16 years of service and dedication as an elected official to the Town of Riverdale Park.

Sponsors: City Administrator

Attachments: [CM 0602 Honoring Mayor Thompson.pdf](#)

8. Action Items (8:20 p.m. - 8:45 p.m.)

8.a. Streetlight Purchase Authorization[HCC-359-FY25](#)

I move that the Mayor and Council authorize the City Administrator to negotiate and enter into an agreement with PEPCO for the purchase of streetlights within the incorporated City boundary, pending legal review.

Sponsors: City Administrator

CM Nisbett inquired how Tanko was chosen. He was advised by Director Riddle that they were chosen because they were the only company that responded to the Request for Proposal (RFP).

A motion was made by Council Vice-President Waszczak, seconded by Councilmember Redmond, that this agenda item be Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Barnes, Schaible, Strab, Redmond, Dhokai, Haba, Lee, and Nisbett

9. Council Dialogue (8:45 p.m. - 8:55 p.m.)**10. Motion to Adjourn**

The meeting adjourned at 8:55 PM.

A motion was made by Councilmember Lee, seconded by Councilmember Haba, that this item was Approved. The motion carried by the following vote:

Aye: Croslin, Solomon, Waszczak, Barnes, Schaible, Strab, Redmond, Dhokai, Haba, Lee, and Nisbett

City of Hyattsville

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



Minutes Public Hearing

https://us06web.zoom.us/webinar/register/WN_kY23hXILSrSPU-b_oaj54g

Monday, July 21, 2025

6:30 PM

Virtual

CITY COUNCIL PUBLIC HEARING

Robert S. Croslin, Mayor

Joseph Solomon, Council President, Ward 5

Joanne Waszczak, Council Vice President, Ward 1

Greg Barnes, Ward 1

Danny Schaible, Ward 2

Emily Strab, Ward 2

Kareem Redmond, Ward 3

Gopi Dhokai, Ward 3

Michelle Lee, Ward 4

Edouard Haba, Ward 4

Kelson Nisbett, Ward 5

ADMINISTRATION

Tracey E. Douglas, City Administrator

Nate Groenendyk, City Clerk, 301-985-5001, cityclerk@hyattsville.org

1. Call to Order and Roll Call

The meeting was called to order at 6:37 PM.

PRESENT:

Council President Joseph Solomon
Council Vice President Joanne Waszczak
Councilmember Greg Barnes
Councilmember Danny Schaible
Councilmember Emily Strab
Council Vice President Kareem Redmond
Councilmember Edouard Haba
Councilmember Michelle Lee
Councilmember Gopi Dhokai

ABSENT:

Mayor Robert S. Croslin
Councilmember Kelson Nisbett

Also Present:

City Administrator Tracey Douglas
Director of Public Works Lesley Riddle
Chief of Police Jarod Towers
City Clerk Nate Groenendyk
Transportation Manager Taylor Robey

2. Presentations (7:20 PM - 7:35 PM)

Transportation Manager Taylor Robey presented the data from the study of the intersection and provided staff recommendations for traffic calming.

2.a. Traffic Calming Petition Presentation: 42nd Avenue and Kennedy Street

For presentation

Sponsors:

Department: Department of Public Works

Attachments: Traffic Petition PPT 20250721 v2

Director Lesley Riddle (DPW) and Transportation Manager Taylor Robey (DPW) gave a presentation on proposed traffic calming measures at 42nd Avenue and Kennedy Street. The presentation covered evaluation guidelines, the City's definition of areas with excessive speeding, and speed and traffic volume data. The Department of Public Works is recommending a raised intersection due to the roadway's characteristics. The City Council will be presented with this information at the August 4th Council meeting to vote on this action, and community members will be notified thereafter.

The Council discussed the locations used to aggregate traffic data, information related to accidents and crashes at this intersection, the data for speeds in the higher range, and the potential for stop sign cameras and lighted stop signs at this intersection. The Council also asked if the staff recommendations for the intersection could change based on resident and Council feedback. Director Riddle advised that the Department of Public Works is looking to review the petition process for traffic calming to make it more effective.

3. Public Comment (7:10 PM - 7:20 PM) Limit 2 minutes per speaker

- Laura Brewer Heilig (Ward 2) reiterated that there is a speeding issue at that intersection and asked if a non-marked police car could park at random times at the intersection to observe traffic.
- Michael Derry (Ward 2) reiterated that there is a speeding issue as well as drivers who disregard the stop sign at this intersection. He noted that cyclists also disregard the stop signs.
- Melissa Schweisguth (Ward 5) requested that the range of speed be provided when traffic data is presented. She also inquired about how the number of tickets issued by the Hyattsville Police Department correlates to the data.
- Phillip Clark expressed concerns about the way speed is represented in the charts. He also noted that there is a disregard for the stop sign at the intersection and remarked that the police often speed through that intersection while responding to calls.
- Jessica Grimmer commented on the speeding on this street, as well as the disregard for the stop sign and the danger it causes for pedestrians crossing the street.
- Jessica Kline reiterated concerns about speeding and disregard for the stop sign.

4. Motion to Adjourn

A motion was made by Council Vice President Waszczak, seconded by Councilmember Haba, that the meeting be adjourned at 7:17 PM.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Dhokai

NAY: None

ABSTAIN: None

ABSENT: Mayor Croslin, Councilmember Nisbett

City of Hyattsville

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Minutes Regular Meeting

https://us06web.zoom.us/webinar/register/WN_bp2nrmHlTyOBYAAQVA1noQ

Monday, July 21, 2025

7:00 PM

Virtual

CITY COUNCIL

Robert S. Croslin, Mayor

Joseph Solomon, Council President, Ward 5

Joanne Waszczak, Council Vice President, Ward 1

Greg Barnes, Ward 1

Danny Schaible, Ward 2

Emily Strab, Ward 2

Kareem Redmond, Ward 3

Gopi Dhokai, Ward 3

Edouard Haba, Ward 4

Michelle Lee, Ward 4

Kelson Nisbett, Ward 5

ADMINISTRATION

Tracey E. Douglas, City Administrator

Nate Groenendyk, City Clerk, 301-985-5001, cityclerk@hyattsville.org

1. Call to Order and Roll Call

The meeting was called to order at 7:21 PM.

Staff in Attendance Includes:

City Administrator Tracey Douglas

City Treasurer Ron Brooks

Chief Jarod Towers

Director of Public Works Lesley Riddle

Deputy Director of Public Works Hal Metzler

Director of Community Services Sandra Shephard

Director of Human Resources Jay Joyner

City Clerk Nate Groenendyk

Emergency Services Manager Reginald Bagley

Community Business and Economic Manager Jeff Ulysse

2. Pledge of Allegiance to the Flag

The open meetings compliance statement was read by Council President Joseph Solomon.

3. Approval of Agenda

The City Council made the following amendments to the agenda:

- Table agenda item 10.b. (FY26 Northstar Tutoring and Mentoring Contract) until the August 4, 2025 meeting
- Move agenda item 10.c. (Election of Council Officers) to the Action Agenda

Motion made by Councilmember Barnes, seconded by Councilmember Haba, to approve the Amended Agenda.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Nisbett, Councilmember Dhokai

NAY: None

ABSTAIN: None

ABSENT: Mayor Croslin

4. Public Comment (7:10 PM - 7:20 PM) Limit 2 minutes per speaker

Dan Broder (Ward 2) spoke in favor of the City Council enacting ranked choice voting.

Melissa Schweisguth asked that the City convene a committee to meet with homeowners' associations to discuss snow plowing and trash removal services. She also asked that the Council not pay the lease at the environmental depot without requiring that DPW open the building for direct resident services in the immediate future. Lastly, she spoke about clarifying to the Prince George's County Council that the residents of Avondale do not wish to be annexed into the City as stated in the sector plan.

Stephanie Guedj (Ward 2) spoke in favor of ranked choice voting.

Monica Gorman spoke against agenda item 12.a., which would shorten the time residents will have to cut overgrown yards, citing that this will cause a hardship for residents.

Irene Marsh spoke against agenda item 12.a., which would shorten the time residents will have to cut overgrown yards, citing that this will cause a hardship for residents.

Mr. Marshall (Ward 4) spoke in opposition to ranked choice voting and continuing the contracts with Throne portable bathrooms.

5. City Administrator Update (7:20 PM - 7:40 PM)

City Administrator Douglas provided an update on City-related news and events.

Council asked for and received more information about the entrance to Driskell Park, the status of The Spot, the status of the CCTV and License Plate Reader systems, the Portland Loos, bathrooms at Heurich Park, and a Ward 4 meeting.

6. Closed Session (7:40 PM - 8:10 PM)

6.a. Motion to Close

I move the Mayor and Council close the Council Meeting of July 21, 2025, to obtain legal advice from the City Attorney regarding the licensing of a business within the City of Hyattsville.

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

Sponsors: City Administrator

Department: City Clerk

Attachments:

I move the Mayor and Council close the Council Meeting of July 21, 2025, to obtain

legal advice from the City Attorney regarding the licensing of a business within the City of Hyattsville.

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

Motion made by Councilmember Waszczak, seconded by Councilmember Strab.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Nisbett, Councilmember Dhokai

NAY: None

ABSTAIN: None

ABSENT: Mayor Croslin

Pursuant to the requirement of the Annotated Code of Maryland State Government Article 3-104(1)(2); this statement is included in these minutes:

A closed session of the Council of the City of Hyattsville was held virtually at 8:20 p.m. on Monday, July 21, 2025.

In addition to the City Council, the following staff members were present:

- Tracey Douglas, City Administrator
- Jeff Ulysse, City Planner
- Nate Groenendyk, City Clerk
- Skip Cornbrooks, City Attorney

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

Topics Discussed: Council was provided an update by staff and the City Attorney, and subsequently discussed the City's position on the pending county license of a business within the City limits.

Action Taken: None taken.

The closed session adjourned at 8:58 p.m. on a motion made by Councilmember Lee and seconded by Councilmember Haba. The Council returned to open session at 9:00 p.m.

7. Presentations (8:10 PM - 8:40 PM)

7.a. Presentation: Riverfront At West Hyattville Community Association City Refuse Collection and Snowplow Services

For Presentation

Sponsors: City Administrator

Department: Community, Business, and Economic Development

Attachments:

Director Ulysse (CBED) and Director Riddle (DPW) gave an overview of a request made by the Riverfront at West Hyattsville Homeowners' Association for the City of Hyattsville to provide refuse collection and snow removal services.

The Council and staff discussed timelines for implementing these services, the services to be provided to residents of the Riverfront community, and the establishment of an ad hoc committee to provide insight and recommendations. Councilmembers also discussed conducting a review of HCC-309-FY25, the potential conveyance of streets, the purchase of new toters used in solid waste collection, and costs for snow removal.

8. Proclamations

Motion made by Council Vice President Redmond, seconded by Councilmember Strab, to approve the proclamations.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Dhokai

NAY: None

ABSTAIN: None

ABSENT: Mayor Croslin, Councilmember Nisbett

8.a. Proclamation Celebrating National Minority Mental Health Awareness Month

I move the Mayor and Council adopt the proclamation celebrating July as National Minority Mental Health Awareness Month in the City of Hyattsville.

Sponsors: City Administrator

Department: City Clerk

Attachments: CM 0721 National Minority Mental Health Awareness Month 2025

9. Appointments

Motion made by Council Vice President Redmond, seconded by Councilmember Strab, to approve the appointments.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Dhokai

NAY: None
ABSTAIN: None
ABSENT: Mayor Croslin, Councilmember Nisbett

9.a. Assignment of Council Liaisons to Committees

I move that the Mayor and Council appoint the following Councilmembers as liaisons to the following City Committees:

- Councilmembers Strab, Redmond, and Schaible to the Audit Committee
- Councilmember Dhokai to the Code Compliance Advisory Committee
- Councilmember Haba to the Education Advisory Committee
- Councilmember Waszczak to the Educational Facilities Task Force
- Councilmembers Lee and Dhokai to the Health, Wellness, and Recreation Advisory Committee
- Councilmember Haba to the Environment Committee
- Councilmembers Redmond, Barnes, and Schaible to the Planning Committee
- Councilmembers Nisbett and Strab to the Police and Public Safety Citizens Advisory Committee
- Councilmember Lee to the Race and Equity Task Force
- Councilmembers Strab and Barnes to the Shade Tree Board
- Councilmember Waszczak to the Youth Advisory Council

Sponsors: City Administrator

Department: City Clerk

Attachments:

10. Consent Items (8:40 p.m. - 8:45 p.m.)

Items listed on the Consent Agenda are considered routine in nature, and are approved in one motion. There will be no separate discussion of these items unless the Mayor/Council request specific items be removed from the Consent agenda for separate action.

A motion was made by Councilmember Waszczak, seconded by Councilmember Haba, that the Consent Agenda be approved.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Dhokai

NAY: None

ABSTAIN: None

ABSENT: Mayor Croslin, Councilmember Nisbett

10.a. Hyattsville Ordinance 2025-02: Parking Violation Fine Increase (Introduction and First Reading)

I move the Mayor and Council introduce Hyattsville Ordinance 2025-02, an ordinance whereby the City Council amends the City Code to increase the fine for parking unlawfully in a handicapped parking space (INTRODUCTION & FIRST READING).

Sponsors: Edouard Haba, Councilmember, Joanne Waszczak, Councilmember, Kareem Redmond, Council Vice President

Department: City Clerk

Attachments: 2025-02 Handicapped Parking Fine Increase Ordinance Draft 5.1.25 4916-2205-3949 v.3

10.b. FY26 Northstar Tutoring & Mentoring Contract

I move that the Mayor and Council authorize the City Administrator to enter into a one-year contract with Northstar Tutoring to provide Tutoring and Mentoring Services for the City's children and youth for an amount not to exceed \$80,000. The Contract is subject to approval by the City Attorney for legal sufficiency.

Sponsors: City Administrator

Department: Community Services

Attachments: Northstar Tutoring Contract FY26

This item was tabled during the approval of the agenda.

10.c. Hope Center for Wellness Contract: Mental Health Services to Children and Youth

I move that the Mayor and Council authorize the City Administrator to enter into a one-year contract with the Hope Center for Wellness, in an amount not to exceed \$50,000, to provide services in support of the City's Children and Youth Mental Health Wellness Initiative, contingent upon the review and approval by the City Attorney for legal sufficiency.

Sponsors: City Administrator

Department: Community Services

Attachments: Hope Center For Wellness Contract FY26

10.d. 41st Place Pedestrian Safety Improvements

I move that the Mayor and Council amend the DPW FY26 Capital Improvements Sidewalks Budget and appropriate an amount not to exceed \$65,000 to NZI Construction to construct sidewalks on 41st Place and Crittenden Street under their existing contract with the City.

Sponsors: City Administrator

Department: Department of Public Works

Attachments: NZI 41st Pl Sidewalk Proposal 24-02 06-09-2025

10.e. Rent Expenditure for 4631 Baltimore Ave

I move the Mayor and Council authorize an expenditure not to exceed \$54,000.00 for the second year of the lease for 4631 Baltimore Ave, to be funded from the Public Works FY26 budget.

Sponsors: City Administrator

Department: Department of Public Works

Attachments: 4631 Baltimore Ave Lease 09-26-2024, 4631 Baltimore Ave Lease Addendum 1 10-08-2024

10.f. Nicholson Street Resurfacing between 31st Avenue and 31st Place

I move the Mayor and Council amend the DPW FY26 Capital Improvements Streets Budget and appropriate an amount not to exceed \$90,000 to NZI Construction Corp. for the resurfacing and repainting of Nicholson Street between 31st Avenue and 31st Place (Ward 4). This work is facilitated utilizing NZI's existing rider contract with the City.

Sponsors: City Administrator

Department: Department of Public Works

Attachments: Nicholson Street Resurfacing from 31st Place to 31st Ave_July 09 2025, Nicholson Street Resurfacing 31st to 31st_Map showing Limits

10.g. Change Order - Adirondack Tree Experts Contract

I move that the Mayor and Council authorize the City Administrator to issue a change order to the contract with Adirondack Tree Experts to exercise option year 1 of the contract and increase the not to exceed amount by \$15,000 to cover additional tree work.

Sponsors: City Administrator

Department: Department of Public Works

Attachments: Adirondack Quotes 07-2025, Adirondack Tree Experts Contract
DPW24-004 Tree Maintenance 10-01-2024

10.h. Declaration of Public Sidewalk Use and Access Easement: 3325 Toledo Road

I move the City Council authorize the City Administrator to accept a 'Dedication of Public Sidewalk Use Easement' for the subject parcel at 3325 Toledo Road, Hyattsville.

Sponsors: City Administrator

Department: Community, Business, and Economic Development

Attachments: Combined_Public Use Easement (Sidewalk) Library Apt. (DR-1)

11. Action Items (8:45 p.m. - 9:30 p.m.)

11.a. Election of Council Officers

I move the Mayor and Council elect Councilmember Joseph Solomon as Council President and Councilmember Kareem Redmond as Council Vice President for a term of two (2) years to end in July 2027.

Sponsors: Robert S. Croslin, Mayor

Department: Legislative

Attachments:

Councilmember Redmond and Council President Solomon spoke about their visions for their roles as Council officers.

I move the Mayor and Council elect Councilmember Joseph Solomon as Council President and Councilmember Kareem Redmond as Council Vice President for a term of two (2) years to end in July 2027. Motion made by Councilmember Waszczak, seconded by Councilmember Strab.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Dhokai

NAY: None

ABSTAIN: None

ABSENT: Mayor Croslin, Councilmember Nisbett

11.b. Staff Draft III West Hyattsville Queens Chapel Sector Plan and SMA Update

I move the Mayor and Council authorize staff to transmit a letter of support to the M-NCPPC Planning Board regarding Staff Draft III of the West Hyattsville-Queens Chapel Sector Plan and SMA, recommending the incorporation of the revisions outlined in the staff memorandum dated July 21st 2025.

Sponsors: City Administrator

Department: Community, Business, and Economic Development

Attachments: 2025-07-17_Combined agenda attachment memo.ju

The staff and Council discussed sector plan language permitting the inclusion of accessory dwelling units, the plan's annexation of the Avondale community, and future uses for the WSSC Building.

I move the Mayor and Council remove the recommendation for LU 10.4 from the correspondence to be sent to M-NCPPC. Motion made by Councilmember Haba, seconded by Council Vice President Redmond. Motion made by Councilmember Haba, seconded by Council Vice President Redmond.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Council President Solomon, Councilmember Barnes, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Dhokai

NAY: Councilmember Schaible

ABSTAIN: None

ABSENT: Mayor Croslin, Councilmember Nisbett

I move the Mayor and Council authorize staff to transmit a letter of support to the M-NCPPC Planning Board regarding Staff Draft III of the West Hyattsville-Queens Chapel Sector Plan and SMA, recommending the incorporation of the revisions outlined in the staff memorandum dated July 21st 2025. Motion made by Councilmember Haba, seconded by Council Vice President Redmond.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Council President Solomon, Councilmember Barnes, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Dhokai

NAY: Councilmember Schaible

ABSTAIN: None

ABSENT: Mayor Croslin, Councilmember Nisbett

11.c. Throne Public Bathrooms - Contract Extension

I move that the Mayor and Council approve the renewal of Throne Labs rental services for two (2) public restrooms for a term not to exceed 1 year under their existing contract with the City, for an expenditure not to exceed \$108,000.

Sponsors: City Administrator

Department: Department of Public Works

Attachments: Throne Invoice 190 06-30-2025

Deputy Director Priyanka Joshi (DPW) gave a brief overview of the locations and utilization of the Throne bathrooms, stating that they improve hygiene and accessibility for residents and visitors.

The staff and Council discussed funding for portable bathrooms, the differences between Portland Loos and Thrones, and the timeline for the installation of Portland Loos, and adding a throne back to Heurich Park.

I move that the Mayor and Council change agenda item 11.b to three restrooms for an amount not to exceed \$162,000. Motion made by Councilmember Waszczak, seconded by Council Vice President Redmond.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Council President Solomon, Councilmember Barnes, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Dhokai

NAY: Councilmember Schaible

ABSTAIN: None

ABSENT: Mayor Croslin, Councilmember Nisbett

I move that the Mayor and Council approve the renewal of Throne Labs rental services for two (2) public restrooms for a term not to exceed 1 year under their existing contract with the City, for an expenditure not to exceed \$162,000. Motion made by Councilmember Waszczak, seconded by Councilmember Haba.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Council President Solomon, Councilmember Barnes, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Dhokai

NAY: Councilmember Schaible

ABSTAIN: None

ABSENT: Mayor Croslin, Councilmember Nisbett

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

12.a. Revision to City Code Chapter 25, Article VI Brush, Grass and Weeds

For Discussion.

Sponsors: Kareem Redmond, Council Vice President

Department: Legislative

Attachments: Recommendation Memo to Council - 04.22.25

Code Compliance Manager Joe Brewer provided an overview of the proposed revision to the City Code pertaining to the time residents have to cut overgrown grass.

The Council and staff discussed the means that staff use to communicate with residents, clarifying the language to inform residents of the allowed timeframe to remediate tall grass. The Council expressed their preference to change the language to 7 business days or 10 calendar days.

12.b. License Agreement with Suffrage Point Homeowners Association for Temporary City Refuse Collection and Snowplow Services

For Discussion

Sponsors: City Administrator

Department: Community, Business, and Economic Development

Attachments: Draft Suffrage Point License Agreement, Resolution License Agreement for Trash and Snow_Suffrage Point

Director Ulysse (CBED) provided an overview of a temporary license agreement that would allow the City to operate on a private road to provide City services, in place of a formal conveyance. Both CM Strab and CM Schaible spoke in support.

The motion, made by CM Strab, seconded by CM Redmond, to adopt the resolution authorizing the City Administrator to enter into an agreement with Suffrage Point for the licensing period, and enter into a licensing agreement.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Dhokai

NAY: None

ABSTAIN: None

ABSENT: Mayor Croslin, Councilmember Nisbett

13. Council Dialogue (10:30 p.m. - 10:40 p.m.)

14. Motion to Adjourn

Motion made by Councilmember Haba, seconded by Council Vice President Redmond, to adjourn the meeting at 11:48 PM.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Dhokai

NAY: None

ABSTAIN: None

ABSENT: Mayor Croslin, Councilmember Nisbett

City of Hyattsville

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



Minutes Regular Meeting

https://us06web.zoom.us/webinar/register/WN_YtS1sM7gS7WCH21YIZh2dQ

Monday, August 4, 2025

7:00 PM

Virtual

CITY COUNCIL

Robert S. Croslin, Mayor

Joseph Solomon, Council President, Ward 5

Kareem Redmond, Council Vice President, Ward 3

Joanne Waszczak, Ward 1

Greg Barnes, Ward 1

Danny Schaible, Ward 2

Emily Strab, Ward 2

Gopi Dhokai, Ward 3

Edouard Haba, Ward 4

Michelle Lee, Ward 4

Kelson Nisbett, Ward 5

ADMINISTRATION

Tracey E. Douglas, City Administrator

Nate Groenendyk, City Clerk, 301-985-5001, cityclerk@hyattsville.org

1. Call to Order and Roll Call

The meeting was called to order at 7:08 PM.

