

# City of Hyattsville

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



## Summary Regular Meeting

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**Tuesday, February 21, 2023**

**7:00 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 Tuesday, February 21, 2023 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:**

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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\\_-VAHobXjS-KmsQiGETjkWg](https://us06web.zoom.us/webinar/register/WN_-VAHobXjS-KmsQiGETjkWg)

1. **Call to Order and Council Roll Call** **The meeting was called to order at 7:00 p.m.**
2. **Pledge of Allegiance to the Flag**
3. **Approval of Agenda** **Item 8.c was moved to the Action Agenda and Item 8.I was added to the Consent Agenda. The Amended Agenda was Approved, Unanimous.**
4. **Public Comment (7:10 p.m. – 7:20 p.m.) Complete Speaker Card, Limit 2 minutes per speaker**
5. **Community Notices and Meetings**
  - 5.a. **Main City Calendar: February 22, 2022 - March 6, 2022** [HCC-251-FY23](#)  
N/A  
**Sponsors:** City Administrator  
**Department:** City Clerk  
**Attachments:** [City Calendar February 22, 2023 - March 6, 2023](#)
6. **City Administrator Update (7:20 p.m. - 7:40 p.m.)**
7. **Appointments**

**7.a. Appointment to the Hyattsville Environment Committee [HCC-257-FY23](#)****Approved, Unanimous**

I move that the Mayor and Council approve the appointment of Rayya Newman (Ward 1) to the Hyattsville Environment Committee for a term of two (2) years to expire on February 28, 2025.

**Sponsors:** Simasek

**Department:** City Clerk

**Attachments:** [Rayya Newman redac](#)

**7.b. Appointments to the Police and Public Safety Citizens' Advisory Committee [HCC-258-FY23](#)****Approved, Unanimous**

I move that the Mayor and Council approve the appointments of Robert Riddle (Ward 2) to the Police and Public Safety Citizen's Advisory Committee for a term of two (2) years to expire on February, 2025.

**Sponsors:** Schaible

**Department:** City Clerk

**Attachments:** [PPSCAC Riddle W2 Redacted](#)

**8. Consent Items (7:40 p.m. - 7:45 p.m.)****Approved, Unanimous**

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.

**8.a. Memorandum of Agreement: MCIN Grant FY2023 Grant Award [HCC-243-FY23](#)**

I move that Mayor and Council authorize the City Administrator to execute a Memorandum of Agreement between the City and Prince George's County, Maryland regarding the FY2023 Grant Award in the amount of \$10,000.

**Sponsors:** City Administrator

**Department:** Police Department

**Attachments:** [MOU- Hyattsville City \(002\)](#)

**8.b. MOU with Prince George’s County Board of Education: School Resource Officers** [HCC-244-FY23](#)

I move that the Mayor and Council authorize the City Administrator to approve a Memorandum of Agreement with Prince George’s County Board of Education for the City to provide School Resource Officers in City schools for a term of five years commencing February 1, 2023 and ending on January 31, 2028.

**Sponsors:** City Administrator

**Department:** Police Department

**Attachments:** [MOU PGPCS SRO Feb 1 2023 to Jan 31 2028](#)

**8.c. Teen Center Phase 2 - Landscape Design** [HCC-245-FY23](#)  
**This item was moved to the Action Agenda. Approved, Unanimous**

I move that the Mayor and Council authorize an expenditure not to exceed \$80,000 to the Neighborhood Design Center for the Phase 2 design of the Teen Center. Phase 2 consists of the landscaping design and will be performed under the existing contract with the City.

**Sponsors:** City Administrator

**Department:** Public Works

**Attachments:** [20221118\\_NDC Proposal\\_Hyattsville Teen Center \(1\)](#)

**8.d. 4310 Gallatin St HVAC Control System Replacement** [HCC-246-FY23](#)

I move that the Mayor and Council authorize the City Administrator to enter into an agreement with Moreland Controls for an authorized expenditure not to exceed \$40,000 for the replacement of the HVAC control system at 4310 Gallatin Street, pending review by the City Attorney. Moreland Controls was determined to be the most responsive and responsible proposal that provided the best value to the City.

**Sponsors:** City Administrator

**Department:** Public Works

**Attachments:** [Hyattsville Municipal Quote](#)  
[JCI Scope City of Hyattsville-2-3-23pdf](#)  
[4310 Gallatin Street Hyattsville Municipal Bldg VAV Controls - KM](#)

**8.e. Driskell Park Building Assessment**[HCC-247-FY23](#)

I move that the Mayor and Council authorize an expenditure not to exceed \$38,000 to JMT for the inspection and assessment of the recreation building at David C. Driskell Community Park. This work will be conducted under JMT's current contract with the City.

