

# 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\\_hx4-j2uBS5SNAESa2vZzLg](https://us06web.zoom.us/webinar/register/WN_hx4-j2uBS5SNAESa2vZzLg)

**Monday, June 2, 2025**

**12:00 PM**

**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](mailto: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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**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](mailto:info@hyattsville.org).

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- 1. Call to Order and Council Roll Call**
- 2. Pledge of Allegiance to the Flag**
- 3. Moment of Silence for Pat Smith**
- 4. Approval of Agenda**
- 5. Approval of the Minutes**

**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****7. Proclamations****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

**Department:** City Clerk

**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

**Department:** City Clerk

**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****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

**Department:** City Clerk

**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.

**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

**Department:** City Clerk

**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

**Department:** City Clerk

**Attachments:** [IMG\\_7388](#)

**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

**Department:** Community Services

**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](#)

**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](#)

**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
  - 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

**Department:** City Administrator

**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

**Department:** Finance

**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](#)

**11. Council Dialogue (1:45 p.m. - 1:55 p.m.)**

**12. Motion to Adjourn Sine Die**



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## Agenda Item Report

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**File #:** HCC-352-FY25

6/2/2025

5.a.

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Submitted by: Quianna Taylor  
Submitting Department: City Clerk  
Agenda Section: Approval of the Minutes

**Item Title:**  
**Approval of the Minutes**

**Suggested Action:**

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.

**Summary Background:**

Please see attached minutes.

**Next Steps:**

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

**Fiscal Impact:**

N/A

**City Administrator Comments:**

Recommend approval.

**Community Engagement:**

N/A

**Strategic Goals:**

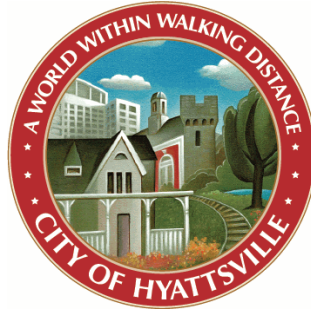
Goal 1 - Ensure Transparent and Accessible Governance

**Legal Review Required?**

N/A

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## Meeting Minutes

**Monday, March 3, 2025**

**7:00 PM**

**[https://us06web.zoom.us/webinar/register/WN\\_2jy9bxkvTPOGYUoIGL\\_Rrw](https://us06web.zoom.us/webinar/register/WN_2jy9bxkvTPOGYUoIGL_Rrw)**

**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**

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

Call to order at 7:02 PM

**Also Present:**

City Administrator Tracey Douglas  
Deputy City Administrator Laura Reams  
Interim Director of Community Business & Development Jeff Ulysse  
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 Community Services Sandra Shephard  
Director of Human Resources Jay Joyner  
City Clerk Nate Groenendyk  
Deputy City Clerk Quianna Taylor  
Emergency Services Manager Reggie Bagley

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

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

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**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**

Michael Gorman (Ward 5) is against purchase of new vehicles for the police department, citing the cost as a factor.

Melissa Schweisguth thanked staff for hard work and stated support for reducing the taxable assessment cap for the homestead tax credit.

Mr. Marshall expressed concerns about the property tax rate and the impact it has on seniors. He asked that the tax rate be lowered.

Daniel Broder (Ward 2) expressed support for the rent stabilization ordinance and ranked choice voting. He also stated that he is not in favor of purchasing new pd vehicles.

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

The City Administrator and City staff provided updates about City events, programming, and construction including the potential medical clinic in Ward 5, and the Canvas Apartments Parking Lot. Chief Towers addressed community concerns about the purchase of new vehicles.

**6. Proclamations**

A motion was made by Councilmember Strab, 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, Haba, and Sandino

**6.a. Proclamation Celebrating March 19, 2025, as Women in Public Office Day in the City of Hyattsville** [HCC-255-FY25](#)

I move that the Mayor and Council adopt a proclamation celebrating March 19, 2025, as Women in Public Office Day in the City of Hyattsville.

Sponsors: City Administrator

Attachments: [CM 0303 Women in Public Office Day 2025](#)

**6.b. Proclamation Celebrating March 2025 as Women's History Month in the City of Hyattsville** [HCC-256-FY25](#)

I move that the Mayor and Council proclaim March 2025 to be Women's History Month in the City of Hyattsville.

Sponsors: City Administrator

Attachments: [CM 0303 Women's History Month 2025.pdf](#)

**7. Appointments**

A motion was made by Councilmember Strab, 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. Appointment to the Educational Facilities Task Force** [HCC-265-FY25](#)

I move that the Mayor and Council approve the appointment of Marya Burks (Ward 1) to the Educational Facilities Task Force for a term of two (2) years to expire on March 3, 2027.

Sponsors: Waszczak

Attachments: [Maraya Burks W1 Jan 2025 redac](#)

**7.b. Appointments to the Code Compliance Advisory Committee** [HCC-266-FY25](#)

I move that the Mayor and Council approve the appointment of Michael Bonds (Ward 3) to the Code Compliance Advisory Committee for a term of two (2) years to expire on March 3, 2027.

Sponsors: Redmond

Attachments: [Michael Bonds W3 Jan 2025 redac](#)

**8. Consent Items (7:40 p.m. - 7:45 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 Council President Solomon, seconded by Councilmember Schaible, 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

**8.a. Zoning Variance Request V-93-24 - 6006 Queens Chapel Rd Hyattsville** [HCC-249-FY25](#)

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 6006 Queens Chapel Rd, Hyattsville application #V-93-24; granting relief from Prince Georges County Zoning Code section 27-10003(a) Decks, Porches, and Balconies, for a rear lot line setback of 6.33' ft to validate a non-conforming rear deck where decks may extend up to 5ft into any required yard.

Sponsors: City Administrator

Attachments: [2025-02-07\\_Memo-V-93-24\\_.ju](#)  
[V-93-24 Binder](#)  
[City of Hyattsville Zoning Variance Policy Statement & Variance Process ENGLISH](#)

**8.b. Disbursement of Ward 1 Discretionary Funds** [HCC-254-FY25](#)

I move the Mayor and Council approve the disbursement of \$500 of Ward 1 discretionary funds to the Hyattsville Community Development Corporation (HyCDC) to support Trolley Trail Day engagement activities.

Sponsors: Denes and Waszczak

**8.c. Council Meeting Schedule Update**

[HCC-264-FY25](#)

I move the Mayor and Council approve the following update to the schedule of Council Meetings:

-The introduction of the budget scheduled for Wednesday, March 26, 2025 will now be held on Monday, March 24, 2025.

-The in-person budget work session scheduled for February 24, 2025 will now be held on Monday, March 31, 2025.

-The in-person budget work session scheduled for February 26, 2025 will now be held on Wednesday, April 2, 2025.

Sponsors: City Administrator

**8.d. FY25 Budget Appropriation: MNCPPC Project Grant for Recreation Activities**

[HCC-257-FY25](#)

I move that the Mayor and Council amend the FY25 Special Revenues Funds Budget to accept and appropriate the grant award in the amount of \$200,000 from the Maryland-National Capital Park and Planning Commission and authorize the City Administrator to sign the contract, upon the review and approval of the City Attorney for legal sufficiency.

Sponsors: City Administrator

Attachments: [City of Hyattsville - FY25 Project Charge Contract](#)

**8.e. Purchase of Replacement Vehicles for Police Department**

[HCC-263-FY25](#)

I move Mayor and Council authorize the purchase two (2) Ford Explorers from Koons Baltimore Ford, in the amount not to exceed \$112,046.

Sponsors: City Administrator

Attachments: [Ford Explorer Request Memo - Koons Baltimore Ford](#)

**9. Action Items (7:45 p.m. - 8:15 p.m.)**

**9.a. Amend City Code Chapter 108: Homeowner's and Homestead Property Tax**

[HCC-261-FY25](#)

**Credit Programs**

I move the Mayor and Council direct the City Attorney to draft an ordinance amending City Code Chapter 108-2 and 108-3 as follows:

**Section 108-2: Homestead Property Tax Credit Program**

- Amend the effective date to July 1, 2025
- Reduce the taxable assessment cap down from 110% to 106%.

**Section 108-3: Local supplement to the state homeowners property tax credit**

- Assessed Value Limit - increase to \$415,000.
- Combined Net Worth Limit - increase to \$400,000.
- Combine Gross Income Limit - increase to \$90,000.

The proposed updates must be provided to the State Department of Assessment and Taxation before or on March 25, 2025, to take effect this property tax billing cycle.

Sponsors: City Administrator

Treasurer Brooks provided an overview of the proposed City Code Amendments for the Homeowner's and Homestead Property Tax Credit Programs. The Council and staff discussed the timeline to submit these amendments to the State and means to expand the program to make it more widely available.

Motion to amend the taxable assessment cap reduction of the Homestead Property Tax Credit Program to 105% from 110% made by CM Schaible and seconded by CM Haba.

Yes: Solomon, Schaible, Strab, Lee/No: Haba, Redmond, Waszczak, Denes, Croslin/Absent: Sandino  
The motion did not pass.

Motion to amend the assessed value limit of the state homeowners property tax credit to \$500,000 made by Council President Solomon and seconded by CM Haba.

Yes: Solomon, Schaible, Strab, Lee, Waszczak, Denes, Croslin/No: Redmond, Haba/Absent: Sandino  
The motion passed.

Motion to pass the amended motion made by Council President Solomon and seconded by CM Denes.  
Approved, Unanimous.

A motion was made by Council President Solomon, seconded by Councilmember Denes, 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. Discussion Items (8:15 p.m. - 8:45 p.m.)**

**10.a. FY26 Budget Discussion - Real Property Tax Rate and Constant Yield Tax Rate**[HCC-258-FY25](#)

The City Treasurer will provide an overview of the current Real Property Tax Rate and the recommended SDAT Constant Yield Tax Rate as well as revenue projections. The City Council can use this information to discuss and make a recommendation on setting the FY26 General Operating Budget Real Property Tax Rate. The information is being provided in advance of the proposed budget presentation scheduled for March 24, 2025.

Sponsors: City Administrator

Attachments: [FY26 Property Tax Rate Discussion 2-25-2025 \(3\)](#)

Treasurer Brooks provided an overview of the current real property tax rate and the constant yield tax rate as well as the projected revenues for FY26. The real property tax rate is currently set at \$.63 per \$100 of assessed value.

The Council and staff discussed the impacts of lowering the real property tax rate in conjunction with the amendments to the taxable assessment cap of the Homestead Property Tax Credit Program on the FY26 budget.

**11. Council Dialogue (8:45 p.m. - 8:55 p.m.)****12. Motion to Adjourn**

The meeting adjourned at 9:43.

A motion was made by Council President Solomon, 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, Lee, Haba, and Sandino

# City of Hyattsville

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## Meeting Minutes

**Monday, March 17, 2025**

**7:00 PM**

**[https://us06web.zoom.us/webinar/register/WN\\_keJomvPoS2Gu1157xZ7bng](https://us06web.zoom.us/webinar/register/WN_keJomvPoS2Gu1157xZ7bng)**

**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](mailto: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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**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

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

Call to order at 7:00 PM.

Also Present:

City Administrator Tracey Douglas

Deputy City Administrator Laura Reams

Interim Director of Community and Economic Development Jeff Ulysse

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

Director of Community Services Sandra Shephard

Director of Human Resources Jay Joyner

City Clerk Nate Groenendyk

Deputy City Clerk Quianna Taylor

Emergency Services Manager Reggie Bagley

**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, Haba,  
and Sandino

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

Peter Daniels spoke in favor of Rent Stabilization and Ranked Choice Voting.

Jim Bathurst spoke in support of the CERT Team.

Tatjana Hrubik-Vulanovic spoke in favor of a more transparent budget process.

Irene Marsh expressed concerns about the City budget.

Janice Boakye spoke about the living conditions in the Vie Towers. She stated that there was no power and no hot water in the building. She stated that the complex has chronic issues that affect the resident's quality of living.

Jayshawn Robertson also expressed concerns as Janice Boakye. He cited negligent property maintenance and a lack of communication from management.

Melissa Schweisguth (Ward 5) thanked the Council for the work they were doing on the tax credits. She also asked the Council to be reasonable and practical with the budget.

Mr. Marshall (Ward 4) spoke in support of the staff's efforts to present a balanced budget.

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

The City Administrator provided updates on City events and programming. Treasurer Brooks provided insight into reporting the aggregate debt in the upcoming budget.

The staff and Council discussed updates on outstanding audits, parking permit removal, City tax credits, and the staff response to the residents in Vie Towers.

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

**6.a. Hyattsville CERT Team**

[HCC-271-FY25](#)

For presentation.

Sponsors: City Administrator

Attachments: [Hyattsville CERT Presentation.pdf](#)

Emergency Services Manager Bagley introduced the CERT Team lead, Hajah Jaward, who gave a short overview and presentation on the CERT Team's mission in the community.

The Council and staff discussed the financial implications of having a CERT Team, and the ways that they supplement the established emergency services.

**6.b. Lower Ward 1 Stormwater Grant Update**

[HCC-273-FY25](#)

Presentation only

Sponsors: City Administrator

Attachments: [Stormwater Presentation](#)

Hal Metzler and Emily Clifton (Low Impact Development Center) gave an overview of the stormwater grant and advised that the grant application was near the submittal step.

The Council thanked Congressman Ivey for his assistance with the grant and expressed excitement about the grant moving forward, as stormwater issues persist in many areas in the City. CM Schaible expressed concerns about the grant funding being held up by the federal government and the lack of bio-retention design elements in the plan. He was advised by Deputy Director Metzler that bio-retention elements are included but are so miniscule, they are not included in the plans.