Staff in Attendance Includes:

City Administrator Tracey Douglas

Deputy City Administrator Laura Reams

City Treasurer Ron Brooks

Chief of Police Jarod Towers

Director of Public Works Lesley Riddle

Deputy Director of Public Works Hal Metzler

Director of Community Business & Economic Development Jeff Ulysse

Director of Community Services Sandra Shephard

Director of Human Resources Jay Joyner

City Clerk Nate Groenendyk

Deputy City Clerk Quianna Taylor

Emergency Services Manager Reginald Bagley

2. Pledge of Allegiance to the Flag

3. Approval of Agenda

Motion made by Councilmember Waszczak, seconded by Councilmember Dhokai, to move agenda items 9.a. and 9.g. to the action agenda.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Mayor Croslin, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Lee, Councilmember Nisbett, Councilmember Dhokai

NAY: None

ABSTAIN: None

ABSENT: Councilmember Haba

Motion made by Council President Solomon, seconded by Councilmember Barnes, to approve the amended agenda.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Mayor Croslin, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Lee, Councilmember Nisbett, Councilmember Dhokai

NAY: None

ABSTAIN: None

ABSENT: Councilmember Haba

4. Public Comment (7:10 PM - 7:20 PM) Limit 2 minutes per speaker

Nina Faye (Ward 2) spoke in opposition to raising the fine for illegal parking in handicapped spaces to \$500. She also spoke about the Canvas parking garage, stating it has been closed and is inaccessible, which is a serious issue for seniors and new residents, and businesses. She requested the Jefferson St entrance to be opened for access when the garage opens.

Mr. Marshall (Ward 4) asked about the construction hours at Hyattsville Elementary School, stating that they are too long in a residential neighborhood.

Dan Broder (Ward 2) thanked CM Waszczak for moving agenda items 9.a. and 9.g. to the action agenda. He added that he supports agenda item 10.a. and thanked PGCPs for coming to their presentation and for community engagement. Lastly, he spoke in support of ranked choice voting.

Sarah Harper spoke in opposition to raising the fine for illegal parking in handicapped spaces to \$500 and expressed concerns about the Canvas parking garage.

5. City Administrator Update (7:20 PM - 7:40 PM)

The City Administrator gave updates about City events, department initiatives, construction projects, and programming. She also provided updates on personnel changes.

The Council and staff discussed concerns about the Canvas parking garage and ongoing parking issues in Ward 4.

6. Presentations (7:40 PM - 8:15 PM)

6.a. Hyattsville Elementary School Construction Update

Presentation Only

Sponsors: City Administrator

Department: Community, Business, and Economic Development

Attachments:

Jeff Ulysse introduced Taylor Powell (MCN Build, Inc.), Shawn Matlock (Prince George's County Public Schools), and Roger Prince (Prince George's County Public Schools). The presentation included an update on construction, records relocation, and traffic mitigation.

The Council and staff discussed securing sensitive student information, construction hours, impacts on local organizations, and traffic management.

7. Proclamations

Motion made by Council Vice President Redmond, seconded by Council President Solomon to adopt the proclamations.

The motion by the following vote:

AYE: Councilmember Waszczak, Mayor Croslin, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Lee, Councilmember Nisbett, Councilmember Dhokai

NAY: None

ABSTAIN: None

ABSENT: Councilmember Haba

7.a. Proclamation Recognizing Women's Equality Day

I move the Mayor and Council adopt the proclamation recognizing August 26, 2025, as Women's Equality Day in the City of Hyattsville.

Sponsors: City Administrator

Department: City Clerk

Attachments: CM 0804 Women's Equality Day Proclamation

7.b. Proclamation Celebrating August as National Black Business Month

I move the Mayor and Council adopt the proclamation celebrating August, 2025 as National Black Business Month in the City of the Hyattsville.

Sponsors: City Administrator

Department: City Clerk

Attachments: CM0804 Black Business Month Proclamation Draft

8. Appointments

Motion made by Council Vice President Redmond, seconded by Councilmember Lee, to approve the appointments.

The motion by the following vote:

AYE: Councilmember Waszczak, Mayor Croslin, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Lee, Councilmember Nisbett, Councilmember

Dhokai
NAY: None
ABSTAIN: None
ABSENT: Councilmember Haba

8.a. Appointment to the Education Advisory Committee

I move the Mayor and Council approve the reappointment of Cynthia Totten (Ward 4) to the Education Advisory Committee for a term of two years to expire on August 4, 2027.

Sponsors: Emily Strab, Councilmember

Department: City Clerk

Attachments: Cynthia Totten W4 reappoint May 25 redac

9. Consent Items (8:15 p.m. - 8:20 p.m.)

Items listed on the Consent Agenda are considered routine in nature, and are approved in one motion. There will be no separate discussion of these items unless the Mayor/Council request specific items be removed from the Consent agenda for separate action.

A motion was made by Council President Solomon, seconded by Councilmember Waszczak that the consent agenda be approved.

The motion to approve the Consent Agenda Passed by the following vote:
AYE: Councilmember Waszczak, Mayor Croslin, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Lee, Councilmember Nisbett, Councilmember Dhokai
NAY: None
ABSTAIN: None
ABSENT: Councilmember Haba

9.a. Award of Contract for FY26 Tutoring and Mentoring Services

I move that the Mayor and Council authorize the City Administrator to enter into a one-year contract with Northstar Tutoring to provide Tutoring and Mentoring Services for the City's children and youth in an amount not to exceed \$80,000. The Contract is subject to approval by the City Attorney for legal sufficiency.

Sponsors: City Administrator

Department: Community Services

Attachments: Northstar Tutoring Contract 7.23.2025 FY26

9.b. Hyattsville Ordinance 2025-02: Parking Violation Fine Increase (Second Reading

and Adoption)

I move the Mayor and Council adopt Hyattsville Ordinance 2025-02, an ordinance whereby the City Council amends the City Code to increase the fine for parking unlawfully in a handicapped parking space (SECOND READING & ADOPTION).

Sponsors: Edouard Haba, Councilmember, Joanne Waszczak,
Councilmember, Kareem Redmond, Council Vice President

Department: City Clerk

Attachments: 2025-02 Handicapped Parking Fine Increase Ordinance Draft
5.1.25 4916-2205-3949 v.3

9.c. Contract Award - Stormwater Management Unit Maintenance

I move that the Mayor and Council authorize the City Administrator to enter into a contract with Environmental Quality Resources, LLC for maintenance of the City's existing stormwater management units. The contract will be for one year with four optional renewal years, for an amount not to exceed \$75,000 per year.

Sponsors: City Administrator

Department: Department of Public Works

Attachments: Env Quality Resources Proposal 06-10-2025_

9.d. FY26 Expenditure - Big Belly

I move that the Mayor and Council authorize an expenditure in an amount not to exceed \$80,000 to Big Belly Solar for the FY26 service agreement.

Sponsors: City Administrator

Department: Department of Public Works

Attachments: Big Belly Quote Q20879-2, Big Belly Quote W38105-1, Big Belly Efficiency & Cost Savings Summary

9.e. Traffic Calming Decision: 5500-5600 Block of 42nd Avenue Traffic Petition

I move the Mayor and Council approve the request for the installation of traffic calming measures for the 5500-5600 block of 42nd Avenue and accept the staff recommendation to install a raised intersection at the intersection of 42nd Avenue and Kennedy Street.

Sponsors: City Administrator

Department: Department of Public Works

Attachments: Traffic Calming Petition - 42nd Ave 5500 5600 Staff
Recommendation 20250804, Traffic Petition PPT 20250721 v2,
Multimodal-Toolkit_Speed Cushion Raised Crossing,
FHWA_Module 3_ Toolbox of Individual Traffic Calming Measures
Part 2 _ Raised Intersection

9.f. Schedule Public Hearing for Hyattsville Charter Amendment Resolution: 2025-01

I move the Mayor and Council schedule a Public Hearing on Monday, September 15 at 6:30 PM to hear public testimony regarding proposed Hyattsville Charter Amendment Resolution 2025-01 which proposes to remove the requirement that Council Meetings start at 8:00 p.m. and occur twice monthly, and add the requirement for Council to adopt an annual meeting schedule via Resolution.

Sponsors: City Administrator

Department: Administration

Attachments:

9.g. Grant Application to the Prince George's County Historic Preservation Non-Capital Grant Program

I move the Mayor and City Council authorize the City Administrator to prepare an application to the County for grant funds to support the Hamilton Square Partners and provide any needed documentation required.

Sponsors: City Administrator

Department: Community, Business, and Economic Development

Attachments: 2025-07-28_Memo_Historic Preservation Noncapital grant.ju,
Non-Cap-Grant-Guidelines_2021-Revision

10. Action Items

10.a. Agreement with Lexis Nexis Risk Solutions

I move Mayor and Council authorize the City Administrator to enter into an agreement with Accurint/Lexis Nexis for access to their records database.

Sponsors:

Department: Police

Attachments: Hyattsville Police Department - addAccurintCrimeConsortiumSub,
Hyattsville Police Department - InrsAppAgreeGovtNonFCRA

The Council expressed concerns about other government agencies gaining access to data in the database.

A motion was made by Council President Solomon, seconded by Councilmember Barnes, to table this agenda item until September 15, 2025.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Mayor Croslin, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Lee, Councilmember Dhokai

NAY: Councilmember Nisbett

ABSTAIN: None

ABSENT: Councilmember Haba

**10.b. Memorandum of Understanding with Prince George's County Police Department
For FUSUS Access**

I move Mayor and Council to authorize the City Administrator to enter into a Memorandum of Understanding with Prince George's County Police Department for FUSUS access.

Sponsors: City Administrator

Department: Police

Attachments: Brochure, PGPD Fusus MOU-Blank .2

Chief Towers advised that the Prince George's County Police Department has a contract with AXION (formerly Taser) which is being extended to the Hyattsville Police Department to import videos into the City's CCTV system. Councilmembers inquired about the ability to import videos from home Ring cameras.

I move Mayor and Council to authorize the City Administrator to enter into a Memorandum of Understanding with Prince George's County Police Department for FUSUS access. Motion made by Council President Solomon, seconded by Council Vice President Redmond.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Mayor Croslin, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Lee, Councilmember Nisbett, Councilmember Dhokai

NAY: None
ABSTAIN: None
ABSENT: Councilmember Haba

11. Discussion Items (8:20 p.m. - 8:50 p.m.)

11.a. Hyattsville Charter Amendment Resolution 2025-01: Removing the Requirement that Council Meetings Start at 8:00 PM & Occur Twice Monthly

For Discussion Only.

Sponsors: City Administrator

Department: Administration

Attachments: 2025- 01 Charter Amendment Resolution_Meeting Time City Attorney To Staff 5.1.25 .2, Hyattsville Charter Amendment 2025-01_Presentation

Deputy City Administrator Laura Reams discussed a proposed change to the Charter, which governs the frequency and time of Council meetings. The changes would reduce the meeting requirements and adjust the meeting time as prescribed in the Charter. The Charter amendment would also require that the Council meeting schedule be set by resolution.

The Council discussed the advantages and disadvantages of changing the required number of minutes per month.

12. Council Dialogue (8:50 p.m. - 9:00 p.m.)

13. Motion to Adjourn

Motion to adjourn made by Council President Solomon, seconded by Council Vice President Redmond to adjourn the meeting at 9:20 PM.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Mayor Croslin, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Lee, Councilmember Nisbett, Councilmember Dhokai

NAY: None

ABSTAIN: None

ABSENT: Councilmember Haba

City of Hyattsville

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



Minutes Regular Meeting

https://us06web.zoom.us/webinar/register/WN_T1nv5l1BSmCTshlxbI_MKA

Monday, September 15, 2025

7:00 PM

Virtual

CITY COUNCIL

Robert S. Croslin, Mayor

Joseph Solomon, Council President, Ward 5

Kareem Redmond, Council Vice President, Ward 3

Joanne Waszczak, Ward 1

Greg Barnes, Ward 1

Danny Schaible, Ward 2

Emily Strab, Ward 2

Gopi Dhokai, Ward 3

Edouard Haba, Ward 4

Michelle Lee, Ward 4

Kelson Nisbett, Ward 5

ADMINISTRATION

Tracey E. Douglas, City Administrator

Nate Groenendyk, City Clerk, 301-985-5001, cityclerk@hyattsville.org

1. Call to Order and Roll Call

The meeting was called to order at 7:02 PM.

PRESENT:

Mayor Robert S. Croslin
Council President Joseph Solomon
Council Vice President Kareem Redmond
Councilmember Joanne Waszczak
Councilmember Greg Barnes
Councilmember Danny Schaible
Councilmember Emily Strab
Councilmember Gopi Dhokai
Councilmember Edouard Haba
Councilmember Michelle Lee
Councilmember Kelson Nisbett

ABSENT:

Also Present:

City Administrator Tracey Douglas
Deputy City Administrator Laura Reams
City Treasurer Ron Brooks
Chief of Police Jarod Towers
Deputy Chief of Police Laura Lanham
Director of the Department of Public Works Lesley Riddle
Deputy Director of the Department of Public Works Hal Metzler
Deputy Director of the Department of Public Works Priyanka Joshi
Director of Community, Business, and Economic Development Jeff Ulysse
Business and Economic Development Coordinator Renee Harris
Director of Community Services Sandra Shephard
Director of Human Resources Jay Joyner
City Clerk Nate Groenendyk
Deputy City Clerk Quianna Taylor
Emergency Operations Manager Reginald Bagley
Race and Equity Officer Shakira Louimarre

2. Pledge of Allegiance to the Flag

3. Approval of Agenda

City Clerk Groenendyk added agenda item 9.i. (Rescheduling of the 2026 Health Care Rates Council Work Session) to the consent agenda. The item was approved for

addition by unanimous consent.

A motion was made by Council Vice President Redmond, seconded by Council President Solomon that the amended agenda be approved.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Mayor Croslin, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Nisbett, Councilmember Dhokai

NAY: None

ABSTAIN: None

ABSENT:

4. Public Comment (7:10 PM - 7:20 PM) Limit 2 minutes per speaker

- Tatjana Hrubik-Vulanovic asked that a spreadsheet be used to track the progress of action items.
- Melissa Schweisguth (Ward 5) thanked the Race & Equity Task Force for their work and expressed concerns about micro-grants given to residents for support, access to race-disaggregated police data, and discretionary funds for a Ward event in the Riverfront community. She also expressed concerns about facade improvement grants, stating that she would like to see more outreach to other portions of the City.
- Em Morrison inquired about the status of the Lexis Nexis agreement.
- Sarah Benderatis spoke about speed mitigation requests on her street, adding that she would like to see stop sign cameras and flashing stop signs installed.
- Kurt Britzenhoff (Ward 5) thanked the Race and Equity Task Force but asked that the Council consider the costs of undefined items, as many City projects are already over budget.
- Ellen R. (Ward 5) is opposed to the Lexis Nexis agreement and the use of the Leads Online platform, citing concerns about surveillance.
- Sara Harper reiterated concerns about privacy and surveillance raised by Ellen R.
- Octavia Clapp (Ward 3) is in support of the Lexis Nexis agreement and supports ranked choice voting.
- Mr. Marshall (Ward 4) is opposed to the charter amendment and has concerns about street vendors, loose dogs, and the street sweeper that the City purchased.
- Daniel Broder (Ward 2) spoke in support of the Werrlein purchase and asked that the Council continue to negotiate a lower price. He also cited that he is opposed to the Lexis Nexis agreement and supports ranked choice voting.

5. City Administrator Update (7:20 PM - 7:40 PM)

The City Administrator provided updates on City programming, events, and construction projects. The Council asked and received more information about the Canvas garage, the Queens Chapel Sector Plan, audits, the environmental depot, and openings of the new public safety building and the teen center. The Council also discussed street sign replacement and facade improvement grants.

6. Presentations (7:40 PM - 8:30 PM)

6.a. 2026-59 Race and Equity Task Force - Equity Plan

For presentation.

Sponsors: City Administrator

Department: Administration

Attachments: Equity Plan Presentation 09.15_Council Packet, Hyattsville RETF
Equity Plan_0915_CouncilPacket

Equity Officer Louimarre introduced Nykia Clemonts and Daniel Amador, co-chairs of the Race and Equity Task Force, to review the 2024-2025 Updated Equity Plan.

Highlights of the equity plan included the development of equity strategies for housing, community safety and policing, economic development, transportation, and ADA access for people with disabilities.

Council member Schaible asked members of the task force to also consider including eviction intervention measures in the updated plan.

7. Proclamations

A motion was made by Council Vice President Redmond, seconded by Council President Solomon that the City Council adopt the proclamations.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Mayor Croslin, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Nisbett, Councilmember Dhokai

NAY: None

ABSTAIN: None

ABSENT:

7.a. 2026-42 Proclamation for Hispanic Heritage Month

I move the Mayor and Council adopt the proclamation celebrating September 15,

2025, to October 15, 2025, as Hispanic Heritage Month. Test.

Sponsors: City Administrator

Department: Administration

Attachments: CM0915 Hispanic Heritage Month 2025_Final

7.b. 2026-60 Proclamation for National Preparedness Month

I move the Mayor and Council adopt the proclamation recognizing September as National Preparedness Month.

Sponsors: City Administrator

Department: Administration

Attachments: CM0915 National Preparedness Month 2025

8. Appointments

A motion was made by Council Vice President Redmond, seconded by Councilmember Lee that the appointments be approved.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Mayor Croslin, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Nisbett, Councilmember Dhokai

NAY: None

ABSTAIN: None

ABSENT:

8.a. Appointment to the Youth Advisory Council

I move the Mayor and Council approve the appointment of the following to the Youth Advisory Committee for a term of one year:

- Anastasia Keith
- Christopher Jimenez
- Craig Monnity
- Diana Alvarez
- Eric Manzano Salinas
- Jorge Guzman
- Litzy Velasquez
- Margaret Hernandez Merino
- Seyifunmi Okunola

- Yasmin Pineda Escobar

Sponsors: Joanne Waszczak, Councilmember

Department: City Clerk

Attachments:

8.b. 2026-51 Appointment to the Shade Tree Board

I move the Mayor and Council approve the reappointment of Kathryn Kutzner (Ward 2) and Randy Fletcher (Ward 3) to the Shade Tree Board for a term of three years to end on September 15, 2028.

Sponsors: Robert S. Croslin, Mayor

Department: City Clerk

Attachments: Kathryn Kutzner W2 Sept 2025 redac, Randy Feltcher W3 re-appoint App 8.12.25 redac

8.c. 2026-52 Appointment to the Police and Public Safety Citizens' Advisory Committee

I move the Mayor and Council approve the appointment of Evan Myers (Ward 2) to the Police and Public Safety Citizens' Advisory Committee for a term of two years to end on September 15, 2027.

Sponsors: Emily Strab, Councilmember

Department: City Clerk

Attachments: Evan Myers 6.16.25 redac

8.d. 2026-53 Appointment to the Health, Wellness, and Recreation Advisory Committee

I move the mayor and Council approve the reappointment of Nicole Betschman (Ward 3), Erica Thomas (Ward 1), and Marylyn Presutti (Ward 4) to the Health, Wellness, and Recreation Advisory Committee for a term of two years to end on September 15, 2027.

Sponsors: Michelle Lee, Councilmember, Gopi Dhokai, Councilmember

Department: City Clerk

Attachments: Maryln Presutti W4 Sept 2 2025 redac, Erica Thomas W1 Sept 3 2025 redac, Nicole Betschman Jul 17 redac

9. Consent Items (8:30 p.m. - 8:35 p.m.)

Items listed on the Consent Agenda are considered routine in nature, and are approved in one motion. There will be no separate discussion of these items unless the Mayor/Council request specific items be removed from the Consent agenda for separate action.

A motion was made by Council Vice President Redmond, seconded by Councilmember Strab that the consent agenda be approved.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Mayor Croslin, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Nisbett, Councilmember Dhokai

NAY: None

ABSTAIN: None

ABSENT:

9.a. 2026-44 Commercial Facade Improvement Program: 2025 Grant Awards

I move that the Mayor and Council approve the 2025 Commercial Façade Improvement Grant awards for façade improvement projects at the following commercial properties:

- 5126 Baltimore Avenue: \$15,000
- 4318 Gallatin Street: \$10,017
- 4800 Baltimore Ave: \$12,415
- 5223 Baltimore Ave: \$20,000
- 6211 Belcrest Rd: \$5,000
- 5501 Baltimore Ave: \$5,536.12.

Sponsors: City Administrator

Department: Community, Business, and Economic Development

Attachments: Staff Memo_CFI2025_September 2025

9.b. 2026-47 FY26 Budget Appropriation: Governor's Office of Crime Prevention and Policy Police Retention and Recruitment Program Grant

I move that the Mayor and Council accept and appropriate, in the FY26 budget, a grant award from the Governor's Office of Crime Prevention and Policy in the amount of \$23,750 to support HPD recruitment and retention efforts.

Sponsors: City Administrator

Department: Police

Attachments: Award Acceptance Form

9.c. 2026-48 FY26 Budget Appropriation: Governor's Office of Crime Prevention and Policy Police Accountability, Community and Transparency (PACT) Grant Award

I move that the Mayor and Council accept and appropriate, in the FY26 budget, a grant award from the Governor's Office of Crime Prevention and Policy in the amount of \$62,175 for support of the HPD's Mental Wellness and Community Crisis Support Program.

Sponsors: City Administrator

Department: Police

Attachments: GrantApplicationReport_20250606100414 (NEW AWARD)

9.d. 2026-49 Ward 5 Discretionary Funds

I move the Mayor and Council approve the disbursement of \$250 from FY26 Ward 5 discretionary funds to support the Riverfront at West Hyattsville community event held on September 6, 2025.

Sponsors: Joseph Solomon, Council President, Kelson Nisbett,
Councilmember

Department: City Clerk

Attachments:

9.e. 2026-54 MOU with Revenue Authority of Prince George's County: The Spot - Amendment 2

I move the Mayor and Council authorize the City Administrator to execute Amendment 2 to the MOU between the City and Revenue Authority of Prince George's County, updating the proposed schedule for the Trolley Trailhead Placemaking Project, pending legal review.

Sponsors: City Administrator

Department: Department of Public Works

Attachments: MOU Revenue Authority The Spot Amendment 2

9.f. 2026-55 Decommissioning and Surplus of Furniture

I move that the Mayor and Council authorize the decommissioning and disposal of the furniture noted in the attached memo dated August 13, 2025.

