

# City of Hyattsville

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



## Agenda Regular Meeting

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**Monday, November 21, 2022**

**6:30 PM**

**Virtual**

### City Council

**Robert S. Croslin, Mayor**  
**Joseph Solomon, Council President, Ward 5**  
**Danny Schaible, Council Vice President, Ward 2**  
**Sam Denes, Ward 1**  
**Joanne Waszczak, Ward 1**  
**Emily Strab, Ward 2**  
**Ben Simasek, Ward 3**  
**Jimmy McClellan, Ward 3**  
**Edouard Haba, Ward 4**  
**Daniel Peabody, Ward 4**  
**Rommel Sandino, Ward 5**

### **ADMINISTRATION**

**Tracey E. Douglas, City Administrator**  
**Laura Reams, City Clerk, 301-985-5009, [cityclerk@hyattsville.org](mailto:cityclerk@hyattsville.org)**

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

**AGENDA/PACKET:** The Agenda/Packet is available for review at the Hyattsville Municipal Building and online at [www.hyattsville.org](http://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) 985-5009. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

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

**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 using the eComment feature at [www.hyattsville.org/meetings](http://www.hyattsville.org/meetings) or via email to [cityclerk@hyattsville.org](mailto:cityclerk@hyattsville.org) no later than two (2) hours prior to the start of the meeting. 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](http://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](http://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](http://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, November 21, 2022 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](http://www.hyattsville.org/meetings).

**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 using the eComment feature at [www.hyattsville.org/meetings](http://www.hyattsville.org/meetings) or via email to [cityclerk@hyattsville.org](mailto:cityclerk@hyattsville.org) no later than two (2) hours prior to the start of the meeting. 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\\_yFBCbkAKRTqZ4TRae1usLQ](https://us06web.zoom.us/webinar/register/WN_yFBCbkAKRTqZ4TRae1usLQ)

- 1. Call to Order and Council Roll Call**
- 2. Pledge of Allegiance to the Flag**
- 3. Approval of Agenda**
- 4. Approval of the Minutes**
- 5. Public Comment (6:40 p.m. – 6:50 p.m.) Complete Speaker Card, Limit 2 minutes per speaker**
- 6. Community Notices and Meetings**
  - 6.a. Main City Calendar: November 22, 2022 - December 5, 2022** [HCC-140-FY23](#)  
N/A  
**Sponsors:** City Administrator  
**Department:** City Clerk  
**Attachments:** [City Calendar November 22, 2022 - December 5, 2022](#)
- 7. Presentations (6:50 p.m. - 8:00 p.m.)**

**7.a. Hyattsville Ordinance 2022-07 Comcast Franchise Renewal and Agreement** [HCC-138-FY23](#)

For presentation.

**Sponsors:** City Administrator

**Department:** City Clerk

**Attachments:** [Ordinance re Comcast Franchise Agreement](#)

**7.b. Committee Stipend Program** [HCC-141-FY23](#)

For presentation.

**Sponsors:** City Administrator

**Department:** City Clerk

**Attachments:** [Committee Stipend Program](#)  
[Committee Stipend Policy 111722](#)  
[Equity Considerations in Stipend Final Version](#)

**7.c. Suffrage Point Development - Detailed Site Plan 21001** [HCC-144-FY23](#)

Presentation Only.

**Sponsors:** City Administrator

**Department:** Community & Economic Development

**Attachments:** [Memo - DSP 21001 - Suffrage - Presentation Memo FINAL](#)  
[Suffrage Point Presentation](#)  
[DSP 21001 Supporting Materials](#)

**8. City Administrator Update (8:00 p.m. - 8:20 p.m.)****9. Proclamations**

**9.a. Proclamation Recognizing November 26, 2022 as Small Business Saturday in the City of Hyattsville** [HCC-134-FY23](#)

I move that the Mayor and Council adopt a proclamation recognizing November 26, 2022, as Small Business Saturday in the City of Hyattsville.

**Sponsors:** City Administrator

**Department:** City Clerk

**Attachments:** [CM 1121 Small Business Saturday 2022\\_SHL \(1\)](#)

**10. Appointments**

**10.a. Appointment of Council Liaison to the Education Advisory Committee** [HCC-145-FY23](#)

I move that the Mayor and Council approve the appointment of Emily Strab (Ward 2) as Council liaison to the Education Advisory Committee.

**Sponsors:** City Administrator

**Department:** City Clerk

**10.b. Appointment to the Planning Committee** [HCC-150-FY23](#)

I move the Mayor and Council appoint Daniel Amador (Ward 5) to the Planning Committee for a term of two (2) years to end on November 30, 2024.

**Sponsors:** Simasek

**Department:** City Clerk

**Attachments:** [Daniel Amador Oct 21,21 redac](#)

**11. Consent Items (8:25 p.m. - 8:30 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.

**11.a. Purchase of Street Sweeper**[HCC-136-FY23](#)

I move the Mayor and Council authorize the City Administrator to enter into an agreement with Mid-Atlantic Waste Systems for the purchase of a TYMCO Street Sweeper and authorize an expenditure not to exceed \$300,000.00 of American Rescue Act funds. The Treasurer is authorized to make a required modification to the budget to facilitate this purchase, pending legal review.

**Sponsors:** City Administrator

**Department:** Public Works

**Attachments:** [Hyattsville MD Mid-Atlantic DST4 10 20 2022 Sourcewell](#)  
[TYMCO Contract 122017](#)  
[Regen Air System](#)

**11.b. Vehicle Acquisition Authorization**[HCC-137-FY23](#)

I move that the Mayor and Council authorize the City Administrator to proceed with the acquisition of two (2) 2022 Ford F150 trucks from Bob Bell Automotive, 7125 Ritchie Highway, Glenn Burnie, MD for a cost not to exceed \$110,000.00.