## 7. Proclamations

A motion was made by Councilmember Redmond, 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 Declaring March 31, 2025, as Transgender Day of Visibility in the City of Hyattsville [HCC-268-FY25](#)

I move that the Mayor and Council adopt a proclamation to declare March 31, 2025, as Transgender Day of Visibility the City of Hyattsville.

Sponsors: City Administrator

Attachments: [CM 03.17 National Transgender Day of Visibility Proclamation \(1\)](#)

### 7.b. Proclamation Celebrating the 30th Anniversary of the Abundant Life Bible Church and 10 years of Service of Pastor Dr. Melva T. Covington. [HCC-275-FY25](#)

I move that the Mayor and Council adopt a proclamation celebrating the 30th anniversary of Abundant Life Bible Church and the 10 years of pastoral service of Dr. Covington.

Sponsors: Croslin, Waszczak and Solomon

Attachments: [CM 0317 Abundant Bible Church\\_Pastor Covington.pdf](#)

## 8. Appointments

A motion was made by Councilmember Redmond, 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

**8.a. Appointment to the Educational Facilities Task Force**[HCC-277-FY25](#)

I move that the Mayor and Council approve the re-appointment of Kat Schooley (Ward 1) and Daniel Broder (Ward 2) to the Educational Facilities Task Force for a term of two (2) years to expire on March 17, 2027.

Sponsors: Waszczak and Sandino

Attachments: [Daniel Broder re-appoint Mar 25 redac](#)  
[Kat Schooly re-appoint Mar 25 redac](#)

**8.b. Appointment to the Police and Public Safety Citizens' Advisory Committee**[HCC-278-FY25](#)

I move that the Mayor and Council approve the re-appointment of Taylor Wilder (Ward 2) to the Police and Public Safety Citizen's Advisory Committee for a term of two (2) years to expire on March 17, 2027.

Sponsors: Strab

Attachments: [Taylor Wilder re-appoint Mar 25 redac](#)

**9. Consent Items (8:20 p.m. - 8:25 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 Denes, 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.a. Disbursement of FY25 Education Enrichment Grants**[HCC-253-FY25](#)

I move that the Mayor and Council authorize the expenditure of \$12,000 to support the grant proposals recommended from the Education Advisory Committee and listed in the attached memo for dissemination of the FY25 Education Enrichment Grants.

Sponsors: City Administrator

Attachments: [Letter to Council 2024-2025 Enrichment Grants \(1\)](#)  
[2024-2025 EAC Grant Council Spreadsheet \(1\)](#)

**9.b. Disbursement of Ward 1 Discretionary Funds**[HCC-269-FY25](#)

I move the Mayor and Council approve the disbursement of \$188 of Ward 1 discretionary funds to Audrey Engdahl to support the Defend Yourself workshop for Hyattsville youth held on March 1, 2025.

Sponsors: Denes and Waszczak

**9.c. National Capital Region Mutual Aid Agreement**[HCC-274-FY25](#)

I move that the Mayor and Council authorize the City Administrator to enter into the Washington Council of Governments Mutual Aid Agreement authorizing the Hyattsville Police Departmental to participate across jurisdictional boundaries to improve public safety in the National Capital Region.

Sponsors: City Administrator

Attachments: [NCR MAA Signatures 20240104.pdf](#)

**10. Action Items (8:25 p.m. - 8:45 p.m.)****10.a. Hyattsville Ordinance 2025-01: Revisions to City Code Chapter 108, Taxation (Introduction and First Reading)**[HCC-270-FY25](#)

I move the Mayor and Council introduce Hyattsville Ordinance 2025-01, an ordinance whereby the City Council amends City Code, Chapter 108, Taxation, to revise the Homestead Property Tax Credit program and the local supplement to the state homeowners property tax credit as follows:

**Section 108-2: Homestead Property Tax Credit Program**

- Amend the effective date to July 1, 2025
- Reduce the taxable assessment cap down from 110% to 106%.

**Section 108-3: Local supplement to the state homeowners property tax credit**

- Assessed Value Limit - increase to \$500,000.
- Combined Net Worth Limit - increase to \$400,000.
- Combine Gross Income Limit - increase to \$90,000.

Sponsors: City Administrator

Attachments: [Draft Homestead Tax Credit and Homeowners Supplement Ordinance Amendment 3.10.25 .3 \(002\) .2.docx](#)

Treasurer Brooks provided a recap of the of the revisions to Chapter 108 of the City Code.

CM Haba stated that the Homeowners Tax Credit is means tested and recommended that the Council increase the tax credit provided to residents from 15% to 30%. CM Strab advised that she is in support.

CM Haba made a motion that was seconded by CM Denes to amend the ordinance as follows:  
Amend section 108-3 D.2.b to change the percentage from 15% to 30% of the State homeowner's property tax credit granted under Section 9-104.

The motion was approved, unanimously.

A motion was made by Council President Solomon, seconded by Councilmember Strab, 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

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

**11. Council Dialogue (8:45 p.m. - 8:55 p.m.)**

**12. Motion to Adjourn**

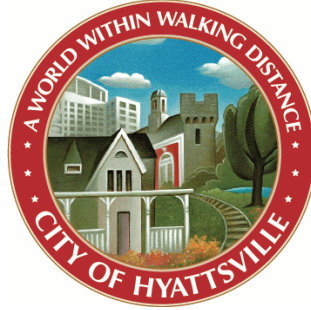
The meeting adjourned at 8:36 PM.

A motion was made by Councilmember Haba, 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, Haba, and Sandino

# City of Hyattsville

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## Meeting Minutes

**Monday, March 24, 2025**

**7:00 PM**

[https://us06web.zoom.us/webinar/register/WN\\_w5CvVYwRQjaIPGwyDotV2g](https://us06web.zoom.us/webinar/register/WN_w5CvVYwRQjaIPGwyDotV2g)

**Virtual: Introduction of the FY26 Budget**

### 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](mailto:cityclerk@hyattsville.org)**



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

The call to order was 7:01 PM.

**Also Present:**

City Administrator Tracey Douglas

Deputy City Administrator Laura Reams

Interim Director of Community and Business Economic Development

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 Services Sandra Shephard

Director of Human Resources Jay Joyner

City Clerk Nate Groenendyk

Deputy City Clerk Quianna Taylor

Emergency Resources Manager Reggie Bagley

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

**3. Approval of Agenda**

The City Clerk requested to add the Appointment of Rachel Huggins to the Health, Wellness, and Recreation Advisory Committee for a two year term, ending on March 24, 2027, to the agenda as item 5.e. It was approved by unanimous consent.

CM Schaible made a motion to remove item 6.b., Master Services Agreement with Flock, from the agenda. The motion received no second.

CM Redmond made a motion, that was seconded by Council President Solomon, to move item 6.b., Master Services Agreement with Flock, to the Action Agenda. Yes: Croslin, Solomon, Denes, Strab, Redmond, Lee, and Sandino Abstain: Schaible  
The motion carries.

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

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

**Absent:** Haba

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

Daniel Broder stated that he is not in support of the Council voting on the Master Services Agreement for the license plate reader program before there is an opportunity for public review, citing how it could impact the community members, political activists, and the immigrant community.

Mr. Marshall spoke in favor of lowering the tax rate advising that the assessments are causing an increase which is a hardship for many residents. He also asked about the scheduling changes for the budget roundtable.

Melissa Schweisguth (Ward 5) asked for a practical budget that doesn't require the use of reserve funding. She also expressed concerns about the City taking over state roads like Hamilton Street.

Lisbeth Melendez Rivera expressed concerns about the budget and energy savings for projects moving forward. She also expressed concerns about potential surveillance as a result of the license plate reader program stating it will alienate residents.

**5. Appointments**

A motion was made by Council Vice-President Waszczak, 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, and Sandino

**Absent:** Haba

**5.a. Appointment to the Planning Committee**[HCC-281-FY25](#)

I move that the Mayor and Council approve the reappointments of Yohannes Bennehoff (Ward 4), Gregory Barnes (Ward 1), and William Seath (Ward 2) to the Planning Committee for a term of two (2) years to end on March 24, 2027.

Sponsors: Redmond

Attachments: [William Seath W2 Mar 25 redac](#)  
[Gregory Barnes W1 Mar 25 redac](#)  
[Yohannes Bennehoff W-4 Mar 25 redac](#)

**5.b. Appointment to the Code Compliance Advisory Committee**[HCC-282-FY25](#)

I move that the Mayor and Council approve the reappointment of Gloria Felix-Thompson (Ward 1) to the Code Compliance Advisory Committee for a term of two (2) years to expire on March 24, 2027.

Sponsors: Redmond

Attachments: [Gloria Felix-Thompson W1 April 2025 redac](#)

**5.c. Appointment to the Education Advisory Committee**[HCC-283-FY25](#)

I move that the Mayor and Council approve the reappointment of Lisvette Garcia (Ward 1) and Michael Angeloni (Ward 5) to the Education Advisory Committee for a term of two (2) years ending on March 24, 2027.

Sponsors: Strab

Attachments: [Lisevett Garcia W1 April 2025 redac](#)  
[Michael Angeloni W5 April 2025 redac](#)

**5.d. Appointment to the Hyattsville Environment Committee**[HCC-284-FY25](#)

I move that the Mayor and Council approve the reappointments of Janet Nackoney (Ward 2) to the Hyattsville Environment Committee for a term of two (2) years to expire March 24, 2027.

Sponsors: Schaible

Attachments: [Janet Nackoney W2 Mar 25 redac](#)

**5.e Appointment to the Health, Wellness, and Recreation Committee**

I move that the Mayor and Council approve the reappointments of Rachel Huggins (Ward 4) to the Health Wellness and Recreation Advisory Committee for a term of two (2) years to expire on March 24, 2027.

**6. Consent Items (7:20 p.m. - 7:25 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, Lee, and Sandino

**Absent:** Haba

**6.a. Hyattsville Ordinance 2025-01: Revisions to City Code Chapter 108, Taxation (Second Reading and Adoption)** [HCC-279-FY25](#)

I move the Mayor and Council introduce Hyattsville Ordinance 2025-01, an ordinance whereby the City Council amends City Code, Chapter 108, Taxation, to revise the Homestead Property Tax Credit program and the local supplement to the state homeowners property tax credit as follows:

**Section 108-2: Homestead Property Tax Credit Program**

- Amend the effective date to July 1, 2025
- Reduce the taxable assessment cap down from 110% to 106%.

**Section 108-3: Local supplement to the state homeowners property tax credit**

- Assessed Value Limit - increase to \$500,000.
- Combined Net Worth Limit - increase to \$400,000.
- Combine Gross Income Limit - increase to \$90,000.
- Percent of the State homeowner's property tax credit - increase to 30%.

Sponsors: City Administrator

Attachments: [Hyattsville Ordinance 2025-01\\_Chapter 108 Taxation\\_Draft.docx](#)

**6.c. Council Meeting Schedule Update** [HCC-285-FY25](#)

I move the Mayor and Council approve the following update to the schedule of Council Meetings:

- The in-person budget work session scheduled for March 31, 2025, will now be held at 10 am on April 5, 2025.
- The in-person budget work session scheduled for April 2, 2025, will now be a virtual meeting to present FY26 departmental budgets.

Sponsors: City Administrator

**Agenda Item 6.b. Moved to Action Agenda via Motion in Approval of Agenda**

**6.b. Master Services Agreement with Flock**[HCC-280-FY25](#)

I move that Mayor and Council authorize the City Administrator to enter into an Agreement with Flock Safety as part of the Project Safe Neighborhoods Grant. This grant was previously awarded to the City of Hyattsville by the Governor's Office of Crime Prevention and Policy for the purchase of twenty four (24) stationary License Plate Readers (LPRs) throughout the City, not to exceed an amount of \$231,600 of grant funds, pending legal sufficiency.

Sponsors: City Administrator

Chief Towers provided an overview of the contract for Flock, to acquire and install 24 stationary license plate readers. The overview included details about processes and guidelines for data uses, storage, retention, and access. He also shared that the City will own all the data generated from this program.

The Council discussed how the license plate reader program could aid in proactive police intervention and additional crimes that could be tracked such as property theft.

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, and Sandino

**Absent:** Haba

**7. Presentations (7:25 p.m. - 8:35 p.m.)****7.a. Introduction of the FY26 Budget**[HCC-286-FY25](#)

For presentation.

Sponsors: City Administrator

Attachments: [FY26 Budget Presentation\\_March 24 2025 - Revenues](#)

The City Administrator and Treasurer provided an audit update which was proceeded by the overview of the FY2026 budget revenues, debt summary and analysis.

The Council discussed budget objectives, projected reduction of revenues, paying down City debt, ARPA programming legacy costs, and proposed cuts to services. Council and staff also discussed funding sources for City projects and restructuring the staff to maximize efficiency.

**8. Council Dialogue (8:35 p.m. - 8:45 p.m.)**

**9. Motion to Adjourn**

The meeting adjourned at 10:23 PM.

A motion was made by Councilmember Lee, seconded by Councilmember Sandino, 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

# City of Hyattsville

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



## Meeting Minutes

Wednesday, April 2, 2025

7:00 PM

[https://us06web.zoom.us/webinar/register/WN\\_QUuzLhvLR1y5lt9bGn4yLg](https://us06web.zoom.us/webinar/register/WN_QUuzLhvLR1y5lt9bGn4yLg)

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](mailto: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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**1. Call to Order and Council Roll Call**

The meeting was called to order at 7:02 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

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

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

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

Lina P. (Ward 2) spoke in opposition of reducing funding for the Hyattsville Life & Times. She also asked for more transparency and prudence in the FY26 budget.

Tatjana Hrubik-Vulanovic (Ward 5) spoke about reducing the budget through modifying employee benefits.