Sponsors: City Administrator

Department: Department of Public Works

Attachments: Furniture Decommission-Disposal Memo 08-13-2025

9.g. 2026-56 Special Use Agreement - Hyattsville Elementary School PTA Zombie Run

I move the Mayor and Council authorize the City Administrator to execute a Special Use Agreement with Hyattsville Elementary School Parent and Teacher Association (PTA) for the use of David C. Driskell Community Park and select City streets for its Annual Zombie Run, scheduled for Saturday, October 18, 2025.

Sponsors: City Administrator

Department: Community Services

Attachments: 2025 Zombie Run Use Agreement

9.h. 2026-57 Special Use Agreement - Route 1 Velo 2025 Cyclocross Race

I move the Mayor and Council authorize the City Administrator to execute a Special Use Agreement with Route 1 Velo for the use of David C. Driskell Community Park for its Annual Cyclocross race. The race is scheduled for Sunday, September 21, with set-up in the afternoon of Saturday, September 20.

Sponsors: City Administrator

Department: Community Services

Attachments: 2025 Cyclocross Special Use Agreement

9.i. 2026-63 Rescheduling of the 2026 Health Care Rates Council Work Session

I move the Mayor and Council reschedule the 2026 Health Care Rates Council Work Session from 7:00 PM on October 13, 2025, to 7:00 PM on September 30, 2025.

Sponsors: City Administrator

Department: City Clerk

Attachments:

Added during Approval of the Agenda

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

10.a. Agreement with Lexis Nexis Risk Solutions

I move Mayor and Council authorize the City Administrator to enter into an agreement with Accurant/Lexis Nexis for access to their records database.

Sponsors: City Administrator

Department: Police

Attachments: Hyattsville Police Department - addAccurantCrimeConsortiumSub,
Hyattsville Police Department - InrsAppAgreeGovtNonFCRA

I move Mayor and Council authorize the City Administrator to enter into an agreement with Accurant/Lexis Nexis for access to their records database. Motion made by Council Vice President Redmond, seconded by Council President Solomon.

Chief Towers provided more information related to the agreement with Lexis Nexis. He specifically addressed who would be able to access info in the database, terms to withdraw from the agreement, and data ownership.

The Council and staff discussed the safety of shared information, including who would have access to data entered by the Hyattsville Police Department, third-party vendor information, other participants in the consortium, the use of public information in the database, and safeguards to prevent the exposure of information.

A motion was made by Councilmember Strab, seconded by Council President Solomon that this agenda item be tabled to allow time for legal review to ensure that the sale of collected data is prohibited.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Mayor Croslin, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Councilmember Haba, Councilmember Lee

NAY: Council Vice President Redmond, Councilmember Nisbett

ABSTAIN: Councilmember Dhokai

ABSENT:

10.b. 2026-46 FY26 Budget Appropriation: Governor's Office of Crime Prevention and Policy Gun Reduction Grant

I move that the Mayor and Council accept and appropriate, in the FY26 budget, a grant award from the Governor's Office of Crime Prevention and Policy in the

amount of \$25,000 to purchase gun reduction technology software.

Sponsors: City Administrator

Department: Police

Attachments: Award Acceptance Form

Chief Towers gave an overview of the grant, which would pay for 3 years of access to digital evidence software. He reiterated that this motion is to accept the grant funds, not enter into any legally binding agreement.

The Council asked about costs after grant funding runs out, the use of AI, and municipal participation.

I move that the Mayor and Council accept and appropriate, in the FY26 budget, a grant award from the Governor's Office of Crime Prevention and Policy in the amount of \$25,000 to purchase gun reduction technology software. Motion made by Council Vice President Redmond, seconded by Council President Solomon.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Mayor Croslin, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Nisbett, Councilmember Dhokai

NAY: None

ABSTAIN: None

ABSENT:

11. Council Dialogue (9:15 p.m. - 9:25 p.m.)

12. Closed Session - Note: Council Will Not Return to Open Session (9:25 p.m.)

12.a. 2026-58 Motion to Close

I move the Mayor and Council close the Council Meeting of September 15, 2025, in order to consult with the City Administrator and staff to discuss negotiations related to the acquisition of real property.

This session will be closed under the authority of the Annotated Code of Maryland State Government General Provisions Article Section 3-305 (b) (3) "to consider the acquisition of real property for a public purpose and matters directly related thereto".

The Council will not return to open session.

Sponsors: City Administrator

Department: Administration

Attachments:

A motion was made by Council Vice President Redmond, seconded by Councilmember Barnes, that the meeting be adjourned to go into closed session at 10:07 PM.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Mayor Croslin, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Nisbett, Councilmember Dhokai

NAY: None

ABSTAIN: None

ABSENT:

Pursuant to the requirement of the Annotated Code of Maryland State Government Article 3-104(1)(2); this statement is included in these minutes:

A closed session of the Council of the City of Hyattsville was held virtually at 10:12 p.m. on Monday, September 15, 2025.

In addition to the City Council, the following staff members were present:

- *Tracey Douglas, City Administrator*
- *Laura Reams, Deputy City Administrator*
- *Jeff Ulysse, Director of Community, Business, and Economic Development*
- *Lesley Riddle, Director of the Department of Public Works*
- *Ron Brooks, City Treasurer*
- *Nate Groenendyk, City Clerk*

The authority under which the session was closed was the Annotated Code of Maryland State Government General Provisions Article Section 3-305 (b)(3) to consider the acquisition of real property for a public purpose and matters directly related thereto.

Topics Discussed: Council was provided an update by staff regarding the negotiations and financial details related to the potential purchase of a property within the city limits of Hyattsville.

Action Taken: None taken.

The closed session adjourned at 11:23 p.m. on a motion made by Councilmember Redmond and seconded by Councilmember Nisbett. The Council did not return to open session.

City of Hyattsville

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



Minutes Public Hearing

https://us06web.zoom.us/webinar/register/WN_kY23hXILSrSPU-b_oaj54g

Monday, September 15, 2025

6:30 PM

Virtual

CITY COUNCIL PUBLIC HEARING

Robert S. Croslin, Mayor

Joseph Solomon, Council President, Ward 5

Kareem Redmond, Council Vice President, Ward 1

Joanne Waszczak, Ward 1

Greg Barnes, Ward 1

Danny Schaible, Ward 2

Emily Strab, Ward 2

Gopi Dhokai, Ward 3

Edouard Haba, Ward 4

Michelle Lee, Ward 4

Kelson Nisbett, Ward 5

ADMINISTRATION

Tracey E. Douglas, City Administrator

Laura Reams, Deputy City Administrator
Nate Groenendyk, City Clerk, 301-985-5001, cityclerk@hyattsville.org

1. Call to Order and Roll Call

The meeting was called to order at 6:33 PM.

PRESENT:

Councilmember Joanne Waszczak
Mayor Robert S. Croslin
Council President Joseph Solomon
Councilmember Greg Barnes
Councilmember Danny Schaible
Councilmember Emily Strab
Council Vice President Kareem Redmond
Councilmember Edouard Haba
Councilmember Michelle Lee
Councilmember Kelson Nisbett
Councilmember Gopi Dhokai

ABSENT:

Also Present:

City Administrator Tracey Douglas
Deputy City Administrator Laura Reams
Chief of Police Jarod Towers
Director of Community Services Sandra Shephard
Director of Human Resources Jay Joyner
City Clerk Nate Groenendyk
Deputy City Clerk Quianna Taylor

2. Presentations

2.a. Hyattsville Charter Amendment Resolution 2025-01: Removing the Requirement that Council Meetings Start at 8:00 PM & Occur Twice Monthly

For Discussion Only.

Sponsors: City Administrator

Department: Administration

Attachments: 2025- 01 Charter Amendment Resolution_Meeting Time 5.1.25 .2,

Deputy City Administrator Reams introduced the discussion to amend the charter regarding meeting start times and meeting requirements.

3. Public Comment Limit 2 minutes per speaker

- Daniel Broder (Ward 2) is in support of the charter amendment, citing that he thinks it will aid in transparency and allow more residents to participate in the meetings.
- Melissa Schweisguth (Ward 5) is in support of the charter amendment, but has concerns about reducing the meeting schedule to one meeting per month, which she thinks will hurt resident participation and transparency.
- Mr. Marshall (Ward 4) is opposed to the amendment to change the charter.

4. Motion to Adjourn

A motion was made by Council President Solomon, seconded by Councilmember Haba, that the meeting be adjourned at 6:43 PM.

The motion Passed by the following vote:

AYE: Councilmember Waszczak, Mayor Croslin, Council President Solomon, Councilmember Barnes, Councilmember Schaible, Councilmember Strab, Council Vice President Redmond, Councilmember Haba, Councilmember Lee, Councilmember Nisbett, Councilmember Dhokai

NAY: None

ABSTAIN: None

ABSENT:

City Council
October 6, 2025

Submitted by: Nate Groenendyk
Submitting Department: Administration
Agenda Section: Presentations

Item Title:
Audit Committee Presentation: FY23 Audit Report

Suggested Action:
For Presentation

Legal Review Required?
N/A

Summary Background:
The Audit Committee was established by the City Council on January 13, 2025, and is comprised of seven residents appointed by the Council. Upon the completion of a City audit, the Audit Committee is charged with reviewing the audit and associated documents to provide a report to the Council. This report gives recommendations on matters related to the audit and internal control policies and practices. The committee's FY23 Audit Report is attached.

Next Steps:
N/A

Fiscal Impact:
N/A

City Administrator Comments:
For Presentation

Community Engagement:

Strategic Goals:
Goal 1 – Ensure Transparent and Accessible Governance

City of Hyattsville, Maryland

Audit Committee Report:

FY23 Audited Financial Statements and Related Documents



Daniel Lange, CPA	Ward 2	Chair
Colin Eustis	Ward 4	Vice Chair
Nancy Hammond	Ward 2	Record Keeper
Stanislaw Rzeznik	Ward 2	Voting Member
Glenn Robelen	Ward 2	Voting Member
Jennifer Kubit	Ward 4	Voting Member
Daniel Amador Renard	Ward 5	Voting Member
Emily Strab	Ward 2	Council Liaison
Danny Schaible	Ward 2	Council Liaison
Kareem Redmond	Ward 3	Council Liaison

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Audit Committee Background

The City of Hyattsville (“the City”) Audit Committee (“the Committee”) serves to ensure that the City fulfills its responsibilities for accountability to the local community, and that it meets the expectations of partners, regulators, and other stakeholders. The City’s Council (“Council”) tasked the Committee with reviewing the City’s audited financial reports and issuing a Committee report to Council. The report is to provide recommendations on matters relating to the audit conclusions of the City’s financial reports, and internal control policies and practices. The Committee seeks to encourage continuous improvement of and foster adherence to City policies, procedures, and practices to safeguard the integrity of the City’s financial statements.

The Committee was established by Council on January 13, 2025. Four Committee Members and two Council Liaisons were appointed on May 19, 2025. The remaining three Committee Members were appointed on June 2, 2025. The inaugural Committee meeting was held on July 7, 2025. An additional Council Liaison was appointed on July 21, 2025.

We thank you for being informed citizens of Hyattsville, partners, regulators, and/or other stakeholders by reviewing this report. Should you have any questions or comments, we may be reached at auditcommittee@hyattsville.org.

FY23 Audited Financial Statement Results Summary

Audit Opinion

We would like to begin by congratulating the City for receiving an unqualified opinion (commonly known as a “clean” opinion) from the auditors for the FY23 Financial Statements. There are four types of audit opinions the City can receive and this is the best possible opinion.

At the conclusion of the audit procedures of an entity’s financial statements, the auditor issues an opinion as to whether the statements are “fairly presented, in all material respects”. An “unqualified” opinion means that the auditors do not think the financial statements are misstated by a number or information that would influence the reader of the statement. This is, as they state, not “absolute assurance,” but it is a level of “reasonable assurance” that the statements are fairly presented.

Other Results Identified

- A material weakness “2022-001 - Timely and Accurate Financial Reporting” was identified by the auditor and communicated via the SAS 115 letter. This notes that the City’s FY23 Financial Statements were not filed timely with the State government and is also noted as an instance of noncompliance. It is titled 2022-001 despite it referencing the FY23 report because it is a repeat finding from the previous year.
- Two [non-trivial] misstatements were identified by the auditor and communicated via the SAS 114 letter. These misstatements pertained to the long-term debt, and due to/from accounts and were corrected by City Financial management (“management”) prior to issuance of the financial report.
- The only instance of noncompliance is 2022-001 noted above.

Primary Documents in Review

1. [The Fiscal Year \(“FY”\) 2023 City Financial Report and respective Audit Report.](#)
2. [FY23 Those Charged with Governance Letter \(SAS 114 Letter\).](#)
 - i. This is a letter from the independent auditor of the financial report to the Mayor and Council. It details significant audit findings in addition to the information included in the audit report that accompanies the respective financial report.
3. [FY23 Reporting on Internal Controls Letter \(SAS 115 Letter\).](#)
 - i. This is also a letter from the independent auditor of the financial report to the Mayor and Council. It details deficiencies in internal control, also known as “Findings”, that were identified during the course of the audit. These may cause the financial statement to be misstated.
4. City Policies and Procedures.

Recommendations: Summary

Categories

We have categorized our recommendations based on the audit results noted above as well as other factors identified during the course of our review. As different readers may have different goals when reading this report, we have detailed the listing of recommendations that fit the various categories.

Recommendations that address:

The material weakness (Timely and Accurate Financial Reporting):

[AC-2023-01](#)
[AC-2023-03](#)
[AC-2023-04](#)
[AC-2023-05](#)
[AC-2023-06](#)

Financial Reports to Council

[AC-2023-01](#)
[AC-2023-03](#)

Project management plans:

[AC-2023-01](#)
[AC-2023-05](#)

The corrected misstatements:

[AC-2023-02](#)
[AC-2023-05](#)
[AC-2023-06](#)

Risk Assessment:

[AC-2023-04](#)
[AC-2023-06](#)

Automation:

[AC-2023-01](#)

The Management Discussion & Analysis (MD&A) section:

[AC-2023-07](#)

The intention for “Recommendation AC-2023-05 - Corrective Action Plans” is for management to develop a detailed corrective action plan for the matters identified by both the auditors and the audit committee. We request that this plan include an assessment on the root cause of the condition, a thorough timeline for implementing the corrective actions, and to be delivered to Ctiy Council and the Audit Committee for review.

Notes for Consideration by the Reader

Recommendation Naming

Our recommendations are labeled as “AC-2023-##” where “AC” stands for Audit Committee, “2023” is the respective fiscal year of the financial report, and “##” is the recommendation number. By standardizing the labeling of recommendations this way, the City is able to easily reference these recommendations when they are developing their corrective action plans.

Criteria Used in Recommendations

The [United States Government Accountability Office Standards for Internal Control in the Federal Government, GAO-14-704G, September 2014](#) (“Green Book”) was used as the framework in our recommendations. Although the title suggests its use for Federal government entities, the Green Book states that it may also be adopted by local entities. This framework is the government equivalent of the [COSO framework](#) for publicly traded companies, private companies, and nonprofit organizations.

Cause of Recommendations

For this report, we did not establish a “cause” of the condition that the recommendation addresses. We believe that this is the responsibility of the City Council & Staff. We encourage management to identify the root cause of the condition while they are producing their corrective action plan in response to the recommendations.

Effect of Recommendations

For this report, the “effect” of the condition that the recommendation addresses is an assumption made by the Committee. Performing the level of audit work necessary to include a specific effect of the condition is not within the scope of our responsibilities.

Recommendations: Detail

Recommendation AC-2023-01 - Steps Towards Timely Financial Reports

Condition:

A material weakness was identified and noted by the auditors in the SAS 115 letter (Reporting on Internal Controls). The material weakness was a repeat of a prior year audit finding where the financial statements were not filed timely with the state government. The report date for the fiscal year ended, June 30, 2023 was March 19, 2025.

Criteria:

GAO Green Book

- 10.03 Accurate and timely recording of transactions - Transactions are promptly recorded to maintain their relevance and value to management in controlling operations and making decisions. This applies to the entire process or life cycle of a transaction or event from its initiation and authorization through its final classification in summary records. In addition, management designs control activities so that all transactions are completely and accurately recorded.
- 17.06 Management completes and documents corrective actions to remediate internal control deficiencies on a timely basis.

Effect:

The City is unable to make informed financial decisions without timely and accurate financial reports. Additionally, managing multiple systems and subsequent internal reconciliation detracts from time that could be spent on improving reports. Delays in monthly close process, and a potential reduction in accuracy of financial information as reconciling systems can prove difficult.

Recommendation:

AC-2023-01.1 - Monitor performance in FY26 to assess whether resources that have been added to the Finance Department (2 new roles, new ERP business management software coming online) have been sufficient, or whether additional resources are needed. Request a point-in-time assessment by City Staff on the implementation of the new ERP and establish a workplan for migration or a new RFP by the end of 2027. Based on the results of the point-in-time update, allocate additional financial resources to improve existing and expand integrations across various COH departments as is applicable or prepare RFP for ERP that more adequately serves the city's needs. In addition, internal policy documents should be updated with information relevant to the integration or RFP within one calendar year of 2027.

AC-2023-01.2 - Develop a detailed project management plan for the month end close process for submission and approval by Council and the Audit Committee.

AC-2023-01.3 - Shorten the month end close period to 10 business days

Recommended steps toward this goal include:

- a) Identifying journal entries for automation (interface from another system, using information.
- b) Removing the requirement for hard copy documentation.
- c) Identifying recurring journal entries to auto generate.
- d) Identifying areas that can be recorded as estimates, especially areas that reverse in the next period.
- e) Quantifying the number of manual journal entries that recur monthly.

AC-2023-01.4 - Develop a detailed project management plan for the annual report process for submission and approval by Council and the Audit Committee. This is to include the quantification of annual/year-end specific entries and top-side entries.

Recommendation AC-2023-02 - Address Misstatements Prior to Identification by the Auditor

Condition:

Corrected misstatements that were greater than trivial for the Long-term debt and the Due to/from accounts were noted within the SAS 114 letter provided by the auditors. Therefore, management's process failed to prevent, detect, or correct misstatements prior to identification by the auditor.

Criteria:

GAO Green Book

- 7.08 Management designs responses to the analyzed risks so that risks are within the defined risk tolerance for the defined objective. Management designs overall risk responses for the analyzed risks based on the significance of the risk and defined risk tolerance.
- 10.01 Management should design control activities to achieve objectives and respond to risks.
- 17.06 Management completes and documents corrective actions to remediate internal control deficiencies on a timely basis.

Effect:

Processes that fail to prevent, detect, or correct misstatements may lead to additional misstatements and/or cause additional work when finalizing the respective audit cycle.

Recommendation:

AC-2023-02.1 - We recommend that the City develop a corrective action plan to identify the root cause of why the misstatements occurred. Once identified, we recommend that management establish and implement sufficient processes that prevent, detect, and correct misstatement from occurring within the Long-term debt and Due to/from accounts.

Recommendation AC-2023-03 - Timely Internal Financial Reports to Council

Condition:

Interim financial reports are not being provided to Council, per Treasurer Brooks in written responses to Audit Committee questions, as discussed in the Audit Committee meeting of July 22, 2025.

Criteria:

Quarterly reports are required by § C5-2 D of the City Charter.

GAO Green Book

- 5.01 Management should evaluate performance and hold individuals accountable for their internal control responsibilities.
- 12.05 Management periodically reviews policies, procedures, and related control activities for continued relevance and effectiveness in achieving the entity's objectives or addressing related risks.
- 14.01 Management should internally communicate the necessary quality information to achieve the entity's objectives.

Effect:

Council is not receiving timely financial data to inform decisions. This may result in inaccurate projections of budget and other related financial decisions.

Recommendation:

AC-2023-03.1 - Council and management determine in advance a schedule for interim financial statements to be provided on at least a quarterly basis, beginning no later than calendar 2027.

AC-2023-03.2 - Council holds management accountable for the provision of timely interim financial statements.

AC-2023-03.3 - Council and management monitor performance in FY26 to determine whether additional resources are needed for the Finance Department.

Recommendation AC-2023-04 - Capital Asset Thresholds and Useful Lives

Condition:

The Capitalization threshold stated in Footnote 1.F of the FY23 financial statements (\$2,500) is at a level of precision that is lower than necessary for the operation of the control objective. Additionally, the useful lives of respective capital assets may be too high (e.g., vehicle useful lives are 10 years).

Criteria:

GAO Green Book

- 6.01 Management should define objectives clearly to enable the identification of risks and define risk tolerances.
- 7.01 Management should identify, analyze, and respond to risks related to achieving the defined objectives.
- 12.05 Management periodically reviews policies, procedures, and related control activities for continued relevance and effectiveness in achieving the entity's objectives or addressing related risks.

Effect:

Increased administrative burden tied to recordation and depreciation of relatively low-value items, using resources that could be allocated to other, higher-value control activities. Additionally, capital assets that are fully depreciated and/or no longer in service are not timely adjusted in the financial statements.

Recommendation:

AC-2023-04.1 - Management periodically reviews and adjusts the capitalization threshold to commensurate with defined risk tolerance that is appropriate for the City's objectives..

AC-2023-04.2 - Management reviews and updates established useful lives of capital assets.

AC-2023-04.2 - Management quantifies the dollar amount of capital assets that are fully depreciated as well as capital assets that are no longer in service but still labeled as a capital asset. Management then makes accounting adjustments as necessary.

Recommendation AC-2023-05 - Corrective Action Plans

Condition:

A detailed corrective action plan to address the material weakness and corrected audit misstatements noted by the audit was not available. In order to sufficiently address the root cause of these items, a more detailed corrective action plan beyond hiring additional staff is warranted.

Criteria:

GAO Green Book

- 17.06 Management completes and documents corrective actions to remediate internal control deficiencies on a timely basis. These corrective actions include resolution of audit findings. Depending on the nature of the deficiency, either the oversight body or management oversees the prompt remediation of deficiencies by communicating the corrective actions to the appropriate level of the organizational structure and delegating authority for completing corrective actions to appropriate personnel. The audit resolution process begins when audit or other review results are reported to management, and is completed only after action has been taken that (1) corrects identified deficiencies, (2) produces improvements, or (3) demonstrates that the findings and recommendations do not warrant management action. Management, with oversight from the oversight body, monitors the status of remediation efforts so that they are completed on a timely basis.

Effect:

Without addressing the root cause of deficiencies, the deficiencies may continue to persist.

Recommendation:

AC-2023-05.1 - We recommend that management develop a detailed action plan in compliance with GAO Green Book section 17.06 and OV3.07-OV3.11 that specifically addresses:

1. the material weakness.
2. process in which the corrected misstatements occurred.
3. Audit Committee recommendations.