**Sponsors:** City Administrator

**Department:** Public Works

**Attachments:** [Ford pickup purchase memo](#)  
[Ford 150 - Bob Bell](#)

**11.c. Space Utilization Study Services**[HCC-142-FY23](#)

I move the Mayor and Council authorize the City Administrator to execute a contract for services with Fentress Inc., 945 Sunset Valley Drive, Sykesville Maryland 21784 for the purpose of performing a space utilization and growth analysis to of the City's offices and programmed space at a cost not to exceed \$44,000, upon legal review and approval of the City Attorney.

**Sponsors:** City Administrator

**Department:** Community & Economic Development

**Attachments:** [Memo - Space Utilization and Growth Planning](#)

**11.d. Zoning Variance Request V-67-22 - 5820 31st Place, Hyattsville** [HCC-143-FY23](#)

I move the City Council support V-67-22 for the subject property at 5820 31st Place, Hyattsville, and request that the Board of Zoning Appeals approve this application for variances to validate existing conditions of the net lot area, front yard depth and side yard width.

**Sponsors:** City Administrator

**Department:** Community & Economic Development

**Attachments:** [Memo - V-67-22 FINAL](#)  
[V-67-22 Binder](#)

**11.e. Awarding of a Contract to Study the City of Hyattsville Property Tax Relief Programs for Low and Fixed-Income Homeowners** [HCC-147-FY23](#)

I move the Mayor and Council authorize the City Administrator to execute a contract for professional services with PFM Group Consulting LLC., 1735 Market Street, Philadelphia, PA for the purposes revisiting Ordinance 2008-07 Hyattsville Homeowners Tax Credit and Homestead Tax Credit Programs to include but not limited to reviewing these property tax relief programs and to provide a final report outlining recommendations for program improvement and/or identifying other alternatives to these programs at a cost not to exceed \$52,900, upon legal review and approval of the City Attorney.

**Sponsors:** City Administrator

**Department:** Finance

**11.f. Disbursement of Ward 2 Discretionary Funds** [HCC-148-FY23](#)

I move that the Mayor and Council authorize the disbursement of \$100 from the Ward 2 discretionary fund to Shortcake Bakery in support of the Police and Public Safety Committee's event honoring the Hyattsville Police and Public Works Departments.

**Sponsors:** Schaible and Strab

**Department:** City Clerk

**11.g. Disbursement of Ward 5 Discretionary Funds** [HCC-149-FY23](#)

I move that the Mayor and Council authorize the disbursement of \$100 from the Ward 5 discretionary fund to Shortcake Bakery in support of the Police and Public Safety Committee's event honoring the Hyattsville Police and Public Works Departments.

**Sponsors:** Solomon and Sandino

**Department:** City Clerk

**11.h. Hyattsville Ordinance 2022-07 Comcast Franchise Renewal and Agreement** [HCC-152-FY23](#)

I move the Mayor and Council introduce Hyattsville Ordinance 2022-07, an ordinance granting a renewal of the cable franchise to Comcast of Maryland, LLC and authorizing a franchise agreement (INTRODUCTION & FIRST READING).

**Sponsors:** City Administrator

**Department:** City Clerk

**Attachments:** [Ordinance re Comcast Franchise Agreement](#)

**12. Action Items (8:30 p.m. - 9:30 p.m.)****12.a. Hyattsville Ordinance 2022-05: Animal Welfare and Community Safety Act** [HCC-139-FY23](#)

I move the Mayor and Council introduce Hyattsville Ordinance 2022-05, an ordinance whereby the City Council amends Chapter 52 of the City of Hyattsville Code to update and clarify the animal welfare provisions contained therein (INTRODUCTION & FIRST READING).

**Sponsors:** City Administrator

**Department:** City Clerk

**Attachments:** [Animal Welfare Ordinance Update](#)  
[Animal Welfare Ordinance amending Chp. 52 - Draft for Council Discussion -CLEAN COPY 11.9.22 for packet](#)

**12.b. Church Place Redesign** [HCC-146-FY23](#)

I move the City Council accept and approve the conceptual design for realignment of Church Place, between Farragut Street and Gallatin Street as well as supplemental safety features along adjacent sections of Gallatin Street, for the purpose of implementing pedestrian vehicular safety improvements within this section of roadway.

**Sponsors:** City Administrator

**Department:** Community & Economic Development

**Attachments:** [Church Place Alley 11x17 Board FINAL \(1\)](#)  
[Memo-Church Place Redesign-October 2022](#)

**13. Discussion Items (9:30 p.m. - 10:00 p.m.)**



**13.a. City of Hyattsville Ward Redistricting: Selection of Ward Boundary Map** [HCC-151-FY23](#)

This item is on the discussion agenda; however, Council is expected to take action to select a map after holding a discussion. The motion template is below and should be updated by Council at the meeting with the selected map.

I move the Mayor and Council direct the City Attorney to draft a Charter Amendment Resolution adjusting the Ward Boundaries of the City as indicated in the INSERT NAME OF MAP presented by the 2022 Redistricting Commission. I further move that the Mayor and Council schedule a Public Hearing on the proposed Charter Amendment Resolution to be held at 6 PM on Monday, December 19, 2022.

**Sponsors:** City Administrator

**Department:** City Clerk

**Attachments:** [redistricting\\_additional\\_memo\\_final\\_FOR\\_PACKET](#)  
[Growth Conscious Map \(version 4\)](#)  
[Council Requests Map \(Option A\)](#)  
[Council Requests Map \(Option B\)](#)

**14. Council Dialogue (10:00 p.m. - 10:10 p.m.)**

**15. Motion to Adjourn**