**Sponsors:** City Administrator

**Department:** Public Works

**Attachments:** [TO 67 Proposal Building Assessment 11.14.22](#)

**8.f. Restoration of Athletic Fields**[HCC-248-FY23](#)

I move that the Mayor and Council authorize the City Administrator to enter into an agreement with Capitol Sports Fields for the restoration of athletic fields at Driskell Park and 38th Avenue Park. An expenditure not to exceed \$128,000 is authorized pending review by the City Attorney.

**Sponsors:** City Administrator

**Department:** Public Works

**Attachments:** [230214 - proposal - capital sports fields - field restoration](#)

**8.g. FY23 Budget Appropriation: MNCPPC Grant for Recreation Activities**[HCC-252-FY23](#)

I move that the Mayor and Council amend the FY23 Special Revenues Funds Budget to accept and appropriate the grant award in the amount of \$19,000 from the Maryland-National Capital Park and Planning Commission and authorize the City Administrator to sign the contract, upon the review and approval by the City Attorney, for legal sufficiency.

**Sponsors:** City Administrator

**Department:** Community Services

**Attachments:** [FY23 General Project Charge - Hyattsville Draft](#)

**8.h. ALPR Equipment Replacement** [HCC-253-FY23](#)

I move the Council authorize the City Administrator to execute a purchase order for the acquisition of a single (1) Automated License Plate Reader (ALPR) and associated services from Route 1 Security Corporation, dba PCS Mobile, for a total cost not to exceed \$44,949.83.

**Sponsors:** City Administrator

**Department:** Community & Economic Development

**Attachments:** [Memo - ALPR Replacement Hardware Acquisition](#)

**8.i. Hyattsville Crossing Business Improvement District (BID) - Phase III** [HCC-256-FY23](#)

I move the Council authorize the City Administrator to execute a work order in an amount not to exceed \$90,000 with HR&A Advisors, 925 15th Street, NW, Washington, DC 20005, for the purpose of providing consulting services related to the formation of the Hyattsville Crossing Business Improvement District (BID).

**Sponsors:** City Administrator

**Department:** Community & Economic Development

**Attachments:** [Memo - Hyattsville Crossing BID - Phase 3](#)

**8.j. 2023 Compensation Review Committee Recommendation** [HCC-267-FY23](#)

I move the Mayor and Council accept the recommendation from the 2023 Compensation Review Committee presented on February 6, 2023 to set the Mayor and Council salaries as set forth in the Committee's recommendation and the associated chart. I further move that the Council direct the City Attorney to draft an uncodified ordinance for the compensation structure for review and adoption by the City Council at a future meeting.

**Sponsors:** Croslin, Schaible and Solomon

**Department:** City Clerk

**Attachments:** [Compensation Review Committee & Recommendation Report 2023](#)  
[2022 Comp and Review Committee](#)

**8.k. Schedule ARPA Work Session of March 1, 2023**[HCC-268-FY23](#)

I move that the Mayor and Council schedule a the Council Work Session for Wednesday, March 1, 2023 at 6 PM in order for Council to review and discuss initiatives for American Rescue Plan Act (ARPA) funds.

**Sponsors:** City Administrator

**Department:** City Clerk

**8.l. Letter in Support of SB-813 Flood Management Grant Program**[HCC-270-FY23](#)

I move the Council authorize the Mayor to send to the Maryland State Senate a letter in support of SB-813 - Flood Management Program, a bill that will provide \$20 million to the State's existing Comprehensive Flood Management Program.

**Sponsors:** Croslin, Strab, Denes, Solomon, McClellan, Haba and Simasek

**Department:** City Clerk

**9. Action Items (7:45 p.m. - 8:20 p.m.)****9.a. Letter in Support of CB-007-2023 to the Prince George's County Council**[HCC-250-FY23](#)

**Approved, Unanimous**

I move that the Mayor and Council authorize the City to send a letter to the Prince George's County Council in support of CB-007-2023.