Mr. Marshall spoke in opposition to removing cost of living adjustments (COLA) for staff. He also asked that the Council consider removal the Thrones public toilets in the City.

**5. Presentations (7:20 p.m. - 9:00 p.m.)**

**5.a. FY26 Departmental Budget Presentation**[HCC-288-FY25](#)

For Presentation

Sponsors: City Administrator

Attachments: [FY 26 BUDGET BOOK FINAL for 04.02.2025.pdf](#)

The City Administrator and Treasurer opened the budget presentation before allowing each director time to review the budget for their department.

CM Strab inquired about how fund balances are recorded, tracked and carried over into the new fiscal years. She also spoke in support of retaining funding to the Hyattsville Life & Times at current levels and expressed that there is potential to expand the work done with the paper. She also expressed her desire to retain funding for the annual Back to School Drive supply giveaway to residents. Lastly she stated that she would like to review the efficacy of the stipend program to draw residents from wards 3, 4, and 5, and that the Community Services department is working to identify grants and external funding sources for the teen mental health programs.

Council Vice President Joanne Waszczak advised that she would like more information about costs for the varying benefit levels for staff, police, and retirees. She also expressed concerns about the decision to withhold a cost of living adjustment to staff, and the proposal to cut funding to the Hyattsville Life & Times. She spoke in favor of keeping the committee stipend program citing that committee participation has increased in the past 6 months to nearly 90%. Her recommended cuts were glossy paper for City communications and removing Throne toilets, and asked for their utilization rates.

CM Redmond advised that he is in support of providing cost of living adjustments to the staff and that he agrees that the efficacy of the stipend program needs to be examined. Lastly he advised that he is in favor of keeping the Throne toilets in the parks citing that flushable toilets are of great benefit to the residents.

CM Schaible stated his support of cutting funding for the Throne toilets in the park citing the costs for keeping them. He also stated support for giving staff a cost of living adjustment, keeping the committee stipend program and continuing support of the Hyattsville Life & Times at the current rate. He also inquired about the balance of the capital improvement fund and where those monies are derived and how they are recorded. He stated the need for a more realistic budget that accounts for projected revenue, expenditures, and staff costs.

Council President Solomon stated that the cuts in the budget are based on the Council requesting a more balanced budget. In addition the Council approved a budget director for FY26 which should improve the budgetary process. He stated that he has concerns about the personal property tax projections and how they may be impacted due to tariffs that are implemented. He also raised concerns about income taxes as many residents with federal jobs are becoming unemployed. Lastly he inquired about funding for capital improvement projects that had funding shifted from ARPA to other funding sources.

**6. Council Dialogue (9:00 p.m. - 9:10 p.m.)**

**7. Motion to Adjourn**

The meeting adjourned at 11:03 PM.

A motion was made by Councilmember Redmond, 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, and Sandino

**Absent:** Haba

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## Meeting Minutes

**Monday, April 7, 2025**

**7:00 PM**

[https://us06web.zoom.us/webinar/register/WN\\_uyTj0pAMQCWGylsy9AM8HQ](https://us06web.zoom.us/webinar/register/WN_uyTj0pAMQCWGylsy9AM8HQ)

**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](mailto:cityclerk@hyattsville.org)**

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**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

Director of Community Business and Economic Development Jeff Ulysse

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

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

Emergency Resources Manager Reggie Bagley

Housing Manager David Cristeal

Communications Manager Cindy Zork

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



**3. Approval of Agenda**

The City Clerk offered an amendment to add agenda item HCC-298-FY25 to the Action Agenda.

A motion was made by Councilmember Lee, 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, and Sandino

**Absent:** Haba

**4. Approval of the Minutes****4.a. Approval of the Minutes**[HCC-297-FY25](#)

I move that the Mayor and Council approve the Council Meeting Minutes of January 21, 2025 and February 3, 2025.

Sponsors: City Administrator

Attachments: [Minutes\\_Feb 3](#)

[Minutes Jan 21](#)

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

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

**Absent:** Haba

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

Tatjana Hrubik-Vulanovic (Ward 5) asked the Council to consider scaling down employee benefits and staff.

Mr. Marshall (Ward 4) expressed that he is opposed to staff reduction and graduated fines for speed enforcement as the latter creates an undue burden to the public. Lastly he stated that he is opposed to waiving taxes for new properties.

Melissa Schweisguth (Ward 5) stated that she is opposed to keeping the Throne bathrooms. She also in favor of scaling down staffing numbers and noted the increased costs at "The Spot" and Driskell Park. She also inquired about the funding sources of the Capital Improvement Projects (CIP) and the resident satisfaction survey.

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

The City Administrator provided updates on City events and programming.

**7. Presentations (7:40 p.m. -9:20 p.m.)**

---

**7.a. Pennrose - Sanctuary at Hyattsville Crossing - Request of City Payment in Lieu of Taxes (PILOT)** [HCC-287-FY25](#)

For Presentation

Sponsors: City Administrator

Attachments: [Hyattsville Cover Letter Final](#)  
[PILOT Memo Apr 1 2025.pdf](#)  
[Pennrose Presentation Slides PILOT Request Apr 2025](#)

Housing Manager David Cristeal gave a brief overview of the Pennrose-Sanctuary at Hyattsville Crossing project before introducing Pastor Yvonne Penn (First United Methodist Church of Hyattsville) and Patrick Bateman (Pennrose) who discussed the project in depth.

Councilmembers discussed comparable projects done by Pennrose, permanent supportive housing units, and ways to expand housing access for disabled residents.

**7.b. Hyattsville Elementary School Construction Update** [HCC-300-FY25](#)

N/A

Sponsors: City Administrator

Attachments: [2023-12-21-hyattsville-k8-kickoff-meeting-pe-final.pptx](#)

Community Business and Economic Development Director Jeff Ulysse introduced Shawn Matlock, Director of the Prince George's County Blueprint School Program who discussed the Hyattsville Elementary School construction project in depth.

Councilmembers discussed the need for continued community outreach, expanded classroom space, and the impacts of increased traffic in the swing space. Mr. Matlock advised that a virtual community meeting is coming up and information to register will be shared with the City.

**7.c. 2025 Resident Satisfaction Survey Results** [HCC-298-FY25](#)

For Presentation

Sponsors: City Administrator

Attachments: [Probolsky Research - City of Hyattsville - Community Survey - Executive Presentation](#)

Communications Manager Cindy Zork introduced Alyce Basil, of Probolsky Research, who presented the results of the resident satisfaction survey.

**8. 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, Denes, Schaible, Strab, Redmond, Lee, and Sandino

**Absent:** Haba

**8.a. Proclamation Celebrating April 2025 as Arab American Heritage Month** [HCC-292-FY25](#)

I move that the Mayor and Council adopt a proclamation recognizing April 2025 as Arab American Heritage Month in the City of Hyattsville.

Sponsors: City Administrator

Attachments: [CM 0407 Arab American Heritage Month 2025](#)

**8.b. Proclamation Celebrating World Autism Acceptance Day and Autism Acceptance Month.** [HCC-293-FY25](#)

I move that the Mayor and Council adopt a proclamation celebrating April 2, 2025 as World Autism Acceptance Day and April as Autism Acceptance Month in the City of Hyattsville.

Sponsors: City Administrator

Attachments: [CM 0407 National Autism Acceptance Month](#)

**8.c. Proclamation in Honor of National Volunteer Week** [HCC-294-FY25](#)

I move that the Mayor and Council proclaim April 20-26, 2025 as National Volunteer Week in the City of Hyattsville.

Sponsors: City Administrator

Attachments: [CM 0407 National Volunteer Week 2025](#)

**8.d. Proclamation in Honor of National Public Health Week** [HCC-295-FY25](#)

I move that the Mayor and Council proclaim April 7-13, 2025 as National Public Health Week in the City of Hyattsville.

Sponsors: City Administrator

Attachments: [CM 0407 Public Health Week 2025](#)

**Action Items (Added during Approval of the Agenda)**

HCC-298-FY25: I move the Mayor and Council authorize City staff to provide testimony to the Prince George's County Planning Board regarding the replacement of the existing Hyattsville Elementary School.

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, Lee, and Sandino

**Absent:** Haba

**9. Discussion Items (9:25 p.m. - 10:00 p.m.)****9.a. FY26 Capital Improvement Plan and Budget Discussion**[HCC-301-FY25](#)

Discussion to review the CIP and discuss the proposed FY26 Budget.

Sponsors: City Administrator

City Administrator Douglas and Treasurer Brooks introduced the FY26 Capital Improvement Plan before giving a overview. Director Riddle, Chief Towers, and Emergency Resource Manager Bagley discussed closed projects as well as projects currently being funded by the Capital Improvement Plan.

Councilmembers discussed funding for the Capital Improvement Plan, the current deficit, and monies already spent on Capital Improvement Plan projects. Councilmembers also inquired about bonds for the special tax district and funding for the West Hyattsville Green Alley Project.

**10. Council Dialogue (10:00 p.m. - 10:10 p.m.)****11. Motion to Close**

The meeting adjourned at 10:04 PM.

A motion was made by Councilmember Redmond, 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, and Sandino

**Absent:** Haba

**11.a. Motion to Close - Note: Council will not Return to Open Session**[HCC-299-FY25](#)

I move the Mayor and Council close the Council Meeting of April 7, 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”.

Sponsors: City Administrator

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 10:05 p.m. on Monday, April 7, 2025.

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

Tracey Douglas, City Administrator

Laura Reams, Deputy City Administrator

Ron Brooks, City Treasurer

Lesley Riddle, Director of Public Works

Jeff Ulysse, City Planner

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 related thereto.

Topics Discussed: Council was provided an update by staff, and subsequently discussed the ongoing negotiations related to the potential acquisition of a property within the City limits.

Action Taken: None taken.

The closed session adjourned at 11:12 p.m. on a motion made by Councilmember Lee and seconded by Councilmember Strab. The Council did not return to open session.

The meeting ended at 11:12 p.m.

**12. Motion to Adjourn**

The meeting adjourned at 10:04 PM.

# City of Hyattsville

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## Meeting Minutes

**Monday, April 21, 2025**

**7:00 PM**

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**Virtual**

## **City Council**

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**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](mailto:cityclerk@hyattsville.org)**

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**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, April 21, 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](http://www.hyattsville.org/meetings).

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[https://us06web.zoom.us/webinar/register/WN\\_gQi4gipfRmuvX-NpdWuUaQ](https://us06web.zoom.us/webinar/register/WN_gQi4gipfRmuvX-NpdWuUaQ)



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

The meeting was called to order at 7:05 PM.

Also Present:

City Administrator Tracey Douglas

Deputy City Administrator Laura Reams

Director of Community Business and Economic Development Jeff Ulysse

Housing Manager David Cristeal

City Treasurer Ron Brooks

Chief of Police Jarod Towers

Director of Public Works Lesley Riddle

Deputy Director of Public Works Hal Metzler

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 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

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

Daniel Broder (Ward 2) asked that the Council reaffirm its commitment to being a sanctuary city in light of events with Kilmar Abrego Garcia, who is being detained in El Salvador.

Kurt Brintzenhofe (Ward 5) raised concerns about the City granting the development of the Pennrose-Sanctuary at Hyattsville Crossing a tax deferment, and inquired what the long term impact will be for residents.

LB (name not provided) raised concerns about the press release issued regarding the detaining of Kilmar Abrego Garcia.

Melissa Schweisguth (Ward 5) echoed sentiments about Kilmar Abrego Garcia. She also stated concerns about the pilot length for the Pennrose-Sanctuary at Hyattsville Crossing project, cost of living adjustments for staff, and opposition for funding grants for Streetcar Suburbs.

Tatjana Hrubik-Vulanovic (Ward 5) asked that the Council scale back employee benefits and consider reducing the municipal tax rate.

Lee Cain stated that the trust among residents has been broken after the detention of Kilmar Abrego Garcia.

Michael Gorman (Ward 5) expressed concerns about the budget amendments and asked the Council to consider financial offsets to prevent increasing the budget further.

Mr. Marshall (Ward 4) is opposed to the Pennrose-Sanctuary at Hyattsville Crossing project and funding for "The Spot".

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

The City Administrator provided updates on city events, programming, and new hires. Deputy City Administrator Reams discussed Wordly, a new translation service that is being used by the City.

Councilmembers and the staff discussed the incidents tied to Mr. Kilmar Abrego Garcia and City policies that govern providing government services to immigrants.

**6. Proclamations**

A motion was made by Councilmember Redmond, 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

**6.a. Arbor Day Proclamation**[HCC-296-FY25](#)

I move the Mayor and Council to proclaim April 25, 2025 as Arbor Day in the City of Hyattsville.

Sponsors: City Administrator

Attachments: [CM 0407 Arbor Day 2025](#)

**7. Consent Items (7:40 p.m. - 7:45 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 Council Vice-President Waszczak, seconded by Councilmember Haba, that the Consent Agenda be approved. The motion carried by the following vote:

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

**7.a. Trolley Trailhead Park (The Spot) Landscaping**[\*\*HCC-290-FY25\*\*](#)

I move that the Mayor and Council authorize an expenditure not to exceed \$100,000 to SMC for landscaping for the Trolley Trailhead Park project, "The Spot," under their current contract with the City.

Sponsors: City Administrator

Attachments: [SMC DPW19-011B Task 49 The Spot Landscaping rev Ph1 11-01-2024](#)

**7.b. PES Contract Award RFP # CED02282025**[\*\*HCC-303-FY25\*\*](#)

I move that the Mayor and Council authorize the City Administrator to enter into a contract with Partners for Economic Solutions (PES) in an amount not to exceed \$59,000 for consulting services to evaluate and recommend strategies to preserve and/or expand the affordability of 4 rental communities in West Hyattsville. This initiative is funded by the MWCOG Housing Affordability Planning Program Grant. The contract is subject to the review and approval by the City Attorney for legal sufficiency.