We request that this plan include an assessment on the root cause of the condition, a thorough timeline for implementing the corrective actions, and to be delivered to Ctiy Council and the Audit Committee for review.

Recommendation AC-2023-06 - General Ledger Reconciliations

Condition:

The City's "Internal Control Policies & Procedures" document dated January 28, 2019, does not establish a timeline for which other general ledger accounts are to be reconciled.

Criteria:

GAO Green Book

- 10.03 Accurate and timely recording of transactions - Transactions are promptly recorded to maintain their relevance and value to management in controlling operations and making decisions. This applies to the entire process or life cycle of a transaction or event from its initiation and authorization through its final classification in summary records. In addition, management designs control activities so that all transactions are completely and accurately recorded.

Effect:

Accounts left unreconciled may not prevent, detect, or correct misstatements in a timely manner. Additionally, the effort to reconcile the accounts at a later date may cause additional effort to resolve.

Recommendation:

AC-2023-06.1 - We recommend that management perform monthly reconciliations for all general ledger accounts that meet a certain threshold (\$ and/or % change from prior month and/or estimate) defined by management.

Recommendation AC-2023-07 - Improvements to the MD&A

Condition:

Improvements to the Management Discussion & Analysis (MD&A) section have been identified that can provide additional information and accessibility to the reader.

Criteria:

City of Hyattsville Strategic Goal #1: Ensure Transparent and Accessible Governance

Effect: Residents are challenged to understand the City's financial condition, hindering effective citizen input.

Recommendation:

AC-2023-07.1 - Enhance financial report utility and to more clearly depict long term financial trends, begin adding select "Indicators of Financial Condition" to future Financial Statements, as developed by the Public Sector Accounting Board (PSAB) in Canada* and aligned with the Governmental Accounting Standards Board (GASB) in the U.S, and promoted by the municipal advocacy non-profit Strong Towns.

*Although these standards are not required to be followed, we recommend using this as a guideline for this recommendation.

AC-2023-07.2 -

- a. Adding a glossary for the acronyms used within the report.
- b. Speaking to financial decisions or "anomalies" in the city's finances that need additional context (i.e., negative balance of \$27M for capital projects fund, bonds not being realized within a fiscal year, net position of different departments changing due to the operating environment [COVID-19])
- c. Ensure that the graphs and charts displayed are easy to follow and align to the narrative.
- d. The ability to have the PDFs of financial reports posted on the City's website must be searchable. The characters within the financial reports are not able to be recognized in its current submission.

Appendices

Referenced Documents..... 16

Acronyms..... 17



Referenced Documents

- [United States Government Accountability Office Standards for Internal Control in the Federal Government, GAO-14-704G, September 2014](#)
- [Audit Committee Worksheet](#)
- [FY23 Audited Financial Report](#)
- [FY23 SAS 114 Letter \(Those in Charge of Governance\)](#)
- [FY23 SAS 115 Letter \(Reporting on Internal Controls\)](#)
- [City Council Agendas and Meeting Minutes](#)
- [Audit Committee Agendas and Meeting Minutes](#)

Acronyms

AC

CAP

COH

COSO

ERP

FY

GAAP

GAAS

GAO

GAS

GASB

GL

JE

JV

MD&A

MW

RFP

SAS

YE

Definitions

Audit Committee

Corrective Action Plan

City of Hyattsville

Committee of Sponsoring Organizations

Enterprise Resource Planning

Fiscal Year

United States Generally Accepted Accounting Principles

United States Generally Accepted Auditing Standards

United States Government Accountability Office

Government Auditing Standards

Governmental Accounting Standards Board

General Ledger

Journal Entry

Journal Voucher

Management Discussion & Analysis

Material Weakness

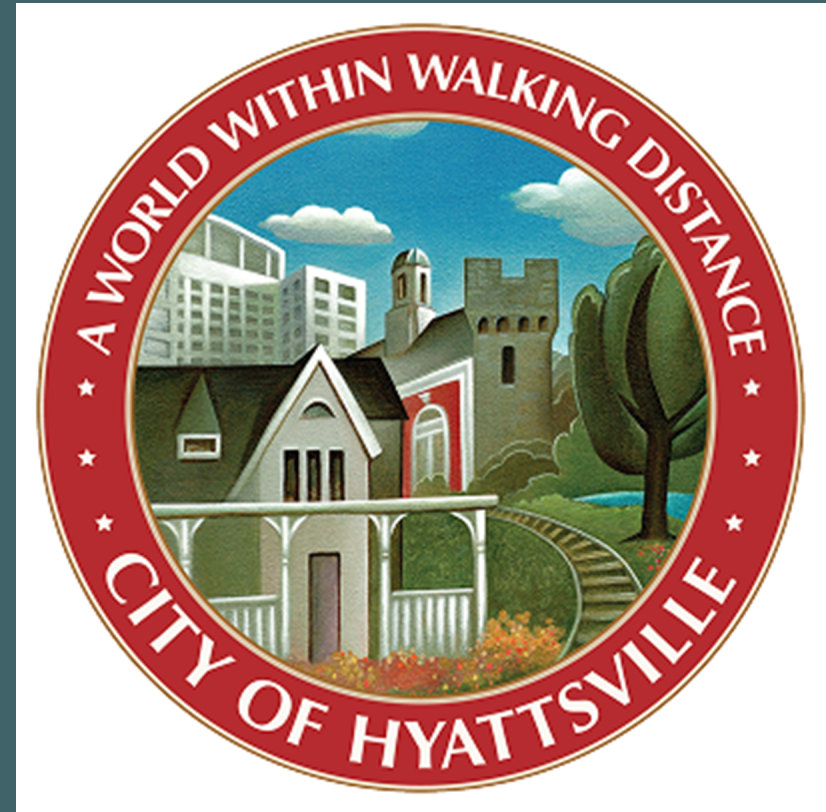
Request for Proposal

Statement of Auditing Standards

Year-end



City of Hyattsville Audit Committee Report: FY23 Audited Financial Statements and Related Documents



Agenda

Audit Committee
Background

Results:
Independent Auditor

Audit Committee
Findings & Recommendations

Key Takeaways &
Future Success



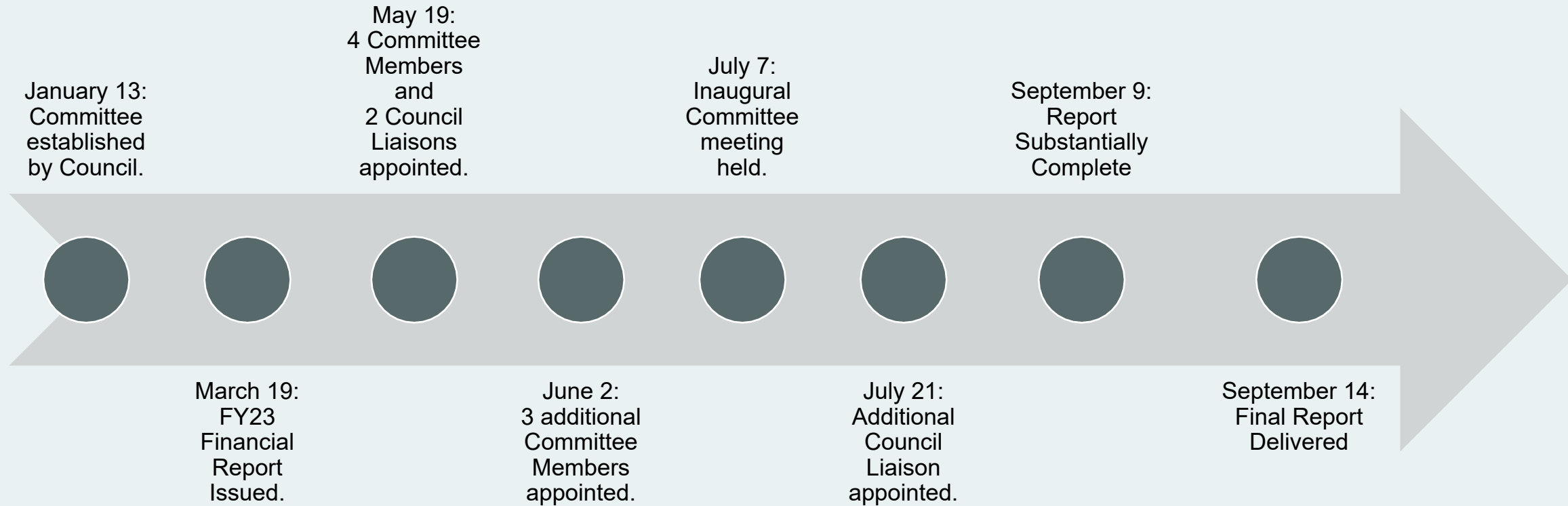
Audit Committee Mission

- Ensure that the City fulfills its responsibilities for accountability to the local community, and that it meets the expectations of partners, regulators, and other stakeholders.
- The Committee seeks to encourage continuous improvement of and foster adherence to City policies, procedures, and practices to safeguard the integrity of the City's financial statements.

Audit Committee Task



Audit Committee 2025 Timeline



Documents Subject to Review

1. The Fiscal Year (“FY”) 2023 City Financial Report and respective Audit Report.
2. FY23 Those Charged with Governance Letter (SAS 114 Letter).
3. FY23 Reporting on Internal Controls Letter (SAS 115 Letter).
4. City Policies and Procedures.



Results

Independent Auditor's of the FY23 City of Hyattsville Financial Statements



Congratulations City of Hyattsville Staff!

Unqualified (“clean”) opinion on the FY23 Financial Statements.

Other Results from the Independent Auditor

- A material weakness: “2022-001 - Timely and Accurate Financial Reporting”
 - City’s FY23 Financial Statements were not filed timely with the State government
- Two [non-trivial] misstatements corrected by the City prior to:
 1. Long-term debt
 2. Due to/from accounts.
- The only instance of noncompliance is 2022-001 noted above.

Findings & Recommendations

City of Hyattsville Audit Committee



Recommendation Categories

Financial
Reports to
Council

Project
Management
Plans

Corrected
Misstatements

Risk
Assessment

Automation

MD&A Section

The Material Weakness:
Timely Financial Reporting

Recommendations Detail

City of Hyattsville Audit Committee

Note Criteria, Cause, and Effect not included in this Presentation

Recommendation AC-2023-01: Steps Towards Timely Financial Reports

Summarized Condition:
The report date for the fiscal year ended, June 30, 2023 was March 19, 2025.

Recommendation AC-2023-01: Steps Towards Timely Financial Reports (cont.)

AC-2023-01.1

- Monitor performance in FY26 to assess whether new roles and software have been sufficient, or whether additional resources are needed.
- Request assessment on the implementation of the new ERP and establish a workplan for migration or a new RFP by the end of 2027. Update and allocate additional resources or prepare RFP for ERP that more adequately serves the city's needs.

AC-2023-01.2

- Develop a detailed project management plan for the month end close.

AC-2023-01.3

- Shorten the month end close period to 10 business days 7
- The report detail 5 steps to achieve this.

AC-2023-01.4

- Develop a detailed project management plan for the annual report process.
- Include quantification of annual/year-end specific entries and top-side entries.

Recommendation AC-2023-02: Address Misstatements Prior to Identification by the Auditor

Summarized Condition:
Management's process failed to prevent, detect, or correct misstatements prior to identification by the auditor.

AC-2023-02.1

- City develop a corrective action plan to identify the root cause of why the misstatements occurred.
- Develop process to prevent, detect, and correct misstatements in related accounts.

Recommendation AC-2023-03: Timely Internal Financial Reports to Council

Summarized
Condition:
Interim financial
reports are not being
provided to Council

AC-2023-03.1

- Council and management determine in advance a schedule for interim financial statements to be provided on at least a quarterly basis, beginning no later than calendar 2027.

AC-2023-03.2

- Council holds management accountable for the provision of timely interim financial statements.

AC-2023-03.3

- Council and management monitor performance in FY26 to determine whether additional resources are needed for the Finance Department.

Recommendation AC-2023-04: Capital Asset Thresholds and Useful Lives

Summarized Condition:
The Capitalization threshold
(\$2,500) too low.
Additionally, the useful lives of
may be too high (e.g., vehicle
useful lives are 10 years).

AC-2023-04.1

- Review and adjust the capitalization threshold.

AC-2023-04.2

- Review and update established useful lives of capital assets.

AC-2023-04.2

- Quantify and adjust fully depreciated assets as well as assets that are no longer in service but still labeled as a capital asset.

Recommendation AC-2023-05: Corrective Action Plans

Summarized Condition:
To sufficiently address the root cause of these items, a more detailed corrective action plan beyond hiring additional staff is warranted.

AC-2023-05.1

- Develop a Corrective Action Plan (“CAP”) that specifically addresses:
 - 1. the material weakness.
 - 2. process in which the corrected misstatements occurred.
 - 3. Audit Committee recommendations.
- Include a root cause of the condition
- Include a thorough timeline for implementing
Provide to City Council and the Audit Committee for review.

Recommendation AC-2023-06: General Ledger Reconciliations

Summarized Condition:
There is not a timeline
for other general ledger
accounts to be
reconciled.

AC-2023-06.1

- Perform monthly reconciliations for all general ledger accounts that meet a certain threshold.

Recommendation AC-2023-07: Improvements to the MD&A

Summarized Condition(s):
Improvements to the
Management Discussion &
Analysis (MD&A) to provide
additional information and
accessibility to the reader.

AC-2023-07.1

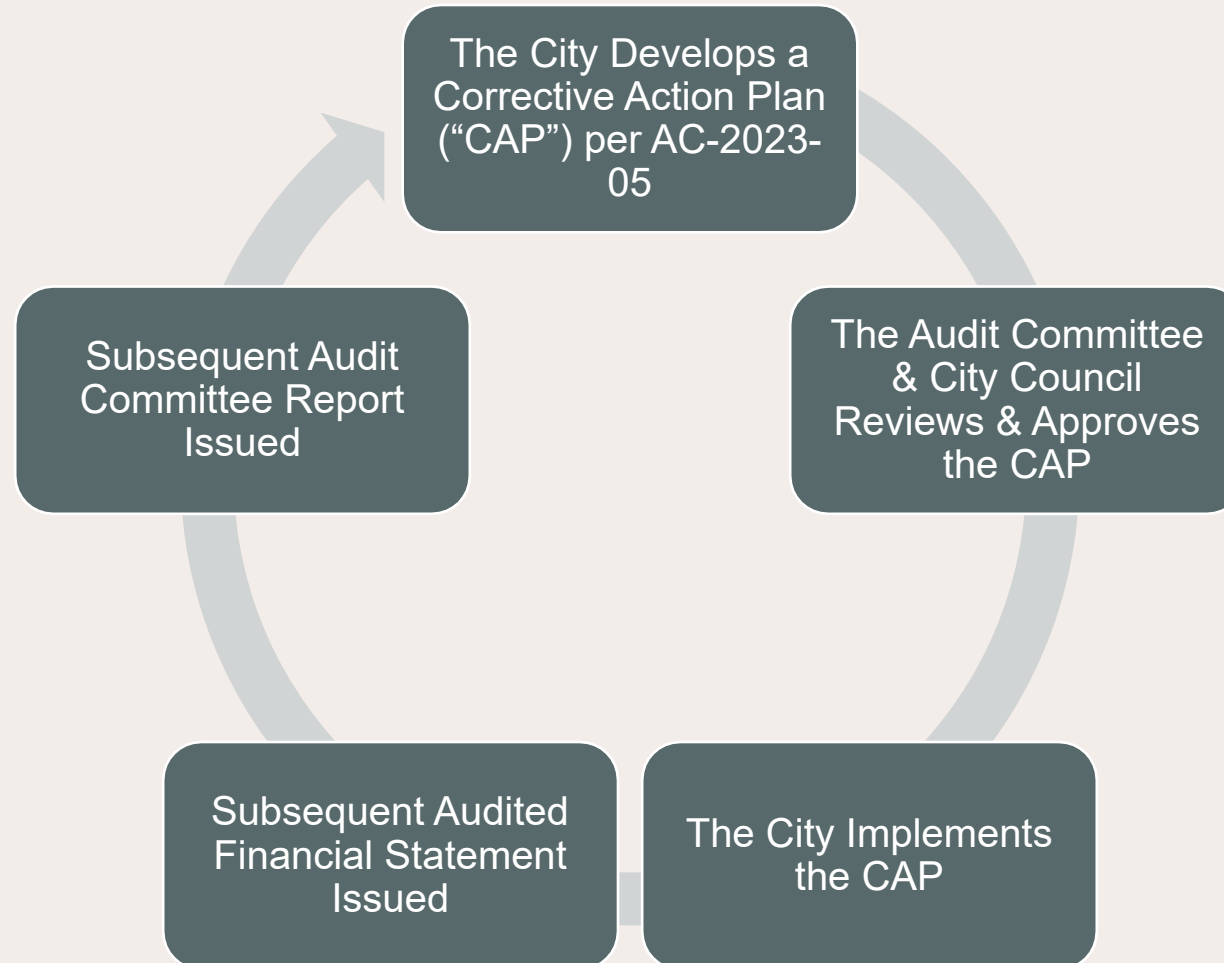
- Clearly depict long term financial trends
- Adding select “Indicators of Financial Condition”

AC-2023-07.2

- a. Adding a glossary of acronyms
- b. Speaking to financial decisions or “anomalies.”
- c. Easy to follow graphs and charts that align with the narrative.
- d. Searchable PDFs.

Key Takeaways & Future Success

Key Takeaways & Future Success



Thank
You



Appendices

Audit Committee Roster

Daniel Lange, CPA	Ward 2	Chair
Colin Eustis	Ward 4	Vice Chair
Nancy Hammond	Ward 2	Record Keeper
Stanislaw Rzeznik	Ward 2	Voting Member
Glenn Robelen	Ward 2	Voting Member
Jennifer Kubit	Ward 4	Voting Member
Daniel Amador Renard	Ward 5	Voting Member
Emily Strab	Ward 2	Council Liaison
Danny Schaible	Ward 2	Council Liaison
Kareem Redmond	Ward 3	Council Liaison

Referenced Documents

- [United States Government Accountability Office Standards for Internal Control in the Federal Government, GAO-14-704G, September 2014](#)
- [Audit Committee Worksheet](#)
- [FY23 Audited Financial Report](#)
- [FY23 SAS 114 Letter \(Those in Charge of Governance\)](#)
- [FY23 SAS 115 Letter \(Reporting on Internal Controls\)](#)
- [City Council Agendas and Meeting Minutes](#)
- [Audit Committee Agendas and Meeting Minutes](#)

City Council
October 6, 2025

Submitted by: Shakira Louimarre

Submitting Department: Administration

Agenda Section: Proclamations

Item Title:

Proclamation for Domestic Violence Awareness Month

Suggested Action:

I move the Mayor and Council adopt the proclamation celebrating October 2025 as Domestic Violence Awareness Month.

Legal Review Required?

N/A

Summary Background:

Domestic Violence Awareness Month is a nationwide initiative observed annually in October to recognize the impact of domestic and intimate partner violence, support survivors, and work toward prevention.

Next Steps:

Adopt proclamation.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend approval.

Community Engagement:

Strategic Goals:

Goal 5 – Strengthen the City’s Identity as a Diverse, Creative, and Welcoming Community

CITY OF HYATTSVILLE

PROCLAMATION

RECOGNIZING OCTOBER 2025 AS DOMESTIC VIOLENCE AWARENESS MONTH IN THE CITY OF HYATTSVILLE

This proclamation recognizes that all Hyattsville residents deserve to live a life free from violence and abuse. Through this proclamation, we pledge to ensure that survivors of domestic violence (DV) and intimate partner violence (IPV) know that they are not alone and that our community is here to support them as they move forward to enjoy full and healthy lives.

WHEREAS, October is recognized nationally as Domestic Violence Awareness Month (DVAM), with the 2025 DVAM theme as 'With Survivors, Always'; an exploration of what it means to be in partnership with survivors toward safety, support, and solidarity; and

WHEREAS, domestic violence is a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner, The City of Hyattsville recognizes the damaging effects of this violence are profound; and

WHEREAS, anyone can be a victim of domestic violence regardless identity or status; on average, 1 in 3 women and 1 in 4 men in the State of Maryland have experienced some form of physical violence by an intimate partner, with the effects of this violence extending to children who witness it and who are more likely to repeat such acts as adults, perpetuating a cycle of abuse; and

WHEREAS, DVAM provides an excellent opportunity for our community to help end this cycle, learn more about intimate partner violence prevention, and show support for many organizations and individuals providing critical advocacy, services, and assistance to its survivors;

NOW, THEREFORE BE IT RESOLVED, that the City Council, staff, and residents recognize October 2025 as Domestic Violence Awareness Month in the City of Hyattsville, as we work together to eliminate domestic and intimate partner violence from our community.

Robert Croslin

Mayor, City of Hyattsville

October 6, 2025



City Council
October 6, 2025

Submitted by: Shakira Louimarre
Submitting Department: Administration
Agenda Section: Proclamations

Item Title:
Proclamation for National Disability Employment Awareness Month

Suggested Action:
I move the Mayor and Council adopt the proclamation celebrating October 2025 as National Disability Employment Awareness Month.

Legal Review Required?
N/A

Summary Background:
National Disability Employment Awareness Month (NDEAM) is celebrated every October to recognize the valuable contributions of workers with disabilities and to promote inclusive, supportive workplaces. Led by the U.S. Department of Labor's Office of Disability Employment Policy (ODEP), NDEAM encourages employers to hire people with disabilities and educate the public about disability history and the importance of full participation in the workforce.

Next Steps:
Adopt proclamation

Fiscal Impact:
N/A

City Administrator Comments:
Recommends approval.

Community Engagement:

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

CITY OF HYATTSVILLE

PROCLAMATION

CELEBRATING OCTOBER 2025 AS NATIONAL DISABILITY EMPLOYMENT AWARENESS MONTH IN THE CITY OF HYATTSVILLE

This proclamation shares the U.S. Department of Labor’s vision of “Access to Good Jobs for All” as we celebrate October 2025 as National Disability Employment Awareness Month (NDEAM). In this way, the City of Hyattsville recognizes the vital role that residents and city staff with disabilities play in our community daily.

WHEREAS, the purpose of National Disability Employment Awareness Month is to educate about disability employment issues and celebrate the many and varied contributions of America's workers with disabilities; and

WHEREAS, The U.S Department of Labor has chosen the 2025 NDEAM theme of “Celebrating Value and Talent”, which focuses on recognizing the many contributions that people with disabilities make to American workplaces and the economy; and

WHEREAS; the City of Hyattsville recognizes that residents and staff with disabilities, both seen and unseen, enrich our society and workforce at local and national levels, it is a sobering reality that working-age disabled women and men have significantly lower employment rates than their counterparts without disabilities; and

WHEREAS our city is proud to be a welcoming community that strives to accommodate the needs of all residents, visitors, and employees, and is committed to raising awareness about the issues important to Americans with disabilities.