**Sponsors:** Schaible, Simasek, Solomon, McClellan and Waszczak

**Department:** City Clerk



**9.b. Library Apartments, 3325 Toledo Road Garage Redevelopment - Preliminary Plan of Subdivision (4-22004) [HCC-255-FY23](#)  
**Approved, Unanimous****

I move the City Council authorize the Mayor to send to the Maryland-National Capital Park & Planning Commission a letter in support of the Preliminary Plan of Subdivision (PPS-22004) Library Apartments, 3325 Toledo Road, Hyattsville, supporting the Preliminary Plan of Subdivision 22004 (Library Apartments, 3325 Toledo Road) subject to the following conditions:

1. At the time of Detailed Site Plan for any bicycle wayfinding signage proposed, the applicant shall utilize the City's bicycle wayfinding signage as recommended in the 2018 Hyattsville Transportation Study and included in the City's Exhibit A.
2. At time of Detailed Site Plan, the applicant shall demonstrate compliance with the 2016 Approved Prince George's Plaza Transit District Development Plan and Transit District Overlay Zoning Map Amendment street section for Toledo Road, as modified (if necessary) at the time of Detailed Site Plan, in accordance with Section 27-548.08(c)(3) of the Zoning Regulations or a comparable Prince George's County Department of Public Works and Transportation Urban Street Design standard.
3. At the time of Detailed Site Plan, to ensure on-site pedestrian and bicycle adequacy as required by 24-4506(c) of the Prince George's County Subdivision Regulations and to support the 20% vehicular trip reduction credits requested with the PPS, the applicant shall provide locations, limits, specifications, and details of on-site pedestrian and bicycle amenities and improvements including but not be limited to the following:
  - a. ADA-compliant pedestrian facilities provided along the full length of Democracy Avenue and to/through/across Constitution Drive at the areas conceptually shown in red on the City's Exhibit B. One option is to close to vehicular traffic the portion of Constitution Drive and Democracy Avenue shown in blue on the City's Exhibit B; another option is to include a public arcade within the structure along the southern façade. Locations of and specifications for short- and long-term on-site bicycle parking. The style, design, spacing, and location submitted by the Applicant shall be coordinated with M-NCPPC and City of Hyattsville staff;
  - b. Removal of brick paver crosswalks onsite and within the site frontage along Toledo Road, and reconstruction of crosswalks to include stamped asphalt and/or 10-foot-wide continental style, to be coordinated with the City of Hyattsville.
  - c. Removal of existing brick paver sidewalks and reconstruction of ADA-compliant sidewalk zones along the full frontage of Toledo Road.
4. If the applicant proposes development that will exceed the maximum parking ratios at time of Detailed Site Plan, the applicant shall provide a comprehensive transportation demand management strategy and program including incentives for non-automobile travel, implementation timing and phasing, and financial assurances, per Prince George's Plaza TDDP Parking and Loading Standards on page 258.
5. The applicant shall provide an easement and dedicated space for a bike share docking station (the vendor of the bike share must be approved by the Prince George's County Department of Public Works and Transportation (DPW&T)) on the subject site. The conceptual location of the station should be indicated on the preliminary plan of subdivision and the final location of this docking station will be selected by the County and the applicant, based upon the requirements of the bike sharing system, and in a highly-visible, convenient, and well-lit location that is publicly accessible. The location

requires at least four hours of solar exposure per day, year-round. The applicant shall allow DPW&T or its contractors/vendors access to the site to install, service, and maintain the bike share stations. In the event an appropriate location cannot be located on-site that meets bike share siting criteria or a vendor cannot be procured, the applicant will grant permission to the City to install bicycle racks within the easement as a permanent or interim condition.

6. At time of Detailed Site Plan, a Phase II noise report shall be submitted for any residential components on the property with noise levels in excess of 65 dBA and if unmitigated noise levels exceed 65 dBA, the report shall demonstrate that the interior of the units impacted by the same can be mitigated to 45 dBA Ldn or less, and that all outdoor activity areas with noise levels in excess of 65dBA can be mitigated to 65 dBA Ldn or less.
7. Prior to approval of building permits for a residential building located within the unmitigated 65 dBA Ldn noise contour of Toledo Road, a certification by a professional engineer with competency in acoustical analysis shall be placed on the building permits stating that the building shells of structures have been designed to reduce interior noise levels to 45 dBA Ldn or less.
8. Development of the site shall be in conformance with an approved Stormwater Management Concept Plan (24001-2022) or any subsequent revisions.
9. Prior to Planning Board approval of the Detailed Site Plan, the applicant shall provide a Letter of Intent (LOI) to the City of Hyattsville that includes, at a minimum, the following provisions:
  - a. Provision of public access easements to the City for any sidewalk along Toledo Road that is not located in the public right-of-way.
  - b. Acknowledgement of responsibility for maintenance of pedestrian light fixtures, landscaping, and sidewalks.
  - c. Restrictions related to construction staging and hours of operation, if needed.
  - d. If feasible, provision of an outdoor public art feature.