Sponsors: City Administrator

Attachments: [Memo RFP CED02282025 Award PES April 21 2025](#)  
[Draft PES Consultant Contract April 2025](#)

**7.c. Change Order - Bry's Lawn Care Tree Planting**[\*\*HCC-308-FY25\*\*](#)

I move that the Mayor and Council authorize the City Administrator to exercise a change order in an amount not to exceed \$30,000 for the term of the existing contract with Bry's Lawn Care and Landscaping, expiring April 2026.

Sponsors: City Administrator

Attachments: [Bry's Lawn Care Contract](#)

**8. Action Items (7:45 p.m. - 9:00 p.m.)**

**8.a. Pennrose - Sanctuary at Hyattsville Crossing request of a Payment in Lieu of Taxes (PILOT) Letter of Intent (LOI)** [HCC-304-FY25](#)

I move that the City Council authorize the Mayor to send a Letter of Intent (LOI) in support of the proposed Payment in Lieu of Taxes (PILOT) for the Pennrose - Sanctuary at Hyattsville Crossing development project.

Sponsors: City Administrator

Attachments: [Pennrose PILOT support Letter of Intent \(LOI\) Apr 22 2025](#)  
[Hyattsville Cover Letter Final](#)  
[PILOT Memo Apr 11 2025](#)

Director Ulysse introduced Housing Manager David Cristeal, who gave an overview of the project and the request for deferred tax payments.

Councilmembers discussed the length of the pilot program, the ability to build in inflationary costs of rent throughout the pilot, hidden resident costs of the pilot program and the rate of the tax abatement. Council also inquired about permanent supportive units and the marketing plan for the development once units are ready to be leased.

A motion was made by Council Vice-President Waszczak, 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, and Sandino

**Abstain:** Haba

**8.b. FY25 Capital Improvement Budget Transfer of Grant Funds and Amend Budget Appropriations**[HCC-312-FY25](#)

I move that the Mayor and Council authorize the Treasurer to transfer grant funds not to exceed \$681,655 from the general account fund to the FY25 Capital Improvements Revenue account fund and amend the FY25 CIP budget by adjusting appropriations not to exceed \$681,655 to cover cost of sitework at The Spot. The grant funds were previously received from PG County Revenue Authority and awarded by the Maryland Department of Housing and Community Development (DHCD) for project commonly known as "The Spot".

Sponsors: Douglas

Treasurer Brooks gave an overview of the financial component of the project. Director Riddle advised that the groundbreaking for this project will happen soon.

Councilmember Haba reiterated to residents that this is grant funding that the Council is voting to allocate to this project.

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, Denes, Schaible, Strab, Redmond, Lee, Haba, and Sandino

**8.c. FY26 Budget: Council Amendments**[HCC-310-FY25](#)

I move the Mayor and Council amend the FY26 budget to include the following:

-\$15,000 for a patronage grant to the Hyattsville Life and Times in the City Council budget.

-\$18,000 for the Committee Stipend Program

-\$5,000 for ADA Compliance Software

-\$35,000 for Volunteer Service Support

-\$35,000 for Mental Health Programming in the CS budget. Increase from \$15K

-\$348,158 for a 2.5% Cost of Living Adjustment (COLA) for all City staff.

-\$810,361 for waste/snow removal, street maintenance, winter road treatment, and funding for five staff positions in the Department of Public Works.

Sponsors: Croslin, Solomon and Redmond

Attachments: [UPDATED FY26 Budget Presentation Council Budget Amendments \(1\).pptx](#)

CM Strab made a motion, which was seconded by CM Haba, to increase funding to the Hyattsville Life & Times from \$15,000 to \$20,000.

Yes: 4 (Solomon, Strab, Haba, Sandino) No: 6 (Waszczak, Denes, Schaible, Redmond, Lee, Croslin)

Abstain: 0 The motion did not pass.

Councilmembers reiterated the justification for the amendments and discussed employee benefits. CM Lee recommended doing quarterly budget check-in's to track the budget more closely.

A motion was made by Council Vice-President Waszczak, seconded by Council President Solomon, 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

**8.d. FY26 Budget Amendment: EAC Principals' Luncheon**[HCC-311-FY25](#)

I move the Mayor and Council amend the FY26 Budget by adding \$1,000 for a Principal's Luncheon organized by the Hyattsville Education Committee.

Sponsors: Strab, Waszczak and Redmond

CM Strab gave an overview of the request for funding and the Council was advised that this funding was presently in the budget.

CM Strab made an amendment to the motion, that was seconded by CM Denes, to reduce funding for this event to \$1000. The motion passed unanimously.

A motion was made by Council Vice-President Waszczak, 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

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

**9.a. HOA Trash Collection and City Engagement**

[HCC-309-FY25](#)

For Discussion

Sponsors: City Administrator

Councilmember Denes presented the background of trash collection in HOAs in the City of Hyattsville, and proposed changes to the City Code to provide trash services to residents who live in HOAs. Additionally, he proposed the establishment of an HOA committee to liaise between HOAs and the City.

DPW Lesley Riddle, stated that the City follows the County standard for public roads. Director Jeff Ulysse explained the process by which developers determine the standard to which roads in new developments are constructed. He expressed his desire to streamline the City regulations to be able to better address these situations moving forward.

Councilmembers expressed support for the recommendations and the need for appropriately sized vehicles to travel on narrow road ways. .

**10. Council Dialogue (9:30 p.m. - 9:40 p.m.)**

**11. Motion to Adjourn**

The meeting adjourned at 10:29 PM.

A motion was made by Councilmember Haba, 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, Haba, and Sandino

# City of Hyattsville

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



## Meeting Minutes

**Monday, May 5, 2025**

**7:00 PM**

**[https://us06web.zoom.us/webinar/register/WN\\_YpwToo3WQGGe45HBocXxtw](https://us06web.zoom.us/webinar/register/WN_YpwToo3WQGGe45HBocXxtw)**

**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](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) 985-5001. 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.

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

The meeting was called or order at 7:03 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 of Police Laura Lanham

Director of Public Works Lesley Riddle

Director of Community Services Sandra Shephard

Director of Human Resources Jay Joyner

Human Resources Generalist Brenda Cruz

City Clerk Nate Groenendyk

Deputy City Clerk Quianna Taylor

Emergency Services Manager Reggie Bagley

**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  
**Absent:** Councilmember Rommel Sandino

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

A motion to amend the agenda was made by Council President Solomon, and seconded by CM Strab, to move the Proclamation Recognizing Jewish American Heritage Month to the Discussion Agenda, and move the Appointment to the Audit Committee. It was approved, unanimously.

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

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

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

Daniel Broder (Ward 2) asked that Zionist language be removed from the Jewish American Heritage Month Proclamation.

Lisa Weiner Mahfuz (Ward 2) raised concerns about the Jewish American Heritage Month Proclamation and noted the language about anti-Antisemitism and as well as the silence about Palestine.

Lisbeth Melendez Rivera raised concerns about the Jewish American Heritage Month Proclamation and noted that the proclamation does not celebrate the Jewish community.

Todd Kliman expressed concerns about the push back on the Jewish American Heritage Month Proclamation stating that it is symbolic gesture and should remain as it is written.

Mr. Marshall (Ward 4) stated that he doesn't feel that the city should be involved in world politics, in regards to the proclamation.

Michael Bonds ward 3 raised concerns about former Mayor Hollingsworth being appointed to the audit committee, noting that he sees it as a conflict of interest.

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

The City Administrator provided updates on city events and programming.

**6. 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, and Haba

**Absent:** Sandino

**6.a. Proclamation of Asian American Native Hawaiian Pacific Islander Heritage Month**[\*\*HCC-318-FY25\*\*](#)

I move that the Mayor and Council adopt a proclamation recognizing May 2025 as Asian American Native Hawaiian Pacific Islander Heritage Month in the City of Hyattsville.

Sponsors: City Administrator

Attachments:

**6.b. Proclamation of Citizenship Celebration Day**[\*\*HCC-320-FY25\*\*](#)

I move that the Mayor and Council proclaim May 3, 2025, as Citizenship Celebration Day in the City of Hyattsville.

Sponsors: City Administrator

Attachments:

- 6.c.** Proclamation Celebrating May 2025 as Mental Health Awareness Month in the City of Hyattsville [HCC-321-FY25](#)

I move that the Mayor and Council proclaim May 2025 as Mental Health Awareness Month in the City of Hyattsville.

Sponsors: City Administrator

Attachments: [CM 0505 Mental Health Month 2025](#)

- 6.e. Proclamation Recognizing National Peace Officers Memorial Day and National Police Week** [HCC-324-FY25](#)

I move that the Mayor and Council adopt a proclamation recognizing May 15 through May 21, 2025, as National Police Week and May 15, 2025, as Peace Officers Memorial Day in the City of Hyattsville.

Sponsors: City Administrator

Attachments: [CM0505 National Police Week and National Peace Officers Memorial Day Proclamation 2025](#)

- 6.f. Proclamation of Children's Mental Health Matters Week** [HCC-319-FY25](#)

I move that the Mayor and Council adopt a proclamation recognizing May 4-10, 2025 as Children's Mental Health Matters week in the City of Hyattsville.

Sponsors: City Administrator

Attachments: [CM 0505 Childrens Mental Health Matters Week 2025](#)

- 6.g. Proclamation of Municipal Clerks Week 2025** [HCC-327-FY25](#)

I move that the Mayor and Council proclaim the week of May 4 through May 10, 2025, to be Municipal Clerks Week in the City of Hyattsville.

Sponsors: City Administrator

Attachments: [CM 0505 Municipal Clerks Week 2025](#)

## **7. 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, Lee, and Haba

**Absent:** Sandino

**7.b. Appointment to the Race and Equity Task Force**[HCC-329-FY25](#)

I move that the Mayor and Council approve the appointment of Jessica Garth (Ward 3) to the Race and Equity Task Force for a term of two (2) years to expire on May 5, 2027.

Sponsors: Lee

Attachments: [Jessica Garth W3 Nov 18 2024 appl redac](#)

**7.c. Appointment to the Hyattsville Environment Committee**[HCC-330-FY25](#)

I move that the Mayor and Council approve the re-appointments of James Wigley (Ward 2) to the Hyattsville Environment Committee for a term of two (2) years to expire May 5, 2027.

Sponsors: Haba and Schaible

Attachments: [James Wiggly W2 Apr 25 redac](#)

**8. Consent Items (7:40p.m. - 7:45 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 Council President Solomon, seconded by Councilmember Strab, that the Consent Agenda was Approved. The motion carried by the following vote:

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

**Absent:** Sandino

**8.a. Contract Award - Landscape and Alley Maintenance**[HCC-314-FY25](#)

I move that the Mayor and Council authorize the award of a one (1) year contract, renewable by the City Administrator for up to four (4) additional years, to Professional Lawn Maintenance Services (PLMS), for landscape and alley maintenance, and authorize an expenditure not to exceed \$100,000 for the first year of the contract.

Sponsors: City Administrator

Attachments: [PLMS RFP DPW25-001 Proposal 04-07-2025](#)

**8.b. Hyattsville Resolution 2025-03: Roadway Transfer: MD 208 (Hamilton Street)** [HCC-316-FY25](#)

I move that the Mayor and City Council introduce and adopt Hyattsville Resolution 2025-03, a Resolution whereby the City Council authorizes the City Administrator to execute the roadway transfer agreement for a segment of MD 208 (Hamilton Street) between the City of Hyattsville and Maryland Department of Transportation State Highway Administration.

Sponsors: City Administrator

Attachments: [MD208 Road Transfer Agreement](#)  
[Memo-MD 208 Roadway Transfer](#)  
[Resolution 2025-03-Hamilton Street](#)

**9. Discussion Items (7:45 p.m. - 8:30 p.m.)****6.d. Proclamation Recognizing Jewish American Heritage Month** [HCC-328-FY25](#)

I move that Mayor and Council adopt a proclamation to declare May 2024 as Jewish American Heritage Month in the City of Hyattsville.

Sponsors: City Administrator

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

The Council discussed modifying the language of the Jewish American Heritage Month Proclamation and presenting a revised proclamation at the May 19 meeting.

**9.a. Retiree Benefits** [HCC-307-FY25](#)

For Discussion

Sponsors: City Administrator

Human Resources Director Jay Joyner discussed proposed changes to benefits for retirees. The changes will be implemented in a two phase approach to minimize disruption and confusion.

The Council discussed impacts on current and future retirees, financial implications of not updating the current benefits plan, and the timeline for the proposed implementation. Council Vice President Waszczak asked for an equity analysis of the proposed changes to the benefits plan.

**Action Agenda (Items added during the Approval of the Agenda)****7.a. Appointment to the Audit Committee**[HCC-315-FY25](#)

I move the Mayor and Council approve the appointments of Candace Bacchus (Ward 1), Daniel Lange (Ward 2), Stanislaw Rzeznik (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 5, 2027, and appoint Councilmember Emily Strab (Ward 2) and Councilmember Kareem Redmond (Ward 3) as Council Liaisons to the Audit Committee.