NOW, THEREFORE BE IT RESOLVED, that the City Council, staff, and residents renew our dedication to fostering equal access and demonstrating commitment to full inclusion of people with disabilities; We recognize and celebrate October 2025 as National Disability Employment Month in the City of Hyattsville.

Robert Croslin

Mayor, City of Hyattsville

October 6, 2025



City Council
October 6, 2025

Submitted by: Shakira Louimarre

Submitting Department: Administration

Agenda Section: Proclamations

Item Title:

Proclamation for Breast Cancer Awareness Month

Suggested Action:

I move the Mayor and Council adopt the proclamation celebrating October 2025 as Breast Cancer Awareness Month.

Legal Review Required?

N/A

Summary Background:

Breast Cancer Awareness Month is an annual international health campaign recognized every October to increase awareness of the disease and raise funds for research into its cause, prevention, diagnosis, treatment, and cure.

Next Steps:

Adopt proclamation.

Fiscal Impact:

N/A

City Administrator Comments:

Recommends approval.

Community Engagement:

Strategic Goals:

Goal 5 – Strengthen the City’s Identity as a Diverse, Creative, and Welcoming Community

CITY OF HYATTSVILLE

PROCLAMATION

RECOGNIZING OCTOBER 2025 AS BREAST CANCER AWARENESS MONTH IN THE CITY OF HYATTSVILLE

This proclamation recognizes the courage of those who have fought, are fighting, or will fight breast cancer in their lifetime. It also honors those who have lost their lives to the disease.

WHEREAS, breast cancer is the most diagnosed cancer among women worldwide, and the City of Hyattsville is committed to raising awareness about breast cancer and the impact it has on our loved ones, friends, colleagues, and community members; and

WHEREAS, Breast Cancer Awareness Month is an opportunity to educate the public about breast cancer, support those affected by this disease, and honor the memory of those lost to breast cancer; and

WHEREAS, regular screenings, self-examinations, and early detection are key factors in improving survival rates and treatment outcomes for individuals with breast cancer regardless of gender; and

WHEREAS, our city is committed to bolstering initiatives that enhance education, encourage prevention and treatment, and support survivors and their families throughout their journey.

NOW, THEREFORE BE IT RESOLVED, that we acknowledge the importance of raising awareness of breast cancer in our community as we work to support survivors, those currently battling breast cancer, and those who might detect it in its early stages, and that we recognize October 2025 as Breast Cancer Awareness Month in the City of Hyattsville.

Robert Croslin

Mayor, City of Hyattsville

October 6, 2025



City Council
October 6, 2025

Submitted by: Shakira Louimarre

Submitting Department: Administration

Agenda Section: Proclamations

Item Title:

Proclamation for National Code Compliance Month

Suggested Action:

I move the Mayor and Council adopt the proclamation celebrating October 2025 as National Code Compliance Month.

Legal Review Required?

N/A

Summary Background:

National Code Compliance Month is a nationwide observance held each October, dedicated to raising awareness about the importance of code compliance in protecting health, safety, and quality of life in communities.

Next Steps:

Adopt proclamation.

Fiscal Impact:

N/A

City Administrator Comments:

Recommends approval.

Community Engagement:

Strategic Goals:

Goal 5 – Strengthen the City’s Identity as a Diverse, Creative, and Welcoming Community

CITY OF HYATTSVILLE

PROCLAMATION

RECOGNIZING OCTOBER AS NATIONAL CODE COMPLIANCE MONTH IN THE CITY OF HYATTSVILLE

This proclamation acknowledges National Code Compliance Month in the City of Hyattsville as a time to express appreciation for the dedication and service of individuals who serve as our Code Compliance Officers.

WHEREAS, the Office of Code Compliance works to ensure that Hyattsville remains a safe and pleasant place to live, visit and work, through the enforcement of local codes or ordinances related to various issues of building, licensing, housing, environmental, health and life safety; and

WHEREAS, Code Compliance Officers can have challenging and demanding jobs, yet often do not receive due recognition for their essential roles in improving living and working conditions for residents and businesses locally; and

WHEREAS, Code Compliance Officers also tend to have highly visible roles in the communities they serve and are daily called upon to provide quality customer service and excellence to the residents and businesses of these communities.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Council proclaim the month of October 2025 to be National Code Compliance Month and call upon residents to join in celebrating City of Hyattsville Code Compliance staff.

Robert Croslin

Mayor, City of Hyattsville

October 6, 2025



City Council
October 6, 2025

Submitted by: Shakira Louimarre

Submitting Department: Administration

Agenda Section: Proclamations

Item Title:

Proclamation for Indigenous People's Day

Suggested Action:

I move the Mayor and Council adopt the proclamation celebrating October 13, 2025 as Indigenous People's Day.

Legal Review Required?

N/A

Summary Background:

Indigenous Peoples' Day is a U.S holiday celebrated annually on the second Monday in October which honors Indigenous people native to the Americas and commemorates their histories and cultures.

Next Steps:

Adopt proclamation.

Fiscal Impact:

N/A

City Administrator Comments:

Recommends approval.

Community Engagement:

Strategic Goals:

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

CITY OF HYATTSVILLE

PROCLAMATION

RECOGNIZING OCTOBER 13, 2025, AS INDIGENOUS PEOPLE'S DAY IN THE CITY OF HYATTSVILLE

This proclamation recognizes Indigenous People's Day in the City of Hyattsville as a day to honor, educate, and reflect on Native American's history and culture and their contributions to the United States.

WHEREAS, the City of Hyattsville is built on the ancestral homelands of the Indigenous Peoples of this region; including the Piscataway and Nacotchtank (Anacostan) people, who were the first inhabitants and caretakers of these lands and waters; and

WHEREAS, the City of Hyattsville recognizes that Indigenous people were present in the Americas and the lands currently incorporated as the City of Hyattsville, long before colonization of the Americas began; and

WHEREAS, it is recognized that United States Federal and State policies systematically sought to assimilate and displace Native people and eradicate Native cultures; and

WHEREAS, Indigenous People's Day serves as an opportunity to promote reconciliation and healing between Indigenous and non-Indigenous communities by honoring Indigenous peoples and their experiences; and encouraging public policy, dialogue, understanding, and partnerships aimed at addressing historical injustices.

NOW, THEREFORE BE IT RESOLVED, The City of Hyattsville that the City Council, staff, and residents recognize October 13, 2025 as Indigenous People's Day in acknowledgement of Indigenous peoples' resilience and strength as well as the immeasurable positive contribution that they have given to the City of Hyattsville.

Robert Croslin

Mayor, City of Hyattsville

October 6, 2025



City Council
October 6, 2025

Submitted by: Shakira Louimarre

Submitting Department: Administration

Agenda Section: Proclamations

Item Title:

Proclamation for Economic Development Week

Suggested Action:

I move the Mayor and Council adopt the proclamation celebrating October 20, 2025 to October 24, 2025 as Economic Development Week.

Legal Review Required?

N/A

Summary Background:

Economic Development Week is the annual observance organized by the Maryland Economic Development Association (MEDA), which emphasizes the importance of economic development for the State of Maryland. The week is designed to increase understanding of economic development's contribution to the state's business climate, job retention and growth, the tax base, and the overall quality of life in Maryland.

Next Steps:

Adopt proclamation.

Fiscal Impact:

N/A

City Administrator Comments:

Recommends approval.

Community Engagement:

Strategic Goals:

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

CITY OF HYATTSVILLE

PROCLAMATION

RECOGNIZING THE WEEK OF OCTOBER 20 - 24, 2025 AS ECONOMIC DEVELOPMENT WEEK IN THE CITY OF HYATTSVILLE

WHEREAS, economic growth and development here defined is not merely tax incentives or real estate transactions; it is about transforming lives through the improvement of the economic well-being and quality of life of community members; and

WHEREAS, the City of Hyattsville Office of Community and Economic Development is an active member of the Maryland Economic Development Association (MEDA), a nonprofit organization established in 1961 whose mission is to enhance the knowledge and skills of its members, encourages partnerships and networking among people committed to bringing jobs and capital to Maryland, and promotes economic development as an investment in Maryland; and

WHEREAS, MEDA members promote the economic well-being of Maryland by working to improve the State's business climate and the professionalism of those in the field of economic development, including other professionals with an interest in the economy of Maryland, and through its regular meetings, special programs, and projects, members address diverse issues; and

WHEREAS, the economic growth and stability of the State affects all regions and jurisdictions of Maryland, and the City of Hyattsville is an important component of the State's economic success; and

NOW, THEREFORE BE IT RESOLVED, that our City Council hereby proclaims the week of October 20 – 24, 2025, to be Economic Development Week in the City of Hyattsville.

Economic Development Week in Maryland highlights the investment in partnerships that strengthen our competitiveness in Hyattsville and asks all to join us to recognize and reaffirm the importance of business development locally and statewide.

Robert S. Croslin

Mayor, City of Hyattsville

October 6, 2025



City Council
October 6, 2025

Submitted by: Nate Groenendyk
Submitting Department: Administration
Agenda Section: Proclamations

Item Title:
Proclamation Honoring the 10th Anniversary of the Hyattsville Zombie Run

Suggested Action:
I move the Mayor and Council adopt the proclamation honoring the 10th anniversary of the Hyattsville Zombie Run.

Legal Review Required?
N/A

Summary Background:
The Hyattsville Zombie Run is a fun, family-friendly event organized annually by volunteers of the Hyattsville Elementary School PTA. The event includes three races: a 1K Family Fun Run, a 1 Mile Kids Run, and a USATF-certified 5K, all of which raise funds for neighborhood schools. This year marks the 10th anniversary of the Zombie Run.

Next Steps:

Fiscal Impact:

City Administrator Comments:

Community Engagement:

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

CITY OF HYATTSVILLE

PROCLAMATION

HONORING THE 10th ANNIVERSARY OF HYATTSVILLE ZOMBIE RUN

WHEREAS, the first Hyattsville Zombie Run took place in 2016; and

WHEREAS, the Hyattsville Zombie Run is an annual community event with 1K, 1 mile, and 5K races that takes place in Driskell Park to raise funds for local schools; and

WHEREAS, the Hyattsville Elementary School PTA and over 100 volunteers from Hyattsville and neighboring communities work together to put on the race; and

WHEREAS, the race has grown to nearly 1,300 participants and more than 35 sponsorships from local businesses and organizations; and

WHEREAS, the City of Hyattsville has been an official sponsor of the race each year, providing critical support to ensure the success of the event; and

WHEREAS, the Hyattsville Zombie Run has raised over \$250,000 since it began, with all funds going directly to support students at local schools.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council hereby honor the 10th anniversary of the Hyattsville Zombie Run and celebrate the great tradition it has become in bringing the community together in support of local youth.

Robert Croslin

Mayor, City of Hyattsville

October 6, 2025



City Council
October 6, 2025

Submitted by: Quianna Taylor
Submitting Department: City Clerk
Agenda Section: Appointments

Item Title:
Appointments to the Code Compliance Committee

Suggested Action:
I move the Mayor and Council approve the reappointments of Jamie Bean (Ward 1) and Stacy Dennerly (Ward 2) to the Code Compliance Committee for a term of two years, to end on October 6, 2027.

Legal Review Required?
N/A

Summary Background:
See the attached documents. The committee staff liaison will reach out about the next scheduled meeting.

Next Steps:
The committee staff liaison will reach out about the next scheduled meeting.

Fiscal Impact:
N/A

City Administrator Comments:
Recommend support.

Community Engagement:
Committee meetings are open to the public, and community members are encouraged to attend. Agendas are posted on the City website.

Strategic Goals:
Goal 1 – Ensure Transparent and Accessible Governance

Board, Committee and Commission Application**Profile**

Jamie

Bean

First Name

Last Name

Email Address

Street Address

Suite or Apt

Hyattsville

MD

20781

City

State

Postal Code

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

*



Ward 1

Primary Phone

Alternate Phone

Which Boards would you like to apply for?**Code Compliance Advisory Committee: For Review Referred By:**

Please provide a brief background statement including why you want to serve on a committee. This statement may be posted on the City's website.

I have lived in Hyattsville since 2013 and am constantly amazed at the sense of community that exists here. The pandemic made this fact even more evident than it already was. Our neighborhood came together to support and be there for each other as well as to share resources and information. I have gotten so much out of living here so I want

to give back and provide a voice for the people in my neighborhood. Volunteering for committees that help shape policy on city code, planning and development seems to be a good start in helping make this great city we live in even better!

Jamie Bean

Board, Committee, and Commission Application

Profile

Stacy

First Name

Dennerly

Last Name

Preferred Pronouns

☒ She, her, hers

Email Address

Committee Stipend Program - *Members Receive a Stipend of \$40 per Meeting Attended*

Upon appointment to a committee, you are automatically enrolled into the stipend program but in order to receive your payment you must complete and submit a W-9 form. The W-9 form will be emailed to committee members upon confirmation of your appointment.

Please enter your address below.

Many, but not all, of our committees require residency within the incorporated City limits of Hyattsville. To check your residency status, please visit the map: [City Residency Map](#)

Committees that accept applications from individuals residing outside of the incorporated City limits are listed below:

- Audit Committee (a majority of the voting committee members must be residents of the City)
- Education Advisory Committee (at least 50% + 1 of sitting committee members must be residents of the City)
- Educational Facilities Task Force (up to one non-City resident appointment)
- Race and Equity Task Force (up to one-non City resident appointment)

Street Address

Suite or Apt

City

State

Postal Code

Which Boards would you like to apply for?

Code Compliance Advisory Committee: Appointed

Do you currently serve on this committee and are applying for re-appointment?

☐ Yes ☒ No

If you selected more than one Board/Committee of interest, please indicate your first choice below.

To find your City Ward, click on this link! [City Residency Map](#)

Please select your ward from the drop down list below. *

☒ Ward 2

Primary Phone

Referred By:

Please provide a brief background statement including why you want to serve on the committee/s for which you are applying. This statement may be posted on the City's website.

I've used the Code Compliance Committee to help resolve code violation issues with my neighbors. They were quick to respond, friendly, and achieved fast results. The committee provides essential services that keep the City clean, safe, and attractive to new residents.

Please describe your experience with government, business, municipal finance or accounting, including an understanding of generally accepted accounting principles (GAP) and financial statements, auditing, or analyzing financial statements, and experience with internal accounting controls.

City Council
October 6, 2025

Submitted by: Quianna Taylor
Submitting Department: City Clerk
Agenda Section: Appointments

Item Title:
Appointment to the Planning Committee

Suggested Action:
I move the Mayor and Council approve the appointment of Audrey Johnson (Ward 5) to the Planning Committee for a term of two years, ending on October 6, 2027.

Legal Review Required?
N/A

Summary Background:
See the attached applications. The committee staff liaison will reach out about the next scheduled meeting.

Next Steps:
The committee staff liaison will reach out about the next scheduled meeting.

Fiscal Impact:
N/A

City Administrator Comments:
Recommend support.

Community Engagement:
Committee meetings are open to the public, and community members are encouraged to attend. Agendas are posted to the City website.

Strategic Goals:
Goal 1 – Ensure Transparent and Accessible Governance

City of Hyattsville Board, Committee, and Commission Application

06/18/2025 10:05 AM (EDT)



City of Hyattsville Board, Committee, and Commission Application

Application Date	06/18/2025
First Name	Audrey
Last Name	JOHNSON
Preferred Pronouns	She, her, hers

Committee Stipend Program - Members Receive a Stipend of \$40 per Meeting Attended

Upon appointment to a committee, you are automatically enrolled into the stipend program but in order to receive your payment you must complete and submit a W-9 form. The W-9 form will be emailed to committee members upon confirmation of your appointment.

Please enter your address below.

Many, but not all, of our committees require residency within the incorporated City limits of Hyattsville. To check your residency status, please visit the map: [City Residency Map](#)

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- Education Advisory Committee (at least 50% + 1 of sitting committee members must be residents of the City)
- Educational Facilities Task Force (up to one non-City resident appointment)
- Race and Equity Task Force (up to one-non City resident appointment)

City	HYATTSVILLE
State	Maryland

Do you currently serve on this committee and are applying for re-appointment?	No
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Board/Committee of Interest - First Choice	Planning Committee
--	--------------------

Board/Committee of Interest - Second Choice	Police & Public Safety Citizens' Advisory Committee
---	---

[Planning Committee](#)

[Police & Public Safety Citizens' Advisory Committee](#)

Please select your ward from the drop down list below.	Ward 5
--	--------

Referred By:	Joseph Soloman
--------------	----------------

Please provide a brief background I am an avid runner, reader, traveler, and a Certified Fundraising Executive with

statement including why you want to serve on the committee/s for which you are applying. This statement may be posted on the City's website.

more than 20 years of experience generating revenue for local, national, and international nonprofit organizations.

Rooted in a lifelong commitment to community service, I have served on boards of directors, government task forces, and advisory groups, advocating for causes I care deeply about and helping to elevate the voices of underrepresented communities.

Since choosing Hyattsville as my home in 2022, I've been eager to contribute to shaping a city that is inclusive, vibrant, and livable for all. My educational background in business and law, combined with decades of nonprofit leadership, equips me with a strategic mindset, collaborative spirit, and equity-centered lens that I believe would be an asset to the Planning Committee.

I am motivated to serve not only to contribute my skills and insights but also to build stronger connections with my neighbors and deepen my roots in this dynamic and welcoming community.

Signature Date

06/18/2025

City Council
October 6, 2025

Submitted by: Quianna Taylor
Submitting Department: City Clerk
Agenda Section: Appointments

Item Title:
Appointment to the Ethics Commission

Suggested Action:
I move the Mayor, with Council approval, appoint Octavia Clapp (Ward 3) to the Ethics Commission for a term of three (3) years to end on October 6, 2028.

Legal Review Required?
N/A

Summary Background:
Please see the attached application.

Next Steps:
Staff liaisons for the Ethics Commission will reach out to the appointee to invite them to attend the next meeting

Fiscal Impact:
N/A

City Administrator Comments:
Recommend approval.

Community Engagement:
Agendas for all committee meetings are posted on the City website, and residents are encouraged to attend.

Strategic Goals:
Goal 1 – Ensure Transparent and Accessible Governance

City of Hyattsville Board, Committee, and Commission Application

08/12/2025 8:24 PM (EDT)



City of Hyattsville Board, Committee, and Commission Application

Application Date	08/12/2025
First Name	Octavia
Last Name	Clapp
Preferred Pronouns	She, her, hers

Committee Stipend Program - Members Receive a Stipend of \$40 per Meeting Attended

Upon appointment to a committee, you are automatically enrolled into the stipend program but in order to receive your payment you must complete and submit a W-9 form. The W-9 form will be emailed to committee members upon confirmation of your appointment.

Please enter your address below.

Many, but not all, of our committees require residency within the incorporated City limits of Hyattsville. To check your residency status, please visit the map: [City Residency Map](#)

Committees that accept applications from individuals residing outside of the incorporated City limits are listed below:

- Audit Committee (a majority of the voting committee members must be residents of the City)
- Education Advisory Committee (at least 50% + 1 of sitting committee members must be residents of the City)
- Educational Facilities Task Force (up to one non-City resident appointment)
- Race and Equity Task Force (up to one-non City resident appointment)

What Ward do you live in?	Ward 3
City	Hyattsville
State	MD

Do you currently serve on this committee and are applying for re-appointment?	No
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Board/Committee of Interest - First Choice	Ethics Commission
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Board/Committee of Interest - Second Choice	Health, Wellness and Recreation Advisory Committee
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[Health, Wellness and Recreation Advisory Committee](#)

Please select your ward from the drop down list below.	Ward 3
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Please provide a brief background statement including why you want to serve on the committee/s for I love listening to my fellow Americans, immersing myself in my community, and connecting people to resources so they can thrive. I am always curious about their

which you are applying. This statement may be posted on the City's website.	stories, perspectives, and needs. As a committee member, I want a chance to serve the people I care about so much.
What skills and experience will you bring to the Commission? Include any governmental experience, activities with civic and business organizations, accounting experience, or any other experience that would contribute to your effectiveness as a Commissioner.	I am a physicist by education and experience at the graduate level seeking an eventual PhD. I am meticulous, analytical, and tenacious. I write comprehensive manuals wherever I go (solutions manuals, technical manuals, lab manuals, and so on). I am great with numbers, spreadsheets, graphs, and am always eager to learn. As a physicist, I reviewed others' work and found published errors that might have consequences on future research, and I reported this to the publishing journal despite months of postponement, lengthy conversations, and discouragement from my boss (he knew the author). This is just one briefly described and oversimplified example where I have demonstrated a strong code of ethics. I believe those who take oaths ought to uphold their purported principles. I am also a Court Appointed Special Advocate (CASA) for youths in the foster care and/or juvenile justice systems. I bring empathy and a love of people to every position I enter. In this role I have written court reports, learned a great deal about specific types of courts, studied various mental health conditions including dissociation and PTSD, and upheld all ethical duties in my role. As a CASA I feel I am doing fulfilling work for people in my community. I was also a middle school teacher. I deeply value communicating to people at all levels of ability and understanding. As a CASA and as a teacher, TA, and tutor I have interacted with many people and seen the importance of outreach. Meeting people where they are and exchanging knowledge is one of my greatest passions. I love communicating science to the public, of all kinds, through all mediums. I love questions even — and perhaps especially — when I have to say “I don't know.” I taught both in-person and virtually. I volunteered in rural underserved areas in Nevada, including on reservations; I designed lesson plans under a grant specifically for this purpose. My lesson plans are still being used! I have given highly technical and highly accessible presentations alike. As a hobbyist animator and hobbyist graphic designer I have also made posters, logos, and presentations. I truly love that side of outreach, as well. One figure I created landed on the cover of a journal. At my Physics Department in Nevada, I was a member of Justice, Equity, Diversity, and Inclusion (JEDI) and I made all their logos and fliers. My professors have used my figures in their presentations, as well.
Signature Date	08/12/2025

City Council
October 6, 2025

Submitted by: Chloe Kauffman

Submitting Department: Community, Business, and Economic Development

Agenda Section: Consent Items

Item Title:

Zoning Variance Request V-37-25 - 3119 Madison St, Hyattsville

Suggested Action:

I move the City Council authorize the Mayor to send a letter of support to the Board of Zoning Appeals for the subject property at 3119 Madison St, Hyattsville, application #V-37-25; granting relief from Prince George's County Zoning Code section 27-4202(e)(2) Residential, Single-Family-65 (RSF-65) Zone, to validate existing conditions of the 6,170 sf net lot area and Section 27-11002(a) Front Yards of Dwellings, for a waiver of the location of a 10'x25' parking area.

Legal Review Required?