**Sponsors:** City Administrator

**Department:** Community & Economic Development

**Attachments:** [Action Memo - Library Apartments - PPS-22004 FINAL](#)  
[BPIS-PPS-4-22004](#)  
[PPS-4-22004](#)  
[TRAFFICMEMO-PPS-4-22004](#)

## 10. Discussion Items (8:20 p.m. - 10:30 p.m.)

**10.a. Introduction of the FY24 Council Budget Initiatives Discussion** [HCC-259-FY23](#)

City Administrator Tracey Douglas and City Treasurer Ron Brooks to open the FY24 Budget discussions with an overview of the process. Next steps for the FY24 budget will be reviewed at the end of the discussions.

**Sponsors:** City Administrator

**Department:** City Clerk

**Attachments:** [FY24 Council Budget Initiatives FINAL for packet CA Overview](#)  
[Council Budget Proposals](#)

**10.b. FY24 Council Budget Initiatives: Mayor Robert Croslin** [HCC-260-FY23](#)

For Discussion

**Sponsors:** Croslin

**Department:** City Clerk

**Attachments:** [FY24 Council Budget Initiatives FINAL for packet Croslin](#)  
[Forced Cleanup Tree Removal Fund Proposal Croslin](#)  
[Senior Check In Croslin](#)

**10.c. FY24 Council Budget Initiatives: Council President Joseph Solomon** [HCC-261-FY23](#)

For Discussion

**Sponsors:** Solomon

**Department:** City Clerk

**Attachments:** [FY24 Council Budget Initiatives FINAL for packet Solomon](#)  
[04-FY24-Budget-Proposals Language-Classes Solomon](#)  
[09-FY24-Budget-Proposals Invasive Species Solomon](#)  
[05-FY24-Budget-Proposal Mentrual Equity Solomon](#)  
[03-FY24-Budget-Proposals PPSCAC Aware Fund Solomon](#)  
[02-FY24-Budget-Proposals Tax Credit Solomon](#)

**10.d. FY24 Council Budget Initiatives: Council Vice President Danny Schaible** [HCC-262-FY23](#)

For Discussion

**Sponsors:** Schaible

**Department:** City Clerk

**Attachments:** [FY24 Council Budget Initiatives FINAL for packet Schaible](#)  
[Schaible Install Level-3 EV Chargers at 3505 Hamilton Street](#)

**10.e. FY24 Council Budget Initiatives: Councilmember Rommel Sandino** [HCC-263-FY23](#)

For Discussion

**Sponsors:** Sandino

**Department:** City Clerk

**Attachments:** [FY24 Council Budget Initiatives FINAL for packet Sandino](#)  
[Arts and Cultural Programming to Enhance Equity in Hyattsville RETF](#)  
[Motion Draft](#)

**10.f. FY24 Council Budget Initiatives: Councilmember Ben Simasek** [HCC-265-FY23](#)

For Discussion

**Sponsors:** Simasek

**Department:** City Clerk

**Attachments:** [FY24 Council Budget Initiatives FINAL for packet Simasek](#)  
[Budget request for second chance program Simasek](#)  
[Simasek Motion - Multifamily Green Improvement program](#)  
[Budget request for reusable bags updated 2.13.23 Simasek](#)

10.g. **FY24 Council Budget Initiatives: Councilmember Emily Strab** [HCC-264-FY23](#)

For Discussion

**Sponsors:** Strab

**Department:** City Clerk

**Attachments:** [FY24 Council Budget Initiatives FINAL for packet Strab](#)  
[Council Motion Form crosswalks](#)  
[EAC MEMO To council](#)  
[Council Motion Form EAC Grants](#)

10.h. **FY24 Council Budget Initiatives: Councilmember Joanne Waszczak** [HCC-266-FY23](#)

For Discussion

**Sponsors:** Waszczak

**Department:** City Clerk

**Attachments:** [FY24 Council Budget Initiatives FINAL for packet Waszczak](#)  
[Intern Motion](#)

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

12. Motion to Adjourn **The meeting adjourned at 10:08 p.m. Approved, Unanimous**

Attest: June 7, 2023



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Laura Reams, City Clerk