Sponsors: City Administrator

Attachments:

Council President Solomon expressed his concern about the lack of ward representation on the committee. CM Strab spoke to the challenges of filling a small committee and that the qualifications of the applicants were given top priority, but is in favor of expanding the committee to seven members. CM Schaible expressed his desire to remove the former mayor from the committee due to the perceived conflict of interest. CM Haba agreed with the proposed increase in committee membership and expressed that no former elected officials should serve on the committee if the City is behind on its audits. CM Redmond asked about the process moving forward and if the worksheet needs to be changed, and his concern about the timing given the additional work needed. Council Vice-President Waszczak expressed her support for the former mayor to be on the committee, given her experience. CM Strab expressed her desire to get the appointments done and separate the issues of approving the changes to the worksheet and the approval of the appointments. CM Haba reiterated the issue regarding the lack of ward representation on the committee and his objection to former elected officials serving on the committee. Council President Solomon stated his intention to amend the committee to increase its membership to seven, but to pass appointments tonight and not delay the committee. CM Schaible reiterated his opposition to the former mayor's appointment to the committee.

At the request of the Mayor, Treasurer Brooks explained the advisory role of the committee and the need for financial knowledge among the committee members. CM Denes provided information regarding the recommendations of other organizations for audit committee membership and his support for approving the appointment of the former mayor to the committee.

A motion was made by Council President Solomon, and seconded by CM Haba, to expand the Audit Committee to seven members, with the additional 2 seats reserved for representation from Ward 3, 4, or 5. The motion was approved unanimously.

A motion was made by CM Haba, and seconded by CM Schaible, to remove Candace Hollingsworth from the appointees of the Audit Committee. The motion failed. Yes: Solomon, Schaible, Strab, Haba, Lee/No: Croslin, Waszczak, Denes, Redmond

A motion was made by CM Solomon and seconded by CM Strab to approve the amended motion. The Motion Failed. Yes:Waszczak, Denes, Strab, Redmond, Croslin/No:Solomon, Schaible, Haba, Lee



**Aye:** Solomon, Waszczak, Denes, Strab, and Redmond

**Nay:** Croslin, Schaible, Lee, and Haba

**Absent:** Sandino

**9.b. Hyattsville Ordinance 2025-02: Parking Violation Fine Increase**

[HCC-326-FY25](#)

For Discussion

Sponsors: City Administrator

Attachments: [2025-02 Handicapped Parking Fine Increase Ordinance Draft 5.1.25 4916-2205-3949 v.2](#)

Emergency Services Manager Reggie Bagley and CM Denes gave an overview of the proposed ordinance to increase fines for illegal parking in handicap spaces advising that there would need to be a code amendment to facilitate this.

Council President Solomon made a motion, which was seconded by Council Vice President Waszczak, to move the item. All councilmembers voted in favor and the motion carried.

**10. Council Dialogue (8:30 p.m. - 8:40 p.m.)**

**11. Motion to Adjourn**

The meeting adjourned at 10:08 PM.

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, Schaible, Strab, Redmond, Lee, and Haba

**Nay:** Denes

**Absent:** Sandino

# City of Hyattsville

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



## Meeting Minutes

**Monday, May 5, 2025**

**6:30 PM**

**[https://us06web.zoom.us/webinar/register/WN\\_ov6WgCwfSI-0vQ-\\_Gwvf7g](https://us06web.zoom.us/webinar/register/WN_ov6WgCwfSI-0vQ-_Gwvf7g)**

**FY26 Budget Public Hearing-Virtual**

### **City Council Public Hearing**

**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**  
**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) 985-5001. 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](mailto: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](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 public hearing on Monday, May 5, 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](http://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](mailto: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](mailto: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\\_ov6WgCwfSI-0vQ-\\_Gwvf7g](https://us06web.zoom.us/webinar/register/WN_ov6WgCwfSI-0vQ-_Gwvf7g)

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

The meeting was called to order at 6:33 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  
Director of Community Services Sandra Shephard  
Director of Human Resources Jay Joyner  
City Clerk Nate Groenendyk  
Deputy City Clerk Quianna Taylor  
Emergency Services Manager Reggie Bagley

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

**Absent:** Councilmember Rommel Sandino

## **2. Presentations**

### **2.a. FY26 Budget Overview**

[HCC-317-FY25](#)

For presentation.

Sponsors: City Administrator

Attachments: [FY26 Proposed Budget Public Hearing 5-5-2025.pptx](#)

The FY26 Budget Overview was presented by Treasurer Ron Brooks.

## **3. Public Comment Limit 2 minutes per speaker**

Kit Slack Ward 2 thanked the Council for restoring funding to the Hyattsville Life & Times and discussed their plans for expanding services.

Mr. Marshall Ward 4 stated that he has unanswered questions about the budget and advised that he doesn't approve of the City providing funding for Hyattsville Fire Department, or the tax deferment for the Pennrose-Sanctuary Development. He also asked for a tax reduction for homeowners.

## **4. Motion to Adjourn**

The meeting adjourned at 6:47 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, Haba, and Lee

**Absent:** Sandino



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## Agenda Item Report

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**File #:** HCC-353-FY25

6/2/2025

7.a.

---

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

**Item Title:**

**Proclamation Honoring Rommel Sandino**

**Suggested Action:**

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.

**Summary Background:**

Councilmember Rommel Sandino was elected to office in 2021 and served as a Ward 5 Councilmember for four years.

**Next Steps:**

Adopt proclamation.

**Fiscal Impact:**

N/A

**City Administrator Comments:**

Recommend adoption.

**Community Engagement:**

**Strategic Goals:**

Goal 4 - Foster Excellence in all City Operations

**Legal Review Required?**

N/A

# CITY OF HYATTSVILLE

## PROCLAMATION

### HONORING THE DEDICATED SERVICE AND LEADERSHIP OF COUNCILMEMBER ROMMEL SANDINO

This proclamation acknowledges and celebrates the leadership and dedication of Councilmember Rommel Sandino during his tenure representing the residents of Ward 5 on Hyattsville's City Council.

**WHEREAS**, Rommel Sandino served as a dedicated Councilmember representing Ward 5 and the City of Hyattsville from 2021 to 2025; and

**WHEREAS**, Councilmember Sandino's commitment to improving the City of Hyattsville and the quality of life for its residents has been demonstrated, not only through his contributions as a member of the legislative Body, but by his participation and guidance as a liaison to the Educational Facilities Task Force, the Police and Public Safety Citizen's Advisory Committee, the Race & Equity Task Force and served on the board of Anacostia Trails Heritage Area (ATHA) as a representative of the City of Hyattsville; and

**WHEREAS**, Councilmember Sandino carried out his responsibilities with integrity and in the best interest of the Community, specifically in his advocacy for the youth of the City through his support of community events, like the Back to School Jam, as well as his steadfast commitment to funding cultural programming aimed at welcoming and celebrating the diversity of Hyattsville residents; and

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor, Council, staff, and residents of the City of Hyattsville extend their sincerest gratitude to Councilmember Rommel Sandino for his faithful service and best wishes on his future endeavors.

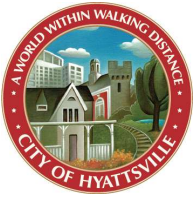
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**Robert S. Croslin**

*Mayor, City of Hyattsville*

June 2, 2025





# City of Hyattsville

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## Agenda Item Report

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**File #:** HCC-354-FY25

6/2/2025

7.b.

---

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

**Item Title:**  
**Proclamation Honoring Sam Denes**

**Suggested Action:**

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.

**Summary Background:**

Councilmember Sam Denes was elected to office in 2021 and served as a Ward 1 Councilmember for four years.

**Next Steps:**

Adopt proclamation.

**Fiscal Impact:**

N/A

**City Administrator Comments:**

Recommend adoption.

**Community Engagement:**

**Strategic Goals:**

Goal 4 - Foster Excellence in all City Operations

**Legal Review Required?**

N/A



# CITY OF HYATTSVILLE

## PROCLAMATION

### HONORING THE DEDICATED SERVICE AND LEADERSHIP OF COUNCILMEMBER SAM DENES

This proclamation acknowledges and celebrates the leadership and dedication of Councilmember Sam Denes during his tenure representing the residents of Ward 1 on Hyattsville's City Council.

**WHEREAS**, Sam Denes served as a dedicated Councilmember representing Ward 1 and the City of Hyattsville from 2021 to 2025; and

**WHEREAS**, Councilmember Denes's commitment to improving the City of Hyattsville and the quality of life for its residents has been demonstrated, not only through his contributions as a member of the legislative Body, but by his participation and guidance as a liaison to the Education Facilities Task Force, the Health, Wellness & Recreation Advisory Committee, the Code Committee and the Planning Committee; and

**WHEREAS**, Councilmember Denes carried out his responsibilities with integrity and in the best interest of the Community, especially in his advocacy around environmental issues and his unwavering commitment to the improvement of safety for cyclists and pedestrians throughout the City; and

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor, Council, staff, and residents of the City of Hyattsville extend their sincerest gratitude to Councilmember Sam Denes for his faithful service and best wishes on his future endeavors.

---

**Robert S. Croslin**

*Mayor, City of Hyattsville*

June 2, 2025





# City of Hyattsville

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## Agenda Item Report

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**File #:** HCC-357-FY25

6/2/2025

7.c.

---

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

**Item Title:**

**Proclamation Honoring Jimmy McClellan**

**Suggested Action:**

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.

**Summary Background:**

Councilmember Jimmy McClellan was elected to office in 2021 and served until 2024 as a Ward 3 Councilmember.

**Next Steps:**

Adopt proclamation.

**Fiscal Impact:**

N/A

**City Administrator Comments:**

Recommend adoption.

**Community Engagement:**

**Strategic Goals:**

Goal 4 - Foster Excellence in all City Operations

**Legal Review Required?**

N/A

# CITY OF HYATTSVILLE

## PROCLAMATION

### HONORING THE DEDICATED SERVICE AND LEADERSHIP OF COUNCILMEMBER JIMMY MCCLELLAN

This proclamation acknowledges and celebrates the leadership and dedication of Councilmember Jimmy McClellan during his tenure representing the residents of Ward 3 on Hyattsville's City Council.

**WHEREAS**, Jimmy McClellan served as a dedicated Councilmember representing Ward 3 and the City of Hyattsville from 2021 to 2024; and

**WHEREAS**, Councilmember McClellan's commitment to improving the City of Hyattsville and the quality of life for its residents has been demonstrated, not only through his contributions as a member of the legislative Body, but by his participation and guidance as a liaison to the Code Committee, the Youth Advisory Council and the Flag Redesign Committee; and

**WHEREAS**, Councilmember McClellan carried out his responsibilities with integrity and in the best interest of the Community, particularly in his commitment and perseverance as the lead voice in bringing a new City flag to Hyattsville through his leadership throughout the creation and implementation of the Flag Redesign Committee; and

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor, Council, staff, and residents of the City of Hyattsville extend their sincerest gratitude to Councilmember Jimmy McClellan for his faithful service and best wishes on his future endeavors.

---

**Robert S. Croslin**

*Mayor, City of Hyattsville*

June 2, 2025





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## Agenda Item Report

---

**File #:** HCC-356-FY25

6/2/2025

8.a.

---

Submitted by: Nate Groenendyk  
Submitting Department: City Clerk  
Agenda Section: Appointment

**Item Title:**

**Appointment to the Audit Committee**

**Suggested Action:**

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.

**Summary Background:**

The Audit Committee was authorized by Council on January 13, 2025. The Committee will review completed audits and provide recommendations if needed on matters relating to the audit conclusions of the City's internal control policies and practices.

**Next Steps:**

The staff liaison will reach out to the committee members about the first scheduled meeting.

**Fiscal Impact:**

N/A

**City Administrator Comments:**

Recommend Support

**Community Engagement:**

The opportunity to join the Audit Committee was advertised via the City's communications channels. Meetings of the Audit Committee will be open to the public.

**Strategic Goals:**

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

**Legal Review Required?**

N/A



**Board, Committee, and Commission Application**

---

**Profile**

Jen

First Name

Kubit

Last Name

**Preferred Pronouns**

---

None Selected

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

City

Suite or Apt

State

Postal Code

**Which Boards would you like to apply for?**

---

Audit Committee: Submitted

**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.**

---

Audit committee

To find your City Ward, click on this link! [City Residency Map](#)

**Please select your ward from the drop down list below. \***

☒ Ward 4

Primary Phone

**Referred By:**

Edouard Haba

**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 paid attention to the city of Hyattsville's budget planning process for the past fifteen years and have a good sense of how the spending priorities have changed over time. I've been concerned for a long time about the late audits that the city continues to submit as well as cost overruns on some of the capital projects.

**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.**

I currently work as the director for a program that receives state grant funds so I have experience with budgeting for personnel. Our grant is smaller than the city grant and does not include a capital project fund or bond initiatives. I served as the treasurer of a non-profit preschool for several years as well have have experience with accounting procedures and filing 990s. My experience is somewhat limited compared to the scale of the city budgets, but I'm sure I can figure out what I don't know through other committee members or city officials.

Question applies to Audit Committee

**Have you or a member of your household conducted business either currently or previously with the City? \***

☒ No

Question applies to Audit Committee

**Do you or anyone in your household hold a political office? If so, please provide details below.**

no

Question applies to Audit Committee

**Are you or anyone in your household a member of the media? If so, please provide details below.**

no

**Board, Committee, and Commission Application**

---

**Profile**

Daniel

First Name

Amador

Last Name

**Preferred Pronouns**

---

None Selected

Email Address

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- 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

City

Suite or Apt

State

Postal Code

**Which Boards would you like to apply for?**

---

Audit Committee: Submitted

**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 5

Primary Phone

**Referred By:**

CM Schaible

**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.**

As a candidate for Ward 5 during the most recent election cycle, I heard concern from many Ward 5 residents about the city's financial position and adherence to sound fiscal standards. They want to understand what the audit will reveal about our financial position and be reassured that the city is being a responsible steward of tax dollars. As a professional with Deloitte Consulting LLP and concerned resident, I believe I have the background and skillset to serve our ward as a member of this committee.