N/A

Summary Background:

The petitioner, Doris Young, has made an appeal to Prince George's County Board of Zoning Appeals (BZA) for a zoning variance to validate existing conditions of the net lot area and a variance for a waiver of the location of the proposed 10'x25' parking area.

Next Steps:

Send correspondence.

Fiscal Impact:

N/A

City Administrator Comments:

Community Engagement:

N/A

Strategic Goals:

Goal 3 – Promote a Safe and Vibrant Community



Memo

To: Tracey Douglas, City Administrator

From: Chloe Kauffman, City Planner; Jeff Ulysse, Dir. Of Community, Business and Economic Development

Date: September 10, 2025

Re: Zoning Variance Request V-37-25, 3119 Madison St, Hyattsville

Attachments: Application for Variance (Appeal No. V-37-25)
City of Hyattsville Variance Policy

The purpose of this memorandum is to provide the City Administrator with a briefing on the Zoning Variance request V-37-25, for the subject property located at 3119 Madison St, Hyattsville.

Summary of Variance Conditions:

The petitioner, Doris Young, has made an appeal to Prince George's County Board of Zoning Appeals (BZA) for a zoning variance to validate existing conditions of the 6,170 sf net lot area and a variance for a waiver of the location of the proposed 10'x25' parking area.

The requested variances are outlined in the table below:

Residential Use Table	Description	Variance Requested
Section 27-4202(e)(2)	Prescribes that each lot shall have a minimum net lot area of 6,500 square feet.	Variance of 330 square feet net lot area.
Section 27-11002(a)	Requests that no parking space, parking area, or parking surface other than a driveway no wider than its associate garage, carport, or other parking structure may be built in the front yard of a dwelling, except a "dwelling, townhouse" or "dwelling, multifamily", in the area between the front street line and the sides of the dwelling.	Waiver of the parking area location .

Property Description

The subject property, located in Queens Chapel Manor Subdivision in City Council Ward 4, was built in 1975. Situated on the corner of Madison St and 31st Pl, this fenced-in 6,170 sf lot includes a 1,092 single-family

MADISON STREET
(RECORDED AS MALLORY LANE)

31ST PLACE
(RECORDED AS LEGATION RD.)

5
S59°05'40"E 65.0'
A=273.5'
R=200.0'

3 ft fence
778.1'
29.1'±
Chimney
Por.
26.5'
#3113
2 STY BRK.
W/Bsmt.
26.5'
15'±
LOT
15
21'±
BRK. W/LK.
Ft. patio
10'
25'
NEW DRIVEWAY
10'±
1.1'
340'

Lot 14
N30°30'20"E
N69°00'50"W

Prince George's County, Maryland
Department of Permitting, Inspections and Enforcement
APPROVED PERMIT SET

The Department of Permitting, Inspections and Enforcement has completed a review of this document for code compliance. As required by State Code, the design professionals responsible for the preparation and content of this document must provide a recent copy of these documents with their engineering signature and date.

Case Name: QUEENS CHAPEL MANOR
Application Number: ST-00107-2025
Project Name: *Queen Kauffman*
Issuance Date: 06/26/25
Address: 3115 MADISON ST HYATTSVILLE MD 20785
Lot/Land Block/Lot Parcel: 15 H
— 31' Maximum Slope Allowed On Residential Property
— 7% Maximum Parking Pool Slope and 12% Maximum Driveway Slope
— 4.2% Maximum Slope Required On Yard or Lawn Areas, 10' to 10' Maximum Slope at 100' Yard or 100' Yard Building to Floorline.

DIANE KAUFFMAN
DPIE
STATE OF MARYLAND

OK FOR NEW 10'x25' DRIVEWAY AS SHOWN

COORDINATE W CITY OF HYATTSVILLE FOR APRON REQUIREMENTS

The subject property is required to adhere to regulations set forth under the RSF-65 zoning district. Prince George's County code section 27-4202(e)(2) states that parcels shall have a minimum net lot area of 6,500 sf for single-family detached dwellings. This 6,170 sf parcel does not meet this requirement. A variance of 330 sf to validate existing conditions of the lot area is requested. Additionally, a variance to waive the parking area location requirement is requested to permit the installation of a new, impervious, 10'x25' parking area in the front yard abutting 31st Pl.

Madison St and the subject property. Ordinarily, the City issues tree removal permits or considers removal only if the tree is diseased, dead or dying, or constitutes a hazard; none of which applies to the trees in question, making the construction of the parking area along Madison St inadvisable. Second, located on Madison St near the subject property, is a stop sign, as well as a City of Hyattsville “Residential Parking Zone” sign. As a result, no viable location for a parking area exists along the side yard of the subject property. Upon review, the proposed parking area located as delineated on the plat is appropriate; however, pursuant to section 68-9 in the City of Hyattsville Code, the proposed parking area will require a City of Hyattsville Driveway-Street Apron Permit prior to installation.



Figure 1: Street View from Madison St.

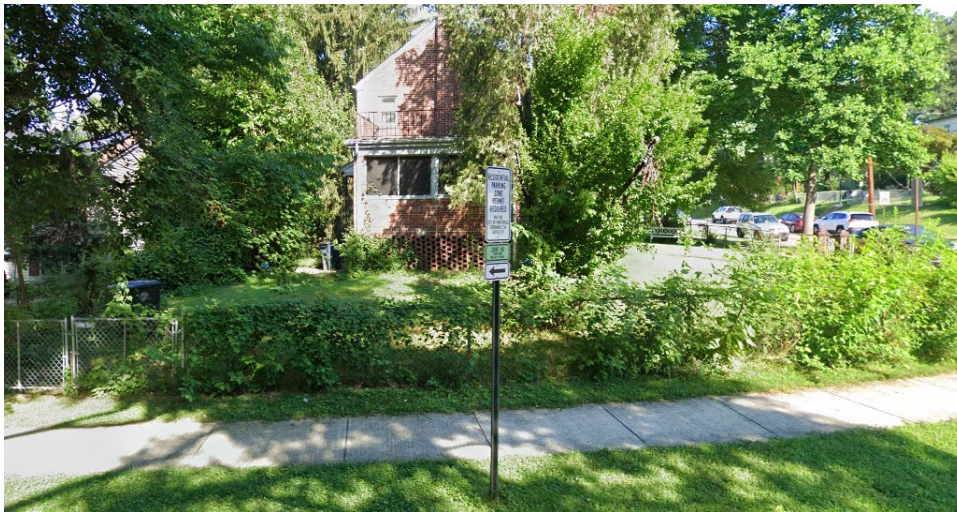


Figure 2: Street View from 31st Pl.

Recommendation

The City's Variance Policy states that "the City shall, as a matter of policy, provide letters of support for residents to document a 'non-conforming lot' as part of the normal permitting process for projects complying with all other aspects of zoning regulations, unless the matter at hand is the certification of a non-conforming use on a non-conforming lot."

Based on the above findings, staff recommends the City Council support variance application V-37-25 for the subject property located at 3119 Madison St, Hyattsville for the requested zoning relief related to the net lot area and parking area location.



City of Hyattsville

Zoning Variance Policy Statement and Variance Process

The Mayor and Council adopted the following City of Hyattsville Policy and Process for Zoning Variance Requests: City of Hyattsville Zoning Variance Policy Statement:

The City of Hyattsville affirms the role of the Prince George's County Planning Board zoning authority and "the purposes, intent, standards and design criteria set forth in the Zoning Ordinance and appropriate County policies."

The City of Hyattsville affirms the current zoning policy within the City limits and as a matter of policy does not support zoning variances as a normal business practice.

The City's support of a zoning variance ordinarily be granted only after the Mayor and City Council acknowledge that the granting of a variance:

1. remedies a unique situation that zoning did not anticipate;
2. remedies that which creates a significant hardship on the property-owner that can be documented and clearly demonstrated;
3. will result in benefits to the residents and improve the quality of the environment of the City.

Citizens requesting such support shall submit:

1. current plat of site with all existing conditions;
2. photos of all existing site conditions;
3. scale plans and elevations of existing conditions and proposed changes;
4. narrative description of the proposed changes, specifics of the zoning variance requirements and an explanation of how the zoning variance request responds to:
 - a. a unique situation that zoning did not anticipate;
 - b. a significant hardship on the property owner;
 - c. benefits to the residents and improve the environment of the City

The City shall as a matter of policy provide letters of support for residents to document a "non-conforming lot" as part of the normal permitting process for projects complying with all other aspects of zoning regulations, unless the matter at hand is the certification of a non-conforming use on a non-conforming lot. The standard for the support of the certification of a non-conforming use on a non-conforming lot would revert to the instant aforementioned requirements for City support of a zoning variance.

The City will not support variance requests for additional lot coverage when the intention of the request is to add off-street parking on the lot, except in extraordinary circumstances.

City of Hyattsville Zoning Variance Process

Requests for zoning variances shall be processed by the Office of Code Enforcement and reviewed by the staff for technical issues. The Office of Code Enforcement shall determine if the request complies with all of the requirements of City of Hyattsville Zoning Variance Policy or to document a "non-conforming lot". The Supervisor shall then issue a report for the City Administrator citing one of the following "Actions":

- A. The request for the City's support of the zoning variance does not comply with City's policy, Do Not Recommend Approval
- B. The request for the City's support of the zoning variance does comply with City's policy, Recommend Approval - Zoning Variance
- C. The request for the City's support of the zoning variance does comply with City's policy for "non-conforming lots", Recommend Approval - Non Conforming Lot

The City Administrator shall review the Office of Code Enforcement Supervisor's Report and determine which of the following actions is applicable and execute accordingly:

- A. Do Not Recommend Approval - The City Administrator shall draft a letter detailing the City's opposition for the proposed request for a zoning variance for the Mayor's consideration and signature. The City letter opposing the proposed request for a zoning variance shall be placed on the Consent Items Agenda for approval by the City Council.
- B. Recommend Approval - Zoning Variance - The City Administrator shall forward the Office of Code Enforcement Supervisor's Report for the proposed request for a zoning variance to the (Planning Committee for review and comment along with any other City staff comments) the Mayor and City Council for action.
- C. Recommend Approval - Non Conforming Lot - The City Administrator shall draft a letter detailing the City's support for the proposed request for a zoning variance for a "non-conforming lot" to the Mayor for his review and signature. The City letter supporting the proposed request for a zoning variance shall be placed on the Consent Items Agenda for approval by the City Council.

Adopted by the Mayor and Council on February 13, 2006

Amended by the Mayor and Council on October 3, 2011



BOARD of APPEALS

Zoning and Administrative

Wayne K. Curry Administration Building
1301 McCormick Drive, 3rd Floor
Largo Maryland 20774
(301) 952-3220
boardofappeals@co.pg.md.us

APPEAL NO. _____

Received Stamp

APPLICATION FOR A VIRTUAL VARIANCE

(USE BLACK INK ONLY)

PLEASE READ ALL INSTRUCTIONS BEFORE FILLING OUT APPLICATION

Owner(s) of Property Doris Young
(AS SHOWN ON DEED)
Address of Owner(s) 3119 Madison Street
City Hyattsville State MD Zip Code 20782
Telephone Number (home) 301/559-4831 (cell) 301/237-2461 (work) _____
E-mail address: doryou3@aol.com

Location and Legal Description of the Property involved:

Street Address 3119 Madison Street
City Hyattsville
Lot(s) 15 Block H Parcel _____
Subdivision Name 7500

Professional Service:

► Engineer ► Contractor ► Architect ► Permit Service: (circle one) **If none, use N/A:**

Business Name: _____ Phone Number: _____
Representative Name: N/A Email Address: _____
Address: ~~3119 Madison Street~~

Attorney representing applicant: If none, use N/A

Name: _____ Law Office of _____
Address: N/A
Email Address: _____ Phone Number: _____

All Legal Representatives must submit a letter of representation.

Homeowners/Citizens/Civic and/or Community Association. If none, use N/A:

Name: _____ *NA*

Address: _____

Municipality (Incorporated City/Town) If none, use N/A

Name *Hyattsville md*

PROPOSED WORK:

What will be or has been constructed on the property which has required a variance? _____

10 by 25 propose driveway
to face 31st street

For increase in fence height or wall height, please see below.

Security Exemption Plan Approval (Section 27-6610)

For increase in fences height or wall height over the allowable height indicated in Section 27-6603.

If none, use N/A:

Please indicate the requested increase in fence/wall height: _____

Reason for increase: *NA*

Has a Correction Order / Stop Work Order / Violation Notice been issued to the Property Owner regarding the subject property? If none, use N/A: *NA*

Correction Order: No _____ Yes _____ Stop Work Order: No _____ Yes _____

Violation Notice: No _____ Yes _____ No. # _____ Date Issued: _____

Inspector's Name: _____

A copy of any issued Order (all pages, front and back) must be provided to the Board. Do not submit Citations.

Do you need the services of a foreign language interpreter or sign language interpreter at your hearing? If none, use N/A:

Foreign Language Yes _____ No _____ Sign Language Yes _____ No _____

Foreign Language: _____ *NA*

SIGNATURE PAGE

No Electronic Signatures are permitted. Wet Signatures only.

Doris Young
Signature of Property Owner by deed

DORIS YOUNG
Legal Representative (Attorney)

DORIS YOUNG
Printed Name

6-5-2025
Date:

IMPORTANT:

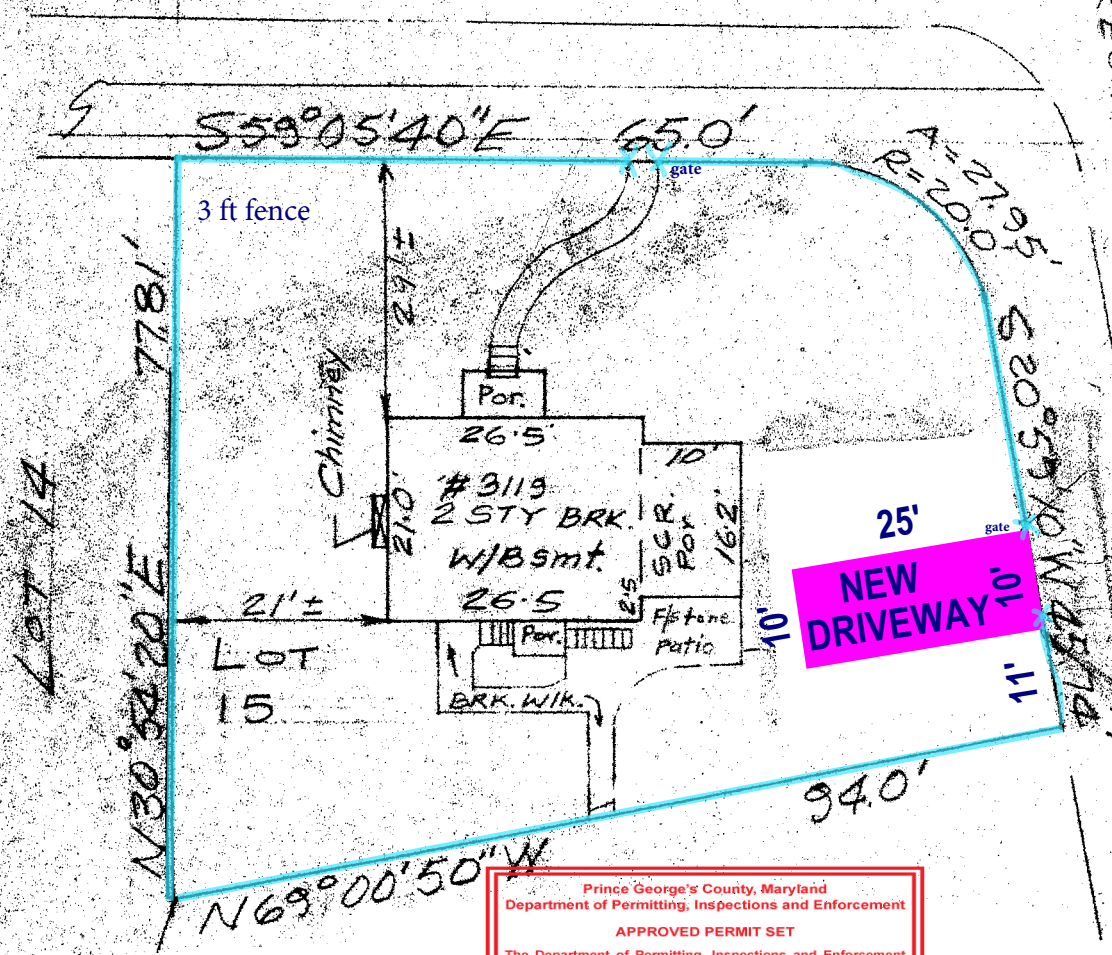
Failure to provide complete and accurate information on this application may delay or jeopardize consideration of the request. Applications on which all required information is not furnished will be returned for completion before processing. When complete, please forward completed application and documents to boardofappeals@co.pg.md.us

Approval of a variance is not a guarantee that further review will not be necessary by other governmental authorities. For further information regarding Board of Zoning Appeals policies and procedures, see Sections 27-3303, 27-3613 and 27-3616 of the County Zoning Ordinance and/or the Board's website at <http://pgccouncil.us/BOA>

MADISON STREET
(RECORDED AS MALLORY LANE)

31ST PLACE
(RECORDED AS LEGATION RD.)

ENGINEERS
SURVEYORS
PLANNERS



OK FOR NEW 10'x25' DRIVEWAY
AS SHOWN

COORDINATE W CITY OF
HYATTSVILLE FOR APRON
REQUIREMENTS

Prince George's County, Maryland
Department of Permitting, Inspections and Enforcement

APPROVED PERMIT SET

The Department of Permitting, Inspections and Enforcement has completed a review of this document for code compliance. As required by State Code, the design professional(s) responsible for the preparation and content of this document must provide a record copy of these documents with their original seal, signature and date.

Case Name: QUEENS CHAPEL MANOR
Application Number: SIT-00107-2025
Permit Number:
Issuance Date: 2/5/2025
Address: 3119 MADISON ST HYATTSVILLE MD 20782

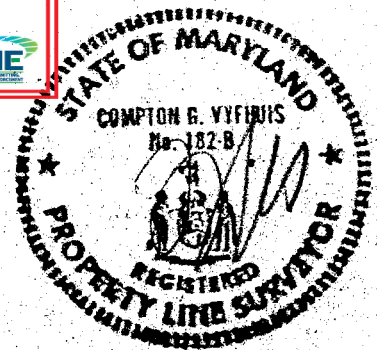
Lot(s), Block(s) and Parcel(s): 15 H

- 3:1 Maximum Slope Allowed On Residential Property.
- 7% Maximum Parking Pad Slope and 12% Maximum Driveway Slope.
- 2.5% Minimum Slope Required On Yard or Lawn Areas. 10' in 10' Minimum Slope of Pad Away From Building Is Required.

Dana Kargoun

DPI

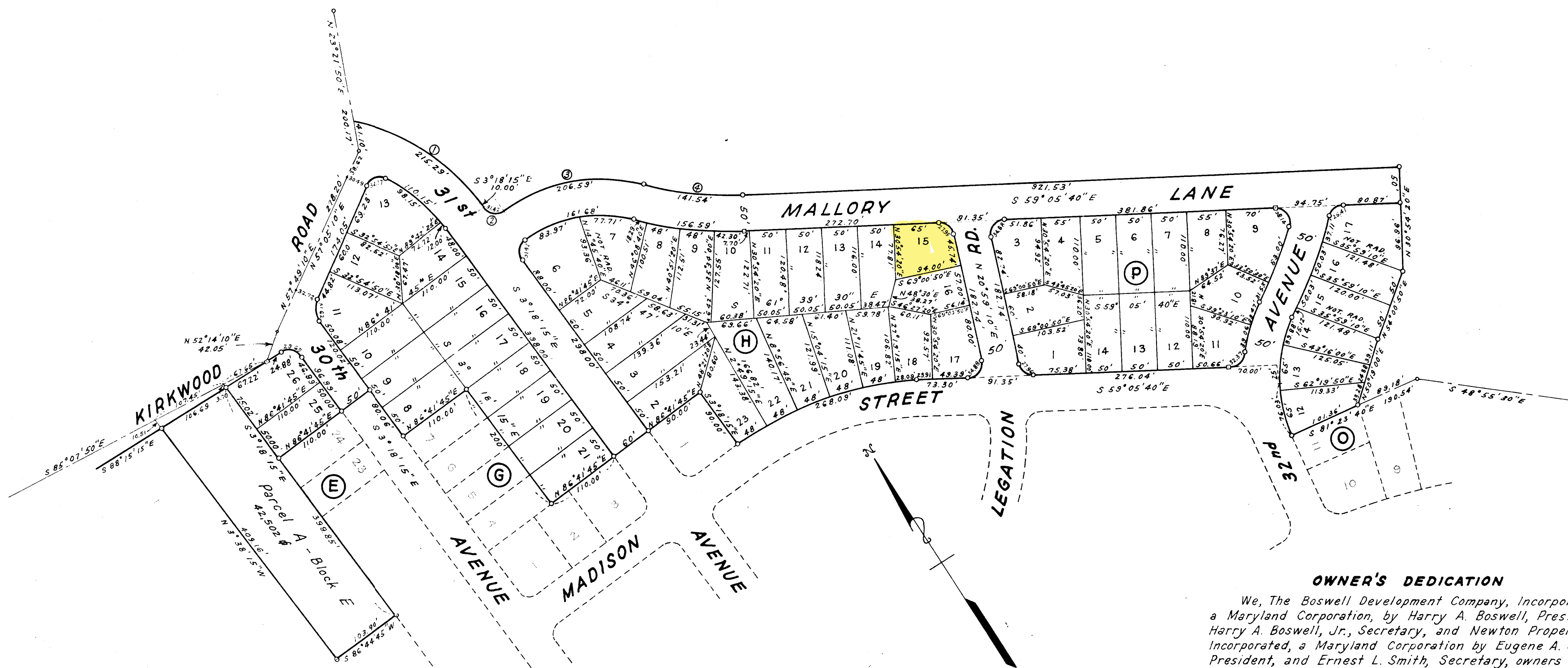
THIS PROPERTY IS LOCATED IN ZONE C IN
ACCORDANCE WITH F.E.M.A. MAP 245208 0025C
AND IS NOT IN A 100 YEAR FLOOD PLAIN.
DATED 6-18-87



VYKORN, INC.