**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.**

I have 10 years of management consulting experience with the Federal Government as well as State Governments evaluating their operations - to include their budget development process and financial position - to identify and implement improvements in alignment with spending constraints. This has included changes to expense classification procedures and standards as well as changes to management and controls in place to safeguard the integrity of financial reporting. I do not have experience beyond training in school around GAAP.

Question applies to Audit Committee

**Have you or a member of your household conducted business either currently or previously with the City? \***

☒ No

Question applies to Audit Committee

**Do you or anyone in your household hold a political office? If so, please provide details below.**

No

Question applies to Audit Committee

**Are you or anyone in your household a member of the media? If so, please provide details below.**

No

Daniel Amador





Profile

Colin

First Name

Eustis

Last Name

Preferred Pronouns

☒ Prefer not to answer

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.

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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)

Street Address

City

Suite or Apt

State

Postal Code

Which Boards would you like to apply for?

Code Compliance Advisory Committee: Submitted

**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.**

Volunteering for the Audit committee, from Ward 4! Drop down does not permit the selection of Audit committee as of 10:48PM on 5/11/25. I do not wish to apply for the code compliance vacancy, but an option needed to be selected to complete the form.

To find your City Ward, click on this link! [City Residency Map](#)

**Please select your ward from the drop down list below. \***

☒ Ward 4

Primary Phone

**Referred By:**

Edouard Haba

**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.**

Good afternoon! My name is Colin Eustis and I have lived in Hyattsville Ward 4. I saw a recent call for volunteers to serve on the audit committee for my city and I was interested in applying. I am an American University graduate with degrees in accounting, business administration, and taxation. I have held progressive roles in not-for-profit finance and administration during my 10 year career (also) at American University and WAMU-88.5 American University Radio. From 2018-2025, I was my unit's chief audit liaison for revenues, internal controls, and other process & procedural audits. Over those years I have written and contributed to policies to ensure compliance with GAAP and managed internal workflows to ensure compliance with internal controls as well as those provided by our enterprise auditor PriceWaterhouseCooper. I was also responsible for translating our audited financial statements into other formats for high-level grant reporting, as well as for annual and multi-year grant proposals. I am an engaged citizen of Hyattsville and look forward to using my skills to serve my community. Thank you so much for your consideration.

**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.**

---

I have an undergraduate degree in accounting & international business from American University as well as a master's degree in taxation. Since earning that degree I have continued my coursework for additional instruction in accounting with a specialization in fraud. After a brief stint in retail, I went back to work for the university beginning in fundraising, moving to grants, and then for the last 6 years in business administration at WAMU-88.5 American University Radio. From 2018-2022 I was the primary business manager for the station, working through daily business administration, grants, and accounting functions. From 2022-2025, I earned the title of Assistant Director, FP&A and became the chief contributing accountant for the station, managing daily accounting functions, revenue recognition, and payroll entries. During this time, I was also the primary audit respondent between WAMU and its auditor PriceWaterhouseCooper. As part of its ongoing funding solicitation, WAMU was obligated to report its financials jointly and severally with the university, which meant increased scrutiny over internal workflow and F/S controls. Since joining WAMU in 2018, I contributed to and wrote several internal policies around business operations and accounting controls. During my tenure at WAMU, we had no material audit findings.



# City of Hyattsville

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## Agenda Item Report

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**File #:** HCC-346-FY25

6/2/2025

9.a.

---

Submitted by: Councilmembers Denes and Waszczak  
Submitting Department: Legislative  
Agenda Section: Consent

**Item Title:**

**Disbursement of Ward 1 Discretionary Funds**

**Suggested Action:**

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.

**Summary Background:**

The City of Hyattsville's Health, Wellness, and Recreation Advisory Committee is organizing a Bike Rodeo to be held in Driskell Park in August. Items will be provided to children who need a helmet or a lock. Any remaining helmets or locks will be distributed through schools in the City at the beginning of the public school academic year. The Rodeo will combine education and practical bike handling and safety procedures.

**Next Steps:**

Approve the disbursement of funds.

**Fiscal Impact:**

\$500 will be allocated from Ward 1 FY25 Discretionary Funds

**City Administrator Comments:**

Recommend Approval

**Community Engagement:**

N/A

**Strategic Goals:**

Goal 3 - Promote a Safe and Vibrant Community

**Legal Review Required?**

N/A



# City of Hyattsville

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

## Agenda Item Report

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**File #:** HCC-371-FY25

6/2/2025

9.b.

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Submitted by: Councilmembers Schaible and Strab  
Submitting Department: Legislative  
Agenda Section: Consent

**Item Title:**

**Disbursement of Ward 2 Discretionary Funds**

**Suggested Action:**

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.

**Summary Background:**

Click or tap here to enter text.

**Next Steps:**

Approve the disbursement of funds.

**Fiscal Impact:**

\$750 will be allocated from Ward 2 FY25 Discretionary Funds

**City Administrator Comments:**

Recommend Approval

**Community Engagement:**

N/A

**Strategic Goals:**

Goal 3 - Promote a Safe and Vibrant Community

**Legal Review Required?**

N/A



# City of Hyattsville

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## Agenda Item Report

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**File #:** HCC-350-FY25

6/2/2025

9.c.

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Submitted by: Councilmembers Lee and Haba  
Submitting Department: Legislative  
Agenda Section: Consent

**Item Title:**

**Disbursement of Ward 4 Discretionary Funds**

**Suggested Action:**

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.

**Summary Background:**

Click or tap here to enter text.

**Next Steps:**

Approval of Disbursement

**Fiscal Impact:**

Disbursement of \$2041.29 of Ward 4 Discretionary Funds

**City Administrator Comments:**

N/A

**Community Engagement:**

N/A

**Strategic Goals:**

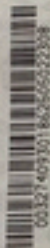
Goal 3 - Promote a Safe and Vibrant Community

**Legal Review Required?**

N/A

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Member Savings -1.30		
NEW TRENDS BARS	5.40	5.39 S
Member Savings -1.30		
WELCH'S FRUIT CASC	10.30	9.99 S
Member Savings -1.00		
WELCH'S BLUEBERRY	5.20	4.99 S
Member Savings -0.30		
BELLINI CANNON 8	5.20	4.99 S
Member Savings -0.30		
COCA COLA CLASSIC	10.99	10.99 S
DIEET COKE	10.99	10.99 S
CANDY CRYST PRIST	10.49	10.49 S
24 DEEP PINK MITHAIL	13.99	11.99 S
Member Savings -2.00		
BOONCHER SUPERIOR	2.25	-1.29 S
Member Savings -1.29		
340 Mr Coupon -2.25		
CAROL SUN PACIFIC	3.99	3.47 S
Member Savings -0.32		
CAROL SUN KOREAN 8	3.99	3.47 S
Member Savings -0.32		
DAV DUST BITES	7.90	7.90 S
SHORTBRO SPINZ CRY	5.99	5.99 S
Member Savings -2.00		
EXTEND LTL BITES	0.19	0.09
Member Savings -1.20		
EXTEND LTL BITES	0.19	0.09
Member Savings -1.20		
ROCKLE BAG CHARGE	0.10	0.10
MEMORANDUMS	2.99	2.99 S

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Compensation for  
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# City of Hyattsville

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## Agenda Item Report

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**File #:** HCC-368-FY25

6/2/2025

9.d.

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Submitted by: Councilmembers Solomon and Sandino

Submitting Department: Legislative

Agenda Section: Consent

**Item Title:**

**Disbursement of Ward 5 Discretionary Funds**

**Suggested Action:**

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.

**Summary Background:**

Click or tap here to enter text.

**Next Steps:**

Approve the disbursement of funds.

**Fiscal Impact:**

\$750 will be allocated from Ward 5 FY25 Discretionary Funds

**City Administrator Comments:**

Recommend Approval

**Community Engagement:**

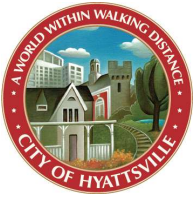
N/A

**Strategic Goals:**

Goal 3 - Promote a Safe and Vibrant Community

**Legal Review Required?**

N/A



# City of Hyattsville

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## Agenda Item Report

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**File #:** HCC-349-FY25

6/2/2025

9.e.

---

Submitted by: David Cristeal

Submitting Department: Community & Economic Development

Agenda Section: Consent

**Item Title:**

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)

**Suggested Action:**

I move the Mayor and City Council authorize the City Administrator to prepare an application to the State for grant funds to support the Sanctuary at Hyattsville Crossing and provide any needed documentation required, including a Letter of Support and Disclosure Authorization to the State.

**Summary Background:**

The First United Methodist Church (FUMC) partnered with Pennrose to develop a plan to build The Sanctuary at Hyattsville Crossing, an all-affordable rental community of 120 homes - 70 apartment homes for seniors and 50 apartment homes for families, on an underutilized portion of its, FUMC's, property. The estimated total development cost is \$53.8 million. Pennrose is seeking funding to support the proposed development from a wide range of public and private sources.

Through an engagement process with the City and Prince George's County, the FUMC/Pennrose partnership has obtained initial financing support from both and has applied to the State for both loan funds and Low-Income Housing Tax Credits (LIHTC). Pennrose will know by the end of summer of 2025 if they have received a LIHTC award. The State anticipates making grant award announcements during the fall of 2025.

The State has FY2026 funds available through its State Revitalization Program - National Capital Strategic Economic Development Fund. Pennrose, as a private entity, is not an eligible applicant for the State Revitalization Program grant funds. Therefore, the City's grant application to the State, acting as the Local Government Application Sponsor, is a creative way to access these funds to meet an identified and acute need (affordable rental homes for seniors and families).

Because the proposed affordable rental community will be developed as two separate components, a 70-unit senior apartment complex and a 50-unit family apartment complex, the City would submit 2 separate grant applications to the State (requesting up \$750,000 for each component, or up to \$1,500,000 total).

The City would apply to the State for up to \$1.5 million in grant funds from this Program. The City will act as pass-through entity and if awarded funds, the City will lend these funds to Pennrose at a 0% interest rate loan, who will then finish its financing package and entitlements from the County needed to complete the affordable rental community of 120 apartment homes. The grant applications are due on July 2, 2025. The State anticipates making grant award announcements by the end of 2025.

**Next Steps:**

If awarded FY 2026 grant funds from the State, the City would then enter into a Memorandum of Understanding (MOU) with the FUMC/Pennrose development entity. The MOU would describe the terms and conditions of the City passing through the State grant Fund monies to the FUMC/Pennrose development entity. The MOU would likely be prepared for City Council consideration in early 2026.

**Fiscal Impact:**

Up to \$1.5 million dollars in grant funding which will be passed through to Pennrose via a 0% interest rate loan.

**City Administrator Comments:**

Recommend support. This initiative aligns with the City's goal of supporting affordable housing.

**Community Engagement:**

N/A

**Strategic Goals:**

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

**Legal Review Required?**

Pending



# Memo

To: Mayor and City Council

Thru: Tracey Douglas, City Administrator, Ron Brooks, City Treasurer, and Jeff Ulysse, CBED Director

From: David Cristeal

Date: May 22, 2025

Re: 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)

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## **Introduction:**

The State of Maryland’s Department of Housing and Community Development (DHCD) recently announced their FY 2026 State Revitalization Programs Application. This Application covers six (6) separate programs, including the National Capital Strategic Economic Development Fund. This Fund supports “strategic investments in local housing and businesses to encourage healthy, sustainable communities ... focuses on area of Prince George’s and Montgomery counties...”. The City of Hyattsville proposes to apply for this Fund to support the First United Methodist Church’s (FUMC’s) / Pennrose’ proposal to develop 120 affordable rental homes. This proposed development consists of two components, one 50-unit family apartment complex and one 70-unit senior apartment complex. The City would apply for two separate grants, each totaling \$750,000 from this Fund, to support the family and senior components.

## **Background and Discussion:**

Last year, the FUMC/Pennrose partnership commenced its work to develop “The Sanctuary at Hyattsville Crossing”, an all-affordable rental community of 120 homes – 70 apartment homes for seniors and 50 apartment homes for families. The proposed development would be located on an underutilized portion of the FUMC property. This location and proposed use are attractive to the City as it seeks to develop an inclusive community in the transit and amenity rich Hyattsville Crossing area. Prince George’s County, through its Sector and Housing Plans, also supports the proposed use in this

location (affordable housing at transit and amenity rich locations). The estimated total development cost of The Sanctuary at Hyattsville Crossing is \$53.8 million.

To obtain project funding, the FUMC/Pennrose team sought and received a commitment of support from both the City and County to help finance their proposed development. The County has committed to providing a Payment in Lieu of Taxes (PILOT) of at least \$600/affordable unit and a loan of \$6 million. The City has also agreed to provide a PILOT of \$378/affordable unit. With this initial success in financing support, Pennrose applied to the State in May for Low Income Housing Tax Credits (LIHTC) to support the development. If awarded LIHTC by the State, this would mean the project can move forward and it would receive an estimated \$12.9 million in equity support. Pennrose will know by the summer of 2025 if they have received a LIHTC award.

Because the proposed affordable rental community will be developed as two separate components, a 70-unit senior apartment complex and a 50-unit family apartment complex, the City would submit 2 separate grant applications to the State (requesting up \$750,000 for each component, or up to \$1,500,000 total). If awarded these grant funds, the City would then in turn loan the same funds to Pennrose. Pennrose, as a private entity, is not an eligible applicant for the State Revitalization Program grant funds. Therefore, the City's grant application to the State is a creative way to access these funds to meet an identified and acute need (affordable rental homes for seniors and families). The grant applications are due on July 2, 2025. The State anticipates making grant award announcements by the end of 2025.

**Recommendation & Next Steps:**

That the Mayor and City Council authorize the City Administrator to prepare an Application to the State for grant funds to support the Sanctuary at Hyattsville Crossing and provide any needed documentation required, including a Letter of Support and Disclosure Authorization to the State.

If awarded grant funds from the State, the City would then enter into a Memorandum of Understanding (MOU) with the FUMC/Pennrose development entity. The MOU would describe the terms and conditions of the City passing through the State grant Fund monies to the FUMC/Pennrose development entity. If the State awards grant funds monies to the City, staff would prepare the MOU in early 2026.

**[City Letterhead]**

June 26, 2025

Jacob R. Day, Secretary  
Housing & Community Development  
7800 Harkins Road  
Lanham, MD 20706

**Subject:** Letter of Support for the Sanctuary at Hyattsville Crossing TOD 9% Redevelopment Project

Dear Secretary Day:

On behalf of the City of Hyattsville, I am writing to express our full support for the Sanctuary at Hyattsville Crossing TOD 9% redevelopment project proposed by Pennrose, LLC and Sanctuary AP3 Co. (the “development team”). This project aims to add much needed affordable housing to the area immediately adjacent to the Hyattsville Crossing Metrorail Station (Green Line), leveraging significant Federal and state resources to further economic development within the neighborhood.

**Project Overview:**

**Project Name:** Sanctuary at Hyattsville Crossing TOD 9%

**Location:** 6201 Belcrest Road, Hyattsville, MD 20782

**Developer/Organization:** Pennrose

**Project Scope:** The 9% project will primarily serve families earning a mix of a maximum area median income (“AMI”) in the 30%-60% range. The project will consist of 50 units, with a unit mix of 20 studio units, 15 two-bedroom units, and 15 three-bedroom units.

**Community Benefits:**

1. **Economic Growth:** The redevelopment will create new job opportunities and stimulate local business growth. This project will offer high-quality, affordable, intergenerational housing in a very established rental market with transit access to the greater Washington D.C. Metro Area to benefit the local economy and municipalities, while providing housing for those who need it the most.
2. **Public Amenities:** The development will feature a management suite, a fitness center, a multipurpose room and other amenities that will enhance the quality of life for our

residents. The site is within a prime location in Hyattsville, located immediately across the street from the Hyattsville Crossing Metrorail Station (Green Line). This area provides access further out into Prince George's County as well as direct access to points in Washington D.C., including Gallery Place and L'Enfant Plaza, along with major regional access to the entire Washington D.C. Metro area. The site is in a very strong rental market, with numerous high-end market rate developments already present that feature high rents and low vacancy rates. Other nearby places of interest include the Metro Station, Giant Food, Safeway and Whole Foods, the Mall at Prince George's, Target, Prince George's Community College, and the University of Maryland College Park.

3. **Sustainable Development:** These housing units will constitute a massive investment in this area of Prince George's County, and will also provide housing that includes sustainable design, energy efficiency and green design standards in conformance with the housing priorities in the Prince George's County's 2035: Adopted General Plan.

#### **Relationship Between the City of Hyattsville and Pennrose:**

As the Local Government Application Sponsor, The City of Hyattsville is acting as a pass-through entity and has no intention of owning or having rights over the site where the project will occur. If awarded the SRP funds, the City of Hyattsville will lend these funds to the project as a 0% interest rate loan, consistent with requirements of the LIHTC program. This approach has been successfully implemented in other projects where the local jurisdiction serves as the lead applicant, wins the SRP award as a grant, and then loans the awarded amount to the project as a 0% interest loan.

The City of Hyattsville is committed to supporting initiatives that enhance the well-being and quality of life of our residents, community health, the environment, and promote transit-oriented developments. These efforts align with the Sustainable Communities Action Plan for The City of Hyattsville and the State of Maryland's Sustainable Communities Act of 2010. We believe that the redevelopment project aligns with our goals and will have a positive impact on our community.

We look forward to the successful implementation of this project and are excited about the positive changes it will bring to the Hyattsville area. Please feel free to contact our office if you need any further information.

Sincerely,

Robert Croslin  
Mayor

**[City Letterhead]**

June 26, 2025

Jacob R. Day, Secretary  
Housing & Community Development  
7800 Harkins Road  
Lanham, MD 20706

**Subject:** Letter of Support for Sanctuary at Hyattsville Crossing TOD 4% Redevelopment Project

Dear Secretary Day:

On behalf of the City of Hyattsville, I am writing to express our full support for the Sanctuary at Hyattsville Crossing TOD 4% development project proposed by Pennrose, LLC and Sanctuary AP3 Co (the “development team”). This project aims to add much needed affordable and senior housing to the area immediately adjacent to the Hyattsville Crossing Metrorail Station (Green Line), leveraging significant City, County, Federal and State resources to further economic development within the neighborhood.

**Project Overview:**

**Project Name:** Sanctuary at Hyattsville Crossing TOD 4%

**Location:** 6201 Belcrest Road, Hyattsville, MD 20782

**Developer/Organization:** Pennrose, LLC and Sanctuary AP3 Co.

**Project Scope:** The 4% project will seek to serve seniors and will consist of 70 units, with 10 studio units, 55 one-bedroom units and 5 two-bedroom units located in a proposed four-story elevator building.

**Community Benefits:**

1. **Economic Growth:** The redevelopment will create new job opportunities and stimulate local business growth. This project will offer high-quality, affordable, intergenerational housing in a very established rental market with transit access to the greater Washington D.C. Metro Area to benefit the local economy and municipalities, while providing housing for those who need it the most.
2. **Public Amenities:** The development will feature a management suite, a fitness center, a multipurpose room and other amenities that will enhance the quality of life for our residents. The site is within a prime location in Hyattsville, located immediately across the street from the Hyattsville Crossing Metrorail Station (Green Line), which provides



access further out into Prince George's County as well as direct access to points in Washington D.C., including Gallery Place and L'Enfant Plaza, along with major regional access to the entire Washington D.C. Metro area. The site is in a very strong rental market, with numerous high-end market rate developments already present that feature high rents and low vacancies. Other nearby places of interest include the Metro Station, Giant Food, Safeway and Whole Foods, the Mall at Prince George's, Target, Prince George's Community College, and the University of Maryland College Park.

3. **Sustainable Development:** These housing units will constitute a massive investment in this area of Prince George's County, and will also provide housing that includes sustainable design, energy efficiency and green design standards in conformance with the housing priorities in the Prince George's County's 2035: Adopted General Plan.

### **Relationship Between the City of Hyattsville and Pennrose:**

As the Local Government Application Sponsor, The City of Hyattsville is acting as a pass-through entity and has no intention of owning or having rights over the site where the project will occur. If awarded the SRP funds, the City of Hyattsville will lend these funds to the project as a 0% interest rate loan, consistent with requirements of the LIHTC program. This approach has been successfully implemented in other projects where the local jurisdiction serves as the lead applicant, wins the SRP award as a grant, and then loans the awarded amount to the project as a 0% interest loan.

The City of Hyattsville is committed to supporting initiatives that enhance the well-being and quality of life of our residents, community health, the environment, and promote transit-oriented developments. These efforts align with the Sustainable Communities Action Plan for The City of Hyattsville and the State of Maryland's Sustainable Communities Act of 2010. We believe that the redevelopment project aligns with our goals and will have a positive impact on our community.

We look forward to the successful implementation of this project and are excited about the positive changes it will bring to the Hyattsville area. Please feel free to contact our office if you need any further information.

Sincerely,

Robert Croslin

Mayor



# City of Hyattsville

Hyattsville Municipal Bldg  
4310 Gallatin Street, 3rd Flr  
Hyattsville, MD 20781  
(301) 985-5000  
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## Agenda Item Report

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**File #:** HCC-355-FY25

**6/2/2025**

**9.f.**

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Submitted by: Cheri Everhart  
Submitting Department: Community Services  
Agenda Section: Consent

**Item Title:**

**Award of Contract for FY26 Tutoring and Mentoring Services**

**Suggested Action:**

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.

**Summary Background:**

Since 2018, the City has conducted a Tutoring and Mentoring program for children and youth that provides individualized in-person and virtual tutoring for a total of seventy (70) students in grades K-12 to our Youth Center students.

The program consists of summer and school-year tutoring services with a mentoring component. Throughout the year, City staff receive program reports to ensure the program meets the City's needs.

The summer tutoring program offers tutoring service two times per week for six weeks to enhance and maintain students' reading, math, and writing skills while on summer break. In 2024, the summer program served 41 students (28 in person and 13 online). Of the 41 participants, 18 were new, and most of the participants continued into the school year. Approximately half of the students attended both tutoring nights each week.

During the school year, in-person tutoring sessions are offered three days per week, with an online option. The sessions focus primarily on assisting students with their homework, improving or maintaining grades, and providing mentoring services. For the 2024-2025 school year, 75 students enrolled in tutoring with a daily attendance rate of 92% and a weekly tutoring time of 140 minutes per student.

Overall, the staff believes this program has provided excellent service to the community and continues to meet the City's program goals in addressing education gaps in the community.

For FY26, the City issued a Request for Proposal (RFP) seeking bids to continue the Tutoring and Mentoring program. Eight (8) submissions were received, evaluated and scored by staff. Staff recommends awarding the contract to Northstar Tutoring to continue tutoring and mentoring program services for the upcoming fiscal year.

In addition to the tutoring and mentoring services currently provided, Northstar Tutoring proposes to increase services to include social-emotional learning practices, continuing education preparation, career exposure and job shadowing, group mentoring activities, family engagement opportunities, and the addition of volunteer administrative and program support.

**Next Steps:**

Upon Council approval, staff will proceed with the contract.

**Fiscal Impact:**

Not to exceed \$80,000

**City Administrator Comments:**

Recommend approval

**Community Engagement:**

NA

**Strategic Goals:**

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

**Legal Review Required?**

Pending

May 14, 2025

City of Hyattsville  
Department of Community Services  
4310 Gallatin Street  
Hyattsville, MD 20781

Dear Review Committee,

Northstar Tutoring is pleased to submit our proposal in response to the City of Hyattsville's Request for Proposals for tutoring and mentoring services at the Hyattsville Teen Center. We are honored to have partnered with the City since 2018 and remain deeply committed to supporting the academic success and personal growth of Hyattsville youth.

We acknowledge receipt of the RFP and any related amendments or addendums and are fully prepared to meet all of the services and requirements outlined, including tutoring and mentoring services as well as reporting requirements. This proposal reflects our understanding of the scope of the project and our ability to deliver high-quality, one-on-one tutoring and mentoring to local students. Our projected budget for providing these services is \$80,000.

This submission is authorized by me, as the Executive Director of Northstar Tutoring, and I affirm that we are prepared to fulfill all expectations outlined in the RFP.

Sincerely,

*Jennifer Townsend*

Jennifer Townsend  
Executive Director  
Northstar Tutoring  
[jtownsend@northstartutoring.org](mailto:jtownsend@northstartutoring.org)

***Firm/Individual Profile:*** Northstar Tutoring is a 501(c)(3) nonprofit organization dedicated to providing free, one-on-one tutoring and mentoring to K–12th grade students in Washington, D.C. and Prince George’s County. While Northstar was formally established as an independent nonprofit in 2017, the program has been operating since 1989. Prior to obtaining a separate 501(c)(3) status, Northstar functioned under a parent nonprofit organization. Each year, Northstar serves approximately 400 students, offering consistent academic support and personal mentorship throughout a student’s educational journey.

We proudly welcome students with a range of learning needs, including those with Individualized Education Programs (IEPs), and tailor instruction to meet each student's strengths and challenges. Northstar partners with schools, community centers, and families to provide services that are accessible, adaptable, and responsive to students’ real-world needs. Programming continues year-round, including dedicated summer tutoring designed to prevent learning loss and sustain progress.

What sets Northstar apart is our commitment to:

- Personalized, one-on-one instruction tailored to each student’s learning needs and goals
- Mentorship that nurtures self-confidence, resilience, and long-term success
- Support for students with special accommodations and IEPs
- Year-round programming, including summer tutoring
- Continuity across all grade levels (K–12)
- Completely free services, ensuring access for all families

With more than three decades of experience and a deep commitment to educational equity, Northstar has become a trusted partner in helping students thrive—in school and in life.

- **Years in Operation:** 8 years
- **Type of Organization:** Nonprofit 501(c)(3)
- **Number of Employees:** 5

- **Number of Volunteer Tutors:** 515
- **Summary of Expertise:** Northstar specializes in delivering free, high-quality, one-on-one tutoring and mentoring services grounded in long-term, consistent relationships. Each student is matched with dedicated volunteer tutors and provided with one to three tutoring sessions per week.

Our tutoring model is evidence-informed and highly personalized. Tutors use teacher input, school assignments, and assessment data to guide instruction tailored to each student's academic level, learning style, and goals. We also conduct pre- and post-assessments to adjust instruction.

Beyond academics, tutors are encouraged to build strong relationships with their students by participating in mentoring outings such as museum visits, sports events, or neighborhood activities—helping students feel valued, supported, and connected beyond the classroom.

A key element of Northstar's success lies in the care we take in matching tutors with students. Before placements are made, we interview each volunteer to understand their subject strengths, preferred age range, personality, and prior experience. We also speak directly with parents or caregivers to learn more about the student's academic needs, learning style, and any relevant considerations. This two-way process allows us to make thoughtful, intentional matches that set both tutors and students up for long-term success. Northstar also has a significant number of Spanish-speaking volunteers, which allows us to pair students with tutors who can communicate effectively with families who are more comfortable speaking Spanish—strengthening the home-tutoring connection and supporting deeper engagement.