7961 Eastern Avenue, Silver Spring, Maryland 20910

HOUSE LOCATION PLAT	LOT 15	CERTIFICATION: I hereby certify that the plan shown hereon is correct, and the buildings have been located by actual measurements. This is not a property line survey.
3119 MADISON STREET	BLOCK H	
SECTION THREE	PLAT BK. 12	
QUEENS CHAPEL MANOR	PLAT NO. 32	
PRINCE GEORGES COUNTY	SCALE 1"=20'	
MARYLAND	DATE 3-15-95	COMPTON G. VYEHUIS PL. S. 182-B
CASE NO. 95101E	CHECKED BY	
	JOB NO. 3-5-11	



CURVE DATA						
Blk.	Lot	Arc	Rad.	Δ	Chord	
					Bearing	Length
E	26	29.65	20.00	84° 57' 00"	S 45° 46' 45" E	27.01
G	11	31.62	30.00	60° 23' 25"	N 26° 53' 28" E	30.17
"	13	32.17	20.00	92° 10' 10"	S 76° 49' 45" E	28.81
"	13	98.15	230.00	24° 27' 05"	S 16° 31' 08" E	97.41
"	14	12.00	"	2° 59' 20"	S 4° 47' 55" E	12.00
H	6	31.42	20.00	90° 00' 00"	N 41° 41' 45" E	28.28
"	6	83.97	180.00	26° 43' 40"	S 79° 56' 25" E	83.21
"	7	77.71	"	24° 44' 10"	S 54° 12' 30" E	77.11
"	7	18.29	520.00	2° 00' 55"	S 42° 50' 52" E	18.29
"	8	48.00	"	5° 17' 20"	S 46° 30' 06" E	47.98
"	9	"	"	"	S 51° 47' 20" E	"
"	10	42.30	"	4° 39' 40"	S 56° 45' 50" E	42.29
"	15	27.95	20.00	80° 04' 50"	S 19° 03' 15" E	25.73
"	17	34.88	"	99° 55' 10"	S 70° 56' 45" W	30.62
"	18	28.09	449.00	3° 35' 05"	N 60° 53' 12" W	28.09
"	19	48.00	"	6° 07' 30"	N 65° 44' 30" W	47.98
"	20	"	"	"	N 71° 52' 00" W	"
"	21	"	"	"	N 77° 59' 30" W	"
"	22	"	"	"	N 84° 07' 00" W	"
"	23	"	"	"	S 89° 45' 30" W	"

Blk.	Lot	Arc	Rad.	Δ	Chord	
					Bearing	Length
P	1	27.96	20.00	80° 04' 50"	N 19° 03' 15" W	25.73
"	3	34.88	"	99° 55' 10"	N 70° 56' 45" E	30.62
"	9	38.14	"	109° 16' 20"	S 4° 27' 30" E	32.62
"	9	83.00	795.15	5° 58' 50"	S 53° 10' 05" W	82.96
"	10	31.53	"	2° 16' 20"	S 57° 17' 40" W	31.53
"	10	33.47	245.35	7° 49' 00"	S 54° 31' 20" W	33.45
"	11	39.06	"	9° 07' 20"	S 46° 03' 10" W	39.02
"	11	32.37	24.59	79° 24' 50"	S 81° 11' 55" W	31.42
O	12	65.00	195.35	19° 03' 50"	N 18° 08' 15" E	64.70
"	13	"	"	"	N 37° 12' 05" E	"
"	14	39.88	"	11° 41' 50"	N 52° 34' 55" E	39.81
"	14	15.12	845.15	1° 01' 30"	N 57° 55' 05" E	15.12
"	15	50.03	"	3° 23' 30"	N 55° 42' 35" E	50.02
"	16	"	"	"	N 52° 19' 05" E	"
"	17	37.11	"	2° 30' 58"	N 49° 21' 51" E	37.11
"	17	25.41	20.00	72° 47' 58"	N 84° 30' 21" E	23.74
BOUND.	①	215.29	290.00	42° 32' 05"	S 24° 34' 18" E	210.38
"	②	31.42	20.00	90° 00' 00"	S 48° 18' 15" E	28.28
"	③	206.59	230.00	51° 27' 50"	S 67° 34' 20" E	199.71
"	④	141.54	470.00	17° 15' 15"	S 50° 28' 02" E	141.01

MARYLAND NATIONAL CAPITAL PARK & PLANNING COMMISSION
APPROVED: DEC. 9, 1946
[Signature] CHAIRMAN
[Signature] CHIEF ENGINEER
M.N.C.P. & P.C. RECORD FILE NO. 13-2073

WASHINGTON SUBURBAN SANITARY COMMISSION
APPROVED: DEC. 18, 1946
SUITABLE FOR WATER & SEWER DESIGN
WITHOUT COMMITMENT AS TO INSTALLATION
[Signature] CHIEF ENGINEER

We assent to this plan of subdivision.

Prince George's Bank & Trust Company.

Witness: Date: Dec. 7, 1946
[Signature] Frederick K. Wilson, Trustee
[Signature] William Bowie, Trustee

ENGINEER'S CERTIFICATE

I hereby certify that the plan shown hereon is correct; that it is a subdivision of a part of the lands conveyed by Perry Boswell to the Boswell Development Company, Incorporated by deed dated October 9, 1946 and recorded in Liber _____ Folio _____ and also a part of the lands conveyed by Mable G. Turnage, unmarried, to Newton Properties Incorporated by deed dated November 20, 1946 and recorded in Liber _____ Folio _____, and also a subdivision of part of the land conveyed by Laura E. Scales, unmarried, Carrie M. Stuart and E. Montrose Stuart, her husband, to Newton Properties Incorporated by deed dated May 19, 1941 and recorded in Liber 609 at Folio 8, all among the Land Records of Prince George's County, Maryland, and that iron pipes marked thus: $\square$ and stones marked thus: $\square$ are in place as shown hereon.
The area included in this plat of subdivision is 12.18 Acres.

Date: Dec. 7, 1946
[Signature] Page F. Hopkins
Civil Engineer

OWNER'S DEDICATION

We, The Boswell Development Company, Incorporated, a Maryland Corporation, by Harry A. Boswell, President, Harry A. Boswell, Jr., Secretary, and Newton Properties Incorporated, a Maryland Corporation by Eugene A. Smith, President, and Ernest L. Smith, Secretary, owners of the property shown and described hereon; hereby adopt this plan of subdivision, establish the minimum building restriction lines and dedicate the streets to public use.

Date: Dec. 7, 1946 The Boswell Development Company, Inc.

Attest: [Signature] Harry A. Boswell, Jr., Secy. By: [Signature] Harry A. Boswell, President

Date: Dec. 7, 1946 Newton Properties Incorporated

Attest: [Signature] Ernest L. Smith, Secy. By: [Signature] Eugene A. Smith, President

BLOCK P & PARTS
OF BLOCKS E, G, H, & O
SECTION THREE

QUEENS CHAPEL MANOR
PRINCE GEORGE'S COUNTY, MARYLAND
Scale 1"=100' December, 1946

Maddox & Hopkins
Civil Engineers
Silver Spring, Md.

Statement of Justification 3119 Madison Street, Hyattsville.

- (1) A specific parcel of land is physically unique and unusual in a manner different from the nature of surrounding properties with respect to exceptional narrowness, shallowness, shape, exceptional topographic conditions, or other extraordinary conditions peculiar to the specific parcel (such as historical significance or environmentally sensitive features);

My home is on the corner lot facing two streets. There's a tree in my Madison-facing yard and a stop sign on Madison Street.

- (2) The particular uniqueness and peculiarity of the specific property causes a zoning provision to impact disproportionately upon that property, such that strict application of the provision will result in peculiar and unusual practical difficulties to the owner of the property;

The location I proposed for the driveway is most convenient due to the conditions mentioned before. The area I chose is the best place for a driveway and my home currently has no driveway. The contractors measured the appropriate area to put it.

- (3) Such variance is the minimum reasonably necessary to overcome the exceptional physical conditions;

The contractor already came out and said this place is good for the driveway. This is the only place for it.

- (4) Such variance can be granted without substantial impairment to the intent, purpose, and integrity of the General Plan or any Functional Master Plan, Area Master Plan, or Sector Plan affecting the subject property;

Yes, in my opinion, the variance will not affect any of those plans.

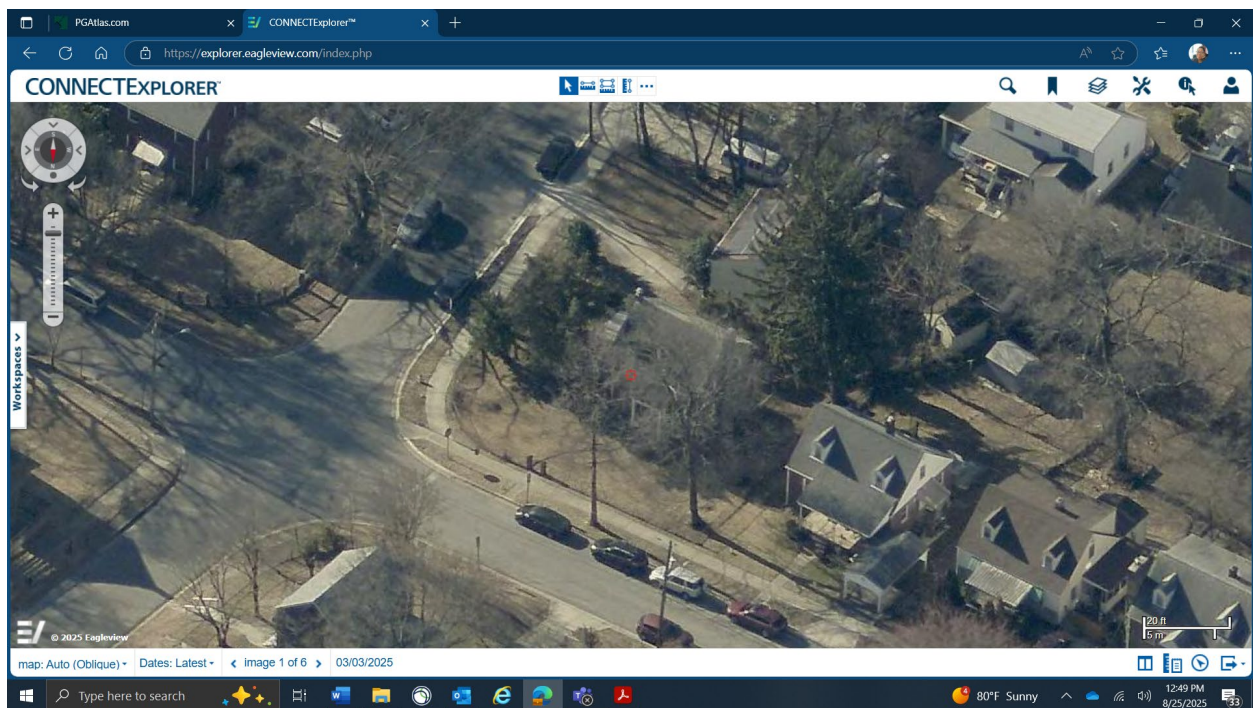
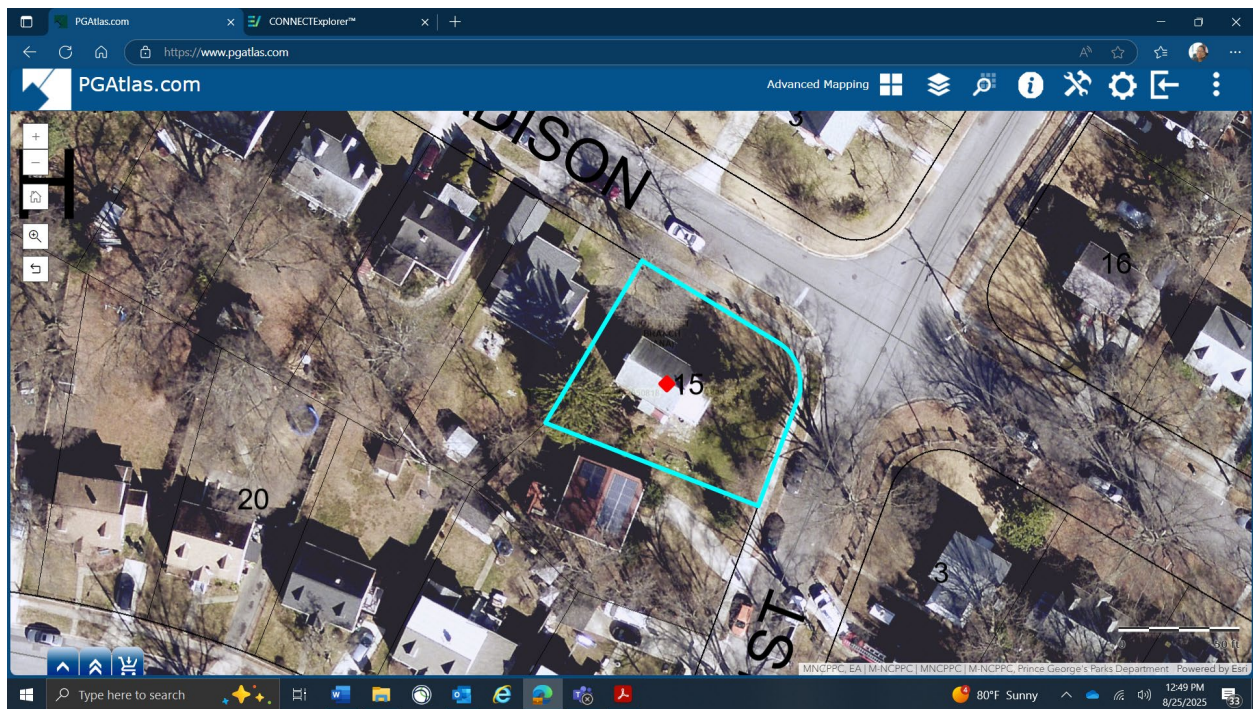
- (5) Such variance will not substantially impair the use and enjoyment of adjacent properties; and

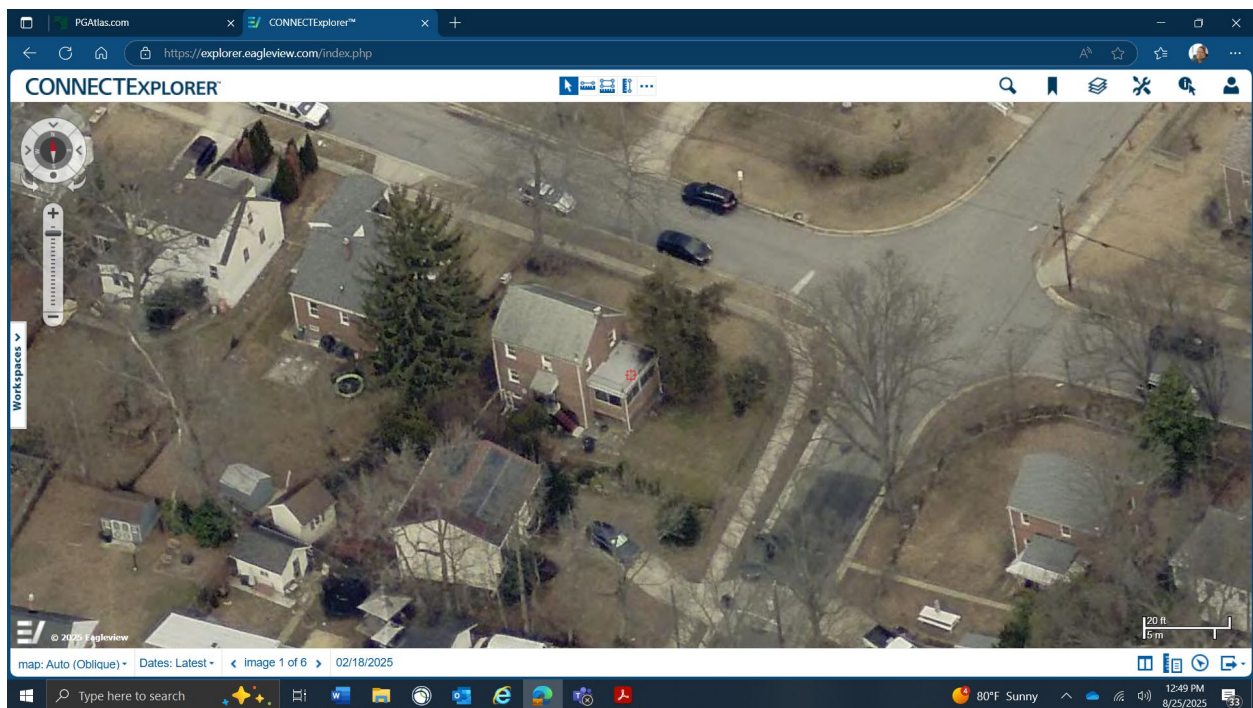
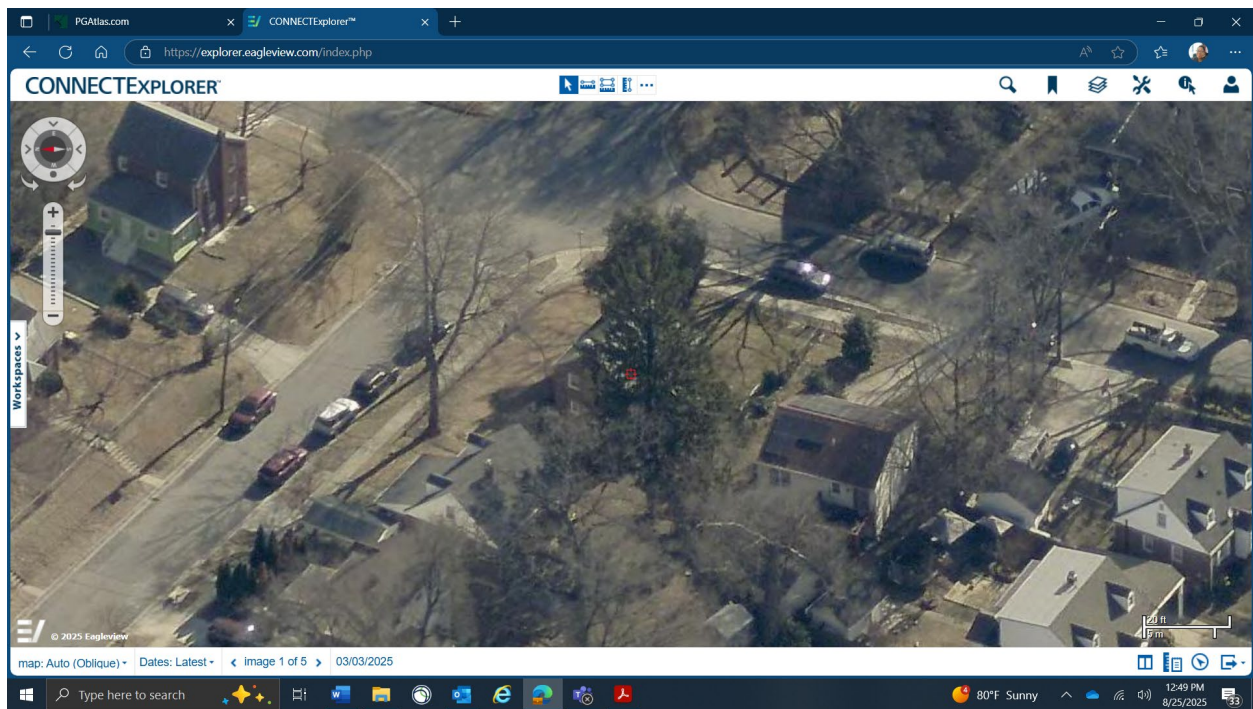
My request will not impair the use and enjoyment of adjacent properties.

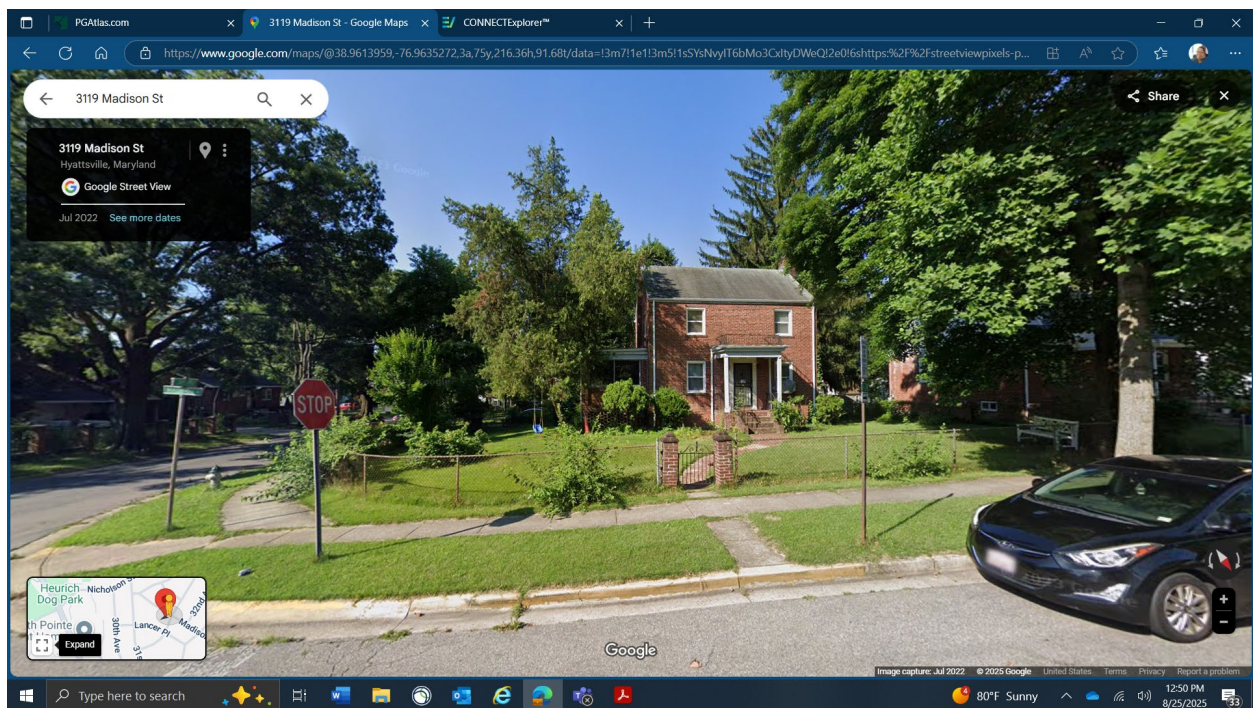
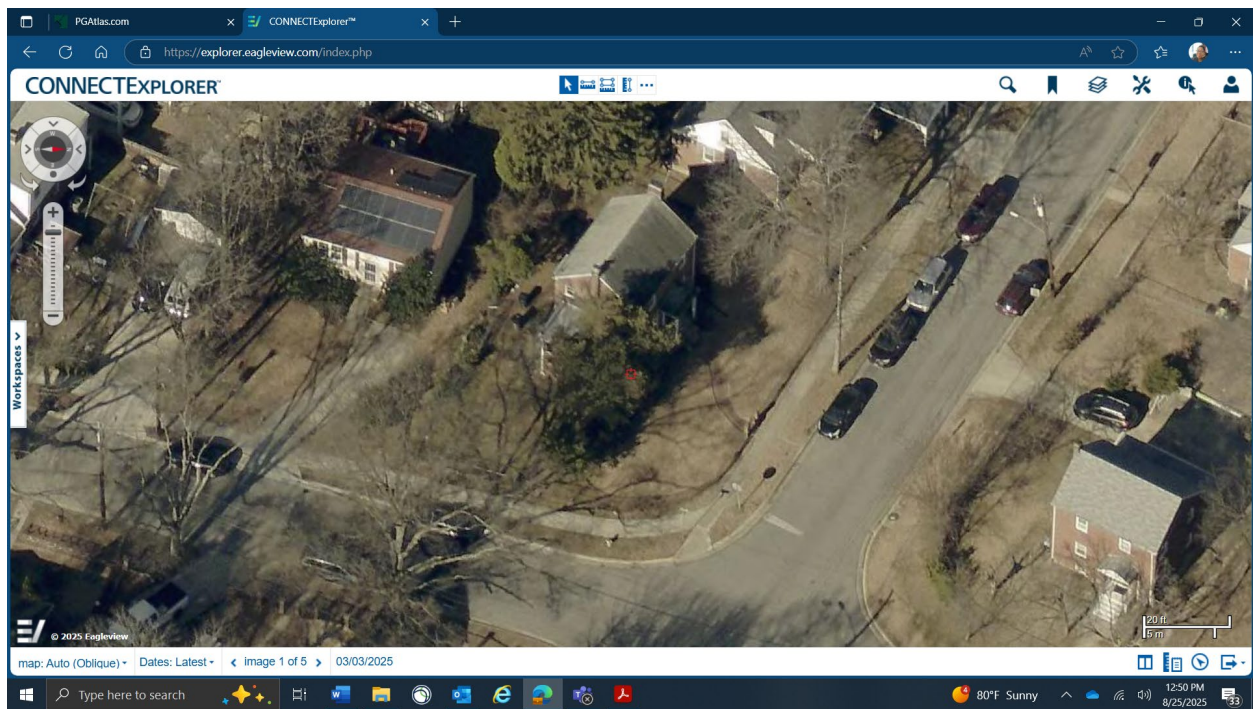
- (6) A variance may not be granted if the practical difficulty is self-inflicted by the owner of the property.

I have not done anything to create a practical difficulty on my property.

Doris Young





















Driveway going



Madison street right side







Permit History

Application Date	Permit Number	Permit Name	Permit Type	Work Description	Permit Mode	Issuance Date
5/17/2001 12:00:00 AM	12864-2001-0	BELTWAY	ER (ELECTRICAL RESIDENTIAL)	replace 150a service	EXPIRED	5/17/2001 12:00:00 AM
3/28/2002 12:00:00 AM	10397-2002-0	HAWKINS ELECTRIC	ER (ELECTRICAL RESIDENTIAL)	150a hu	CLOSED	3/28/2002 12:00:00 AM

Close Window

☐ Search by Application Number ☒ Search by Address

Building Permits

Housing Licenses

Business and Trade Licenses

Health Licenses

Er

3119 MADISON

Download

Application Type:

ALL

Issued Date Range:

From

Select Year

To

Select Year

Apply Filters

Keyword search

Application #:

SIT-00107-2025

Permit #:

Application Type:

DW

Application Status:

Accepted

Electronic Review Status:

In Plan Review

Application Submitted Date:

01/29/2025

Application Approved Date:

01/30/2025

Permit Issued Date:

N/A

Application Closed Date:

N/A

Address:

3119 MADISON ST HYATTSVILLE, MD 20782

Scope of Work:

APPROVED FOR NEW 10'x25' DRIVEWAY

U&O #:

N/A

U&O Issued Date:

N/A

Applicant:

DORIS YOUNG

Work Description:

APPROVED FOR NEW 10'x25' DRIVEWAY

Bond #:

N/A

Owner:

Inspections:

Results Per Page 10 ▾

1 / 1

1

[View Map](#) [No Ground Rent Redemption on File](#) [No Ground Rent Registration on File](#)

Special Tax Recapture: None

Account Number: District - 16 Account Identifier - 1828664

Owner Information

Owner Name:	YOUNG JONNIFUR L & DORIS	Use:	RESIDENTIAL
		Principal Residence:	YES
Mailing Address:	3119 MADISON ST HYATTSVILLE MD 20782-3158	Deed Reference:	/10093/ 00594

Location & Structure Information

Premises Address:	3119 MADISON ST HYATTSVILLE 20782-0000	Legal Description:	
-------------------	---	--------------------	--

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:	A-1144
0041	00F3	0000	16017500.17	7500	03	H	15	2025	Plat Ref:	

Town: HYATTSVILLE

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
1947	1,092 SF	YES	6,170 SF	001

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
2	YES	STANDARD UNIT	BRICK/	3	1 full/ 1 half		

Value Information

	Base Value	Value	Phase-in Assessments	
		As of 01/01/2025	As of 07/01/2025	As of 07/01/2026
Land:	110,400	140,400		
Improvements	249,100	262,900		
Total:	359,500	403,300	374,100	388,700
Preferential Land:	0	0		

Transfer Information

Seller: TURNER,WINIFRED H	Date: 04/07/1995	Price: \$114,500
Type: ARMS LENGTH IMPROVED	Deed1: /10093/ 00594	Deed2:

Seller:	Date:	Price:
Type:	Deed1:	Deed2:

Seller:	Date:	Price:
Type:	Deed1:	Deed2:

Exemption Information

Partial Exempt Assessments:	Class	07/01/2025	07/01/2026
County:	000	0.00	
State:	000	0.00	
Municipal:	000	0.00 0.00	0.00 0.00

Special Tax Recapture: None

Homestead Application Information

Homestead Application Status: Approved 03/05/2025

Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application Date:

Property

Tax Account: 1828664

Owner Name: YOUNG JONNIFUR L & DORIS

Premise Address: 3119 Madison St, Hyattsville, MD 20782

Parcel Details	Ownership Information	Administrative Details
Tax Account #: 1828664	Owner Name: YOUNG JONNIFUR L & DORIS	Tax Map Grid: 041F3
Assessment District: 16		WSSC Grid: 207NE03
Lot: 15 Block: H Parcel: Description:	Owner Address: 3119 Madison St, Hyattsville, MD 20782	Councilmanic District: 2
Plat: A16-1144	Liber: 10093 Folio: 594	
Subdivision: QUEENS CHAPEL MANOR	Transfer Date: 4/7/1995	
Acreage: 0.142	Current Assessment: \$359,500.00	
	Land Valuation: \$110,400.00	
	Improvement	
	Valuation: \$249,100.00	
	Sale Price: \$114,500.00	
	Structure Area (Sq Ft): 1092	

Municipal Boundary

Name: HYATTSVILLE

Official: Robert S. Croslin

Title: Mayor

Address: 4310 Gallatin Street

City: Hyattsville

ZIP Code: 20781

Telephone: 301-985-5000

Prior Development District Overlay (Prior)

Overlay Zone: D-D-O

Plan Name: GATEWAY ARTS DISTRICT SECTOR PLAN AND SMA

Resolution: CR-78-2004

Adoption Date: 11/30/2004

Acreage: 1907.699336

Councilmanic District (2022)

District: 2

Member: Wanika Fisher

Political Party: Democrat

Telephone: 301-952-4436

Email: CouncilDistrict2@co.pg.md.us

District: At Large

Member: Jolene Ivey

Political Party: Democrat

Telephone: 301-952-3864

Email: CouncilDistrict5@co.pg.md.us

District: At Large

Member: Calvin S. Hawkins, II

Political Party: Democrat
Telephone: 301-952-2195
Email: At-LargeMemberHawkins@co.pg.md.us

Revitalization Tax Credit

Within Revitalization Tax Credit: Yes
Type: Residential

Watershed (DOE)

Name: NORTHWEST BRANCH (ANA)

Watershed - 12 digit (DNR)

MDE 6 Digit Code: 021402
MDE 6 Digit Name: WASHINGTON METROPOLITAN
MDE 8 Digit Code: 02140205
MDE 8 Digit Name: Anacostia River
Watershed Code: 0818
DNR 12 Digit Designator: 021402050818
Tributary Strategy Watershed: MIDDLE POTOMAC
NRCS HUA14 Digit Code: 02070010030130
NRCS HUA11 Digit Code: 02070010030
NRCS HUA8 Digit Code: 02070010
Acreage: 4987.130371

Zoning (Current)

Class: RSF-65 (Residential, Single-Family - 65)
Zone Type: Residential

Zoning (Prior)

Class: R-55 (One-Family Detached Residential)
Zone Type: Residential



THE PRINCE GEORGE'S COUNTY GOVERNMENT

BOARD OF ZONING APPEALS

BOARD OF ADMINISTRATIVE APPEALS

WAYNE K. CURRY COUNTY ADMINISTRATION BUILDING, LARGO, MARYLAND 20774
TELEPHONE (301) 952-3220

NOTICE OF VIRTUAL HEARING

Date: September 9, 2025

Petitioner: Doris Young

Appeal No.: V-37-25

Hearing Date: WEDNESDAY, SEPTEMBER 24, 2025, AT 6:00 P.M. EVENING

Place: Virtual Hearing

Case Reviewer: Celeste Barlow

Email address: cpbarlow@co.pg.md.us

Appeal has been made to this Board for permission to validate existing conditions (net lot area) and obtain a building permit for the construction of a proposed 10'x25' driveway on RSF-65 (Residential, Single-Family-65) Zoned property known as Lot 15, Block H, Queens Chapel Manor Subdivision, being 3119 Madison Street, Hyattsville, Prince George's County, Maryland, contrary to the requirements of the Zoning Ordinance.

The specific violation resides in the fact that Zoning Ordinance 27-4202(e)(2) prescribes that each lot shall have a minimum net lot area of 6,500 square feet. Zoning Ordinance 27-11002(a) prescribes that no parking space, parking area, or parking surface other than a driveway no wider than its associated garage, carport, or other parking structure may be built in the front yard of a dwelling, except a "dwelling, townhouse" or "dwelling, multifamily", in the area between the front street line and the sides of the dwelling. A variance of 330 square feet net lot area, and a waiver of the parking area location requirement are requested.

Virtual hearing on this Appeal is set for the time and place stated above. **Petitioner, or counsel representing Petitioner, should be present at the hearing. A Petitioner which is a corporation, limited liability company, or other business entity MUST be represented by counsel, licensed to practice in the State of Maryland, at any hearing before the Board. Any non-attorney representative present at the hearing on behalf of the Petitioner (or any other person or entity) shall not be permitted to advocate.**

Adjoining property owners, who are owners of premises either contiguous to or opposite the property involved, are notified of this hearing in order that they may express their views if they so desire. However, their presence is not required unless they have testimony to offer the Board. In order to give verbal testimony during the virtual hearing, you must register with the Board of Appeals at least 5 days prior to the virtual hearing. Please call 301-952-3220 to register or visit the Board's website to register. No additional speakers will be allowed to give testimony unless registered with the Board. Please also visit the Board of Appeals website for Virtual Hearing Instructions and procedures at <http://pgccouncil.us/BOA>

BOARD OF ZONING APPEALS

By: Ellis Watson
Ellis Watson
Administrator

cc: Petitioners
Adjoining Property Owners
M-NCPPC Permit Office
City of Hyattsville

V-37-25
DORIS YOUNG
3119 MADISON STREET
HYATTSVILLE MD 20782

V-37-25
MONRICO WARREN
5720 31ST PLACE
HYATTSVILLE MD 20782

V-37-25
AMARE MEBRAHTU
5806 31ST PLACE
HYATTSVILLE MD 20782

V-37-25
BOLY UTH
3116 MADISON STREET
HYATTSVILLE MD 20782

V-37-25
JUSTUS KOBIA
3117 MADISON STREET
HYATTSVILLE MD 20782

V-37-25
GLORIA & ERICK FLORES
3121 MADISON STREET
HYATTSVILLE MD 20782

CITY OF HYATTSVILLE
ECONOMIC REVIEW
4310 GALLATIN STREET
HYATTSVILLE MD 20781

City Council
October 6, 2025

Submitted by: Reggie Bagley

Submitting Department: Administration

Agenda Section: Consent Items

Item Title:

Acceptance of Opioid Settlement Funds Perdue Sackler CL1734555

Suggested Action:

I move that the Mayor and Council authorize the City Administrator to enter into an agreement to accept settlement funds related to the Purdue Sackler opioid settlement.

Legal Review Required?

Completed

Summary Background:

In 2023, the City of Hyattsville signed on to be a participant in the multi-state / multi-jurisdiction National Opioid Settlement. As settlements are reached between the Federal and State governments and the opioid industry, Hyattsville receives its proportionate share (approximately \$60K to date). Recently, two additional settlements with Purdue- Sackler and Secondary Manufacturers has been reached. The Settlement requires that participating cities and states take affirmative steps to “opt in” in order to receive the funding. The City Administrator must sign a participation agreement for each settlement when notified. The City of Hyattsville’s proportionate award amount will be determined at a later date. To date, the funds have been used to provide opioid related education, programs, training, and materials.

Next Steps:

The funds process will continue upon receipt of signed agreement.

Fiscal Impact:

TBD

City Administrator Comments:

Community Engagement:

Strategic Goals:

Goal 3 – Promote a Safe and Vibrant Community

City Council
October 6, 2025

Submitted by: Reggie Bagley
Submitting Department: Administration
Agenda Section: Consent Items

Item Title:

Acceptance of Opioid Settlement Funds Secondary Manufacturers Settlement CL1766105

Suggested Action:

I move that the Mayor and Council authorize the City Administrator to enter into an agreement to accept settlement funds related to the Secondary Manufacturers opioid settlement.

Legal Review Required?

Completed

Summary Background:

In 2023, the City of Hyattsville signed on to be a participant in the multi-state / multi-jurisdiction National Opioid Settlement. As settlements are reached between the Federal and State governments and the opioid industry, Hyattsville receives its proportionate share (approximately \$60K to date). Recently, two additional settlements with Purdue- Sackler and Secondary Manufacturers has been reached. The Settlement requires that participating cities and states take affirmative steps to “opt in” in order to receive the funding. The City Administrator must sign a participation agreement for each settlement when notified. The City of Hyattsville’s proportionate award amount will be determined at a later date. To date, the funds have been used to provide opioid related education, programs, training, and materials.

Next Steps:

The funds process will continue upon receipt of signed agreement.

Fiscal Impact:

TBD

City Administrator Comments:

Community Engagement:

Strategic Goals:

Goal 3 – Promote a Safe and Vibrant Community

City Council
October 6, 2025

Submitted by: Laura Reams

Submitting Department: Administration

Agenda Section: Action Items

Item Title:

Hyattsville Charter Amendment Resolution 2025-01: Removing the Requirement that Council Meetings Start at 8:00 PM & Occur Twice Monthly

Suggested Action:

I move the Mayor and Council introduce and adopt Hyattsville Charter Amendment Resolution 2025-01, a Resolution amending the Charter to permit Council to meet based on the adoption of its calendar, remove the requirement that Council Meetings start at 8:00 p.m., and remove the requirement to meet twice a month and once a month on specific days in certain months (INTRODUCTION & ADOPTION).

Legal Review Required?

Completed

Summary Background:

The proposed Charter Amendment removes the requirement that Council Meetings begin at 8:00 p.m. and meetings occur twice monthly. The proposed Amendment adds the requirement for Council to adopt an annual meeting schedule via Resolution. The Charter Amendment seeks to provide the Council with the flexibility to hold meetings at times that are appropriate and convenient for Council and community members.

This item was initially introduced in April 2024. At that time, the Council indicated a preference for more flexibility in the language. In developing the updated language, staff and the City Attorney took the Council's feedback into account and incorporated best practices from other municipalities.

Summary of Changes in the Updated Charter Amendment:

- **Removes** the requirement for Council to meet on a specific day or time.
- **Adjusts** the meeting requirement for Council to 1x per month unless a scheduled Council recess has been declared in the annual meeting resolution.
- **Adds** a requirement for Council to adopt their annual calendar via a formal resolution. Traditionally, the Council adopts its annual calendar in November.

The proposed language is below. To view the existing language with the strikethroughs, please refer to the attached Charter Amendment Resolution.

"The City Council shall meet regularly at such times as scheduled in its annual calendar, which shall be adopted by a resolution each year. The Council shall meet at least once each calendar month unless it is in recess as declared by a resolution of Council."

Next Steps:

Proposed Timeline for Adoption:

- August 4: Council discussion and scheduling of the required Public Hearing
- September 15: Public Hearing at 6:30 PM
- October 6: Scheduled Adoption of the Charter Amendment Resolution
- November 25: Effective Date of the Charter Amendment Resolution (50 days post adoption)

Fiscal Impact:

The City will incur printing fees to publish the required public hearing advertisement and summary notice of the Charter Amendment Resolution in the Prince George's Post.

City Administrator Comments:

The staff can support these changes and will ensure a resolution is included on the agenda annually.

Community Engagement:

Community members are encouraged to attend the public hearing and provide comments on the proposed charter amendment resolution. The proposed amendment will be published on the City's website under "Hyattsville Ordinances" and included in the appropriate Council meeting packets. Upon adoption, the City Clerk's office will publish the required legal notices and transmit the resolution to the State Department of Legislative Services.

Strategic Goals:

Goal 1 – Ensure Transparent and Accessible Governance

CITY OF HYATTSVILLE, MARYLAND
CHARTER AMENDMENT RESOLUTION No. 2025 - 01

**A Resolution Amending the Charter to Permit Council to Meet
Based on the Adoption of its Calendar; Remove the
Requirement that Council Meetings Start at 8:00 pm; and
Remove the Requirement to Meet Twice a Month and Once a
Month on Specific Days in Certain Months.**

**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 (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
seek to amend the City Charter to eliminate the requirement for Council meetings to start at 8:00
p.m.

WHEREAS, the Mayor and City Council believe it is in the interests of residents, staff,
and the elected officials to have flexibility with meeting start times; and

WHEREAS, the Mayor and City Council believe it is in the interests of residents, staff,
and the elected officials to have flexibility in scheduling meetings and permitting Council to
recess; and

WHEREAS, the City Council gave at least twenty-one (21) days advance notice of the
public hearing held regarding adoption of this Resolution and the amendment to the Charter
contained herein.

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

Section 1: That Article II, § C2-3 of the Charter of the City of Hyattsville, Maryland, be
amended as follows:

§ C2-3 Organization; vacancies; powers and duties of Mayor; meetings; quorum.

* * *

G. The City Council shall meet regularly at such times as scheduled in its annual calendar
which shall be adopted by a resolution each year. The Council shall meet at least once
each calendar month unless it is in recess as declared by a resolution of Council. The City
Council shall hold two (2) regular monthly meetings on the first and third Mondays of each
month at 8:00 p.m.; except during the months of June and August, when there shall be one
(1) meeting on the first Monday of the month, and the months of July and September, when
there shall be one (1) meeting on the third Monday of the month, unless any of said days
is a legal holiday or In the absence of a quorum, should not be present. In such an event,

1 the regular meetings shall be held on the next business day when a quorum can be obtained
2 or at such time as the Mayor may designate, not more than one (1) week from the date that
3 said meeting should have been held.

4
5 * * *

6 **Section 2:** That the date of the adoption of this Resolution is _____, 2025, and that
7 the amendment to the Charter of the City of Hyattsville hereby proposed by this enactment shall
8 become effective on _____, 2025 (50 days after its passage), unless a proper petition for a
9 referendum hereon shall be filed by _____, 202 (40 days after passage) and that an exact copy
10 of this Resolution shall be posted at the main municipal building and a fair summary of the
11 Amendment shall be published in a newspaper having general circulation in the City of Hyattsville
12 not less than four (4) times at weekly intervals within forty (40) days after passage of this Charter
13 Amendment Resolution.

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

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

27 **INTRODUCED** by the Mayor and City Council of the City of Hyattsville, Maryland, at a
28 Regular Meeting on _____, 2025, at which meeting copies were available to the public for
29 inspection, and at which time a public hearing took place.

30 **ADOPTED** by the Mayor and City Council of the City of Hyattsville, Maryland, at a
31 Regular Meeting on _____, 2025, at which meeting copies were available to the public for
32 inspection.

33
APPROVED:

Date

City of Hyattsville, Maryland:

Robert S. Croslin, Mayor

ATTEST/WITNESS:

City of Hyattsville, Maryland:

Date

Nate Groenedyk
City Clerk

1

2

3 [] indicate deletions

4 Underline/**CAPS** indicate additions/amendments to additions

5

6

7 4861-9849-5944, v. 2

City of Hyattsville



Charter Amendment 2025-01
Annual Council Meeting Calendar
August 4, 2025



Charter Amendment 2025-01

.....

Goal: Provide Flexibility in City Charter & Align with Current Practices

- The proposed Charter Amendment **removes** the requirements that Council Meetings begin at 8 PM and meetings occur twice monthly on Mondays.
- **Adds** the requirement for Council to adopt an annual meeting calendar via Resolution.
 - This resolution may include scheduled Council recesses.
 - Unless the Council is in a schedule recess, one meeting per month is required.

Proposed Language:

- *"The City Council shall meet regularly at such times as scheduled in its annual calendar, which shall be adopted by a resolution each year. The Council shall meet at least once each calendar month unless it is in recess as declared by a resolution of Council."*

Approval Steps

.....



Charter Amendment Timeline

August 4, 2025: Council Discussion

September 15, 2025: Public hearing at 6:30 PM

October 6, 2025: Scheduled Adoption of the Charter Amendment Resolution

November 25, 2025: Effective Date of the Charter Amendment Resolution (50 days post adoption)

City Council
October 6, 2025

Submitted by: Jay Joyner

Submitting Department: Human Resources

Agenda Section: Action Items

Item Title:

Health Care, Prescription Drug, and Dental Care Rates for CY26

Suggested Action:

I move the Mayor and Council authorize the City to increase its flat rate contribution to employee health care premiums by 3% for calendar year 2026.

Legal Review Required?

N/A

Summary Background:

The City received the new State of Maryland calendar year (CY) 2026 Health Care Program guidance on October 2, 2025. The City has historically provided a flat rate contribution annually, which allows us to minimize the increases paid by employees. The City is proposing to increase its flat rate contribution to employee health care premiums by 3% for 2026.

Open Enrollment period begins on October 15, 2025, and runs through November 7, 2025. These new rates will be effective January 1, 2026, through December 31, 2026.

Next Steps:

Approval of the new contribution rates.

Fiscal Impact:

TBD by employee enrollment

City Administrator Comments:

Recommend Approval. This option minimizes the financial impact to employees.

Community Engagement:

Strategic Goals:

Goal 4 – Foster Excellence in all City Operations