Northstar is proud to have a team of over 500 volunteer tutors from a wide range of professional backgrounds—including educators, engineers, attorneys, public servants, and local business owners. With an annual tutor retention rate of 88%, students benefit from consistent, long-term support that helps build strong relationships and steady academic progress.

**Narrative:** Northstar Tutoring brings over three decades of experience and a proven track record of delivering effective academic and mentoring support across the DC-Maryland region. Our partnership with the City of Hyattsville began in 2018, and we currently serve approximately 70 students annually at the Teen Center.

Our services are designed to meet both academic and social-emotional needs. Students are matched with tutors who provide regular, personalized support throughout the year. Instruction is guided by school assignments, teacher input, and pre-assessments, allowing for targeted learning in core subject areas. We complement this academic support with mentoring strategies that help students build confidence, set goals, and stay motivated.

To ensure quality and consistency, Northstar provides tutors with ongoing training in a number of areas including best tutoring practices, social-emotional learning, and trauma-informed practices. These trainings, along with staff support and site coordination, create a strong foundation for success.

Northstar currently holds contracts with five entities and operates at six sites, including schools, community centers, and youth-serving nonprofits. Our team of five staff members is based in Washington, D.C., with close proximity and availability to support coordination and communication in Hyattsville.

**Jennifer Townsend**, Executive Director (Primary Point of Contact)

[jtownsend@northstartutoring.org](mailto:jtownsend@northstartutoring.org) | 207-975-3040

Jennifer Townsend serves as the Executive Director at Northstar Tutoring and is the primary point of contact for this project. She oversees all aspects of program delivery, ensures coordination with City of Hyattsville staff, and is responsible for contract compliance and execution.

**Expected Duties:**

Jennifer will provide overall leadership and oversight, manage relationships with City partners, and ensure that all deliverables are met. She will also supervise program staff and ensure the program remains aligned with both student needs and city priorities.

**Biographical Information:**

Jennifer holds a Bachelor of Science in Political Science and History. She has over a decade of experience in education program management. Before becoming Executive Director in 2017, she served as Program Director from 2011 to 2017. Under her leadership, Northstar has expanded from a single site serving 20 students once a week to a multi-site program supporting approximately 400 students annually across six locations. Her experience includes program design, staff management, partner engagement, and long-term strategic planning.

**Jessie Berman, Program Coordinator**

jberman@northstartutoring.org | 202-644-3088

Jessie Berman manages the day-to-day operations of Northstar's programming, including on-site coordination, tutor recruitment and onboarding, and preparation of curriculum materials.

**Expected Duties:**

Jessie will be responsible for the daily management of tutoring sessions at the Hyattsville site. This includes ensuring tutor coverage, coordinating with school and city staff, supporting tutors, managing student attendance and progress tracking, and preparing academic materials. She also leads tutor onboarding and training.

**Biographical Information:**

Jessie holds a Bachelor of Science in Sport and Event Management and a Master of Business Administration. She has extensive experience working directly with students, both as a tutor and a caregiver, including six years of childcare experience supporting children ages 5 to 14. Her educational background, combined with her hands-on experience and strong organizational skills, make her well-equipped to manage program logistics and support students.

**Northstar Tutoring at the Hyattsville Teen Center: Current Program and Future Vision****Introduction & Overview**

Northstar Tutoring has been a proud partner of the City of Hyattsville since 2018, providing consistent, one-on-one tutoring and mentoring programming to approximately 70



Kindergarten-12th grade students at the Hyattsville Teen Center each year. Over the past several years, we have grown our capacity, deepened our relationships with families, and worked to build a robust program that meets the academic, emotional, and developmental needs of youth.

During this time we have had a very positive response from the community—parents regularly share how much the program has helped their students and often ask us to offer additional weekly sessions. Much of our growth has come through word of mouth from current families, and our waitlist now includes more than 50 students. The strong demand speaks to both the impact of our program and the ongoing need for financially accessible academic and mentoring support in the area.

### **Current Services at the Hyattsville Teen Center**

When a student joins Northstar, they are matched with a dedicated tutor for each night they attend tutoring, and meet with the same tutor(s) each week throughout the school year—often across multiple years. Students may attend up to three in-person, 90-minute sessions per week, depending on availability and academic needs.

Since 2020, we have also offered a virtual tutoring option to support students who are unable to attend in person and to expand beyond the physical capacity of the Teen Center. This hybrid model has allowed us to increase access and serve more students while maintaining flexibility and high-quality support.

In addition to our school-year programming, we offer a summer tutoring program for Teen Center students to help them retain skills and prepare for the upcoming academic year. The summer program plays a critical role in reducing learning loss and maintaining the momentum students gain during the school year. The sessions run twice a week for five weeks and are optional, yet consistently well-attended—this year approximately 75% of students have already signed up for the summer sessions. At the beginning of the summer program, Northstar administers math, reading, and writing assessments to determine each student's areas for improvement and to develop individualized tutoring plans for the summer session.

We are proud to be recognized as a High Impact Tutoring (HIT) provider, meeting rigorous standards for session frequency, duration, and maintaining a 1:1 student-to-tutor ratio. Families

can choose whether their child's tutoring focuses on homework support or the more targeted HIT skill-building sessions, including preparation for state assessments such as the MCAP.

Throughout the year, we collaborate closely with parents to adjust goals based on each student's evolving needs. To ensure that we are continuously improving, we also gather both qualitative and quantitative feedback through multiple surveys each year from parents, tutors, and students—helping us refine the program to best support student growth and success.

To complement our academic efforts, mentoring is built into every tutoring relationship at Northstar. Because students meet consistently with the same 1–3 tutors each week, there's time and space for real connections to grow. Tutors aren't just academic supporters—they serve as steady, trusted adults who listen, encourage, and show up week after week. In addition to the informal mentoring that happens during sessions, we encourage tutors to take their students on a monthly mentoring outing outside of tutoring time. These outings—like visiting a museum, playing basketball, or meeting for ice cream—give students the chance to gain new experiences, practice social skills, and deepen their bond with their tutor.

A key strength of our approach is the collaborative team we build around each student, bringing together tutors, Northstar staff, parents, and school teachers and administrators. We communicate regularly with families and school staff to ensure that our programming is aligned with what students are learning in the classroom and that the priorities of educators and caregivers are honored. This collaborative structure strengthens the support system around each student and reinforces consistency across home, school, and our tutoring site.

This relationship-centered, team-based model is the foundation of our program—and one of the reasons many students and tutors remain connected year after year.

### **Hyattsville Teen Center Data**

We are proud to be wrapping up another successful year of tutoring in Hyattsville. Thanks to the dedication of our volunteer tutors, the support of families and community partners, and the hard work of our students, the 2024–2025 school year was filled with growth, connection, and achievement. Below is a snapshot of this year's impact at the Hyattsville Teen Center.

**2024-2025 School Year Data:**

- Students served: 75
- Daily attendance rate: 92%
- Average weekly tutoring time per student: 140 minutes
- Total tutoring hours provided at the Teen Center: 144 hours

**2024-2025 Student Data:**

- Graduation rate: Since the program's inception, 100% of Hyattsville seniors have graduated and enrolled in a postsecondary program — and this year is no exception.
- Sustained support: All of this year's graduating seniors have been with Northstar since 6th grade.
- Academics- in a recent survey:
  - 100% of parents agreed that their child better understands the subject they were tutored in—63% strongly agreed and 37% agreed.
  - 100% of parents agreed that the tutoring sessions have helped their child do better in school—47% strongly agreed and 53% agreed.
  - 100% of parents reported that tutoring has increased their child's confidence in their academic abilities—53% strongly agreed and 47% agreed.
- Yearly student retention rate: 95%
- Yearly tutor retention rate: 88%
- Percentage of students with IEPs (Individualized Education Program): 28%

**Plans for Increased Services in 2025**

Based on successful pilots at other Northstar sites, we propose enhancing the Hyattsville program in the following ways next year:

- **Social-Emotional Learning (SEL):** We are working to incorporate more structured SEL practices into weekly tutoring sessions to help students build resilience, strengthen communication skills, and increase emotional awareness. Tutors will begin each session with a brief emotional check-in—asking how the student is feeling or inviting them to share a highlight from their day—to foster connection and self-awareness. Sessions will end with a short reflection, where students can celebrate what they're proud of,

acknowledge any challenges, and set a small goal for the next meeting. While many tutors naturally build these elements into their relationships with students, formalizing this structure will ensure that all students benefit consistently from SEL support.

- **Continuing Education Prep:** We're expanding support for our high school students—as well as their tutors and parents—by offering structured, grade-specific college and career prep sessions. These meetings will be held periodically: quarterly for freshmen and sophomores, and monthly for juniors and seniors, with each grade meeting separately to focus on specific goals. For example, freshmen might explore potential career paths and fields of study; sophomores could begin preparing for the SAT; juniors could identify colleges of interest, map out key deadlines through graduation, and explore scholarship opportunities; and seniors would focus on finalizing college lists, completing applications, and securing financial aid. We'll also provide tailored guidance for students interested in trade schools or alternative pathways, ensuring all students have access to the resources they need to plan their futures confidently.
- **Career Exposure & Job Shadowing:** While we've always encouraged our tutors to introduce students to a variety of career paths and share insights from their own professions, we're now working to make these opportunities more intentional and structured. Recently, several students have shadowed volunteers in careers they're interested in, gaining valuable first-hand experience. We've also organized larger events—such as a visit to a local law firm, where 20 of our junior high and high school students learned about the wide range of roles within a legal office, from administrative staff to firm partners, and what each role entails. By formalizing this program, we aim to broaden students' exposure to different industries and help them envision their own future paths.
- **Group Mentoring Activities:** In addition to individual mentoring sessions, we will begin hosting quarterly group mentoring events. These gatherings will provide a fun and meaningful way for all students and tutors to connect, build community, and strengthen relationships across the program. Examples might include a game night, a collaborative art project, or a group field trip to a local museum—activities designed to spark connection, creativity, and shared experiences outside of the usual tutoring sessions.

- **Family Engagement Plans:** Northstar will deepen family involvement by introducing:
  - **Quarterly reports** for parents that summarize student progress and goals.
  - **Family engagement events**, such as Parent Nights, where caregivers can get to know their students' tutors better, learn about academic resources, and provide feedback
- **Operational & Staffing Plan:** To support tutoring sessions, we plan to add a volunteer staff member role to provide additional administrative and programmatic support at the Teen Center site. The volunteer staff member may help with tasks such as taking daily attendance, organizing tutoring materials, checking in with tutors about student progress, and stepping in as a substitute when a tutor is absent.

### **Survey Data**

Each year, we administer multiple surveys to students, tutors, and parents to ensure we are continuously refining our program to best meet the needs of our students. We recently completed our end-of-year survey and were pleased to receive overwhelmingly positive feedback. While we are happy to share the full survey results upon request, below are a few highlights.

#### *Parent Survey Highlights (2024–2025):*

In addition to the academic data points already covered in the “2024-2025 Student Data” section, parents were asked to rate their agreement with several statements about the tutoring program using the following scale: *Strongly Disagree, Disagree, I Am Not Sure, Agree, Strongly Agree*. The results were overwhelmingly positive:

- **100%** found tutors approachable and responsive to their concerns (42% strongly agreed).
- **100%** were satisfied with the program (67% strongly agreed).
- **100%** would recommend the program to other parents (88% strongly agreed).

At the end of the survey parents were given the opportunity to share what they found most valuable about the program. Their responses highlight the strong relationships, individualized support, and meaningful impact tutoring has had on their children. We received many positive

responses; the quotes below represent a selection of the ways families described the program's impact:

- "The tutors are patient, consistent, and take the time to explain concepts clearly. This has not only improved the boys' academic skills but also created a safe and encouraging environment where they feel supported and motivated to learn."
- "The most helpful part of the program has been the individualized attention and support my child receives. It's helped build their confidence, keep them engaged, and address their specific needs in a way that makes learning more enjoyable and effective."
- "Everything is a great program for the kids and the parents that are not able to help their kids most times due to the language barrier."
- "The amount of time tutoring lasts because it allows my child to understand and grasp strategies that help him complete his work in school."
- "The most helpful part of the tutoring program is the personalized support it provides. Students get one-on-one attention that helps them better understand the material they might struggle with during regular class time. It also builds their confidence and helps them stay on track academically. Plus, having consistent support from tutors who really care makes a big difference in how motivated and engaged the students feel."
- "Great communications, friendly staff, smart tutors!"

*Student Survey Highlights (2024–2025):*

As part of our end-of-year evaluation, students were asked about their experience in the program. Their responses demonstrate strong engagement and satisfaction:

- 80% of students said they want to return to tutoring next year (20% were unsure; 0% said no).
- 100% of students reported a positive experience regarding their tutoring sessions:
  - 68% said "I love them!"
  - 32% said "They are good"
  - 0% responded "They are ok"

- 0% responded “I hate them”

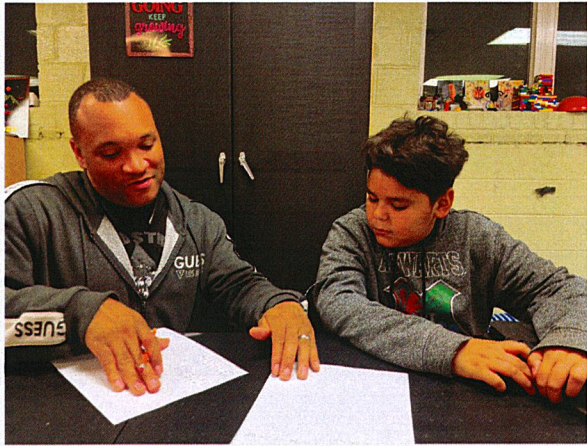
When asked what they liked best about tutoring, some students shared:

- “It’s tailored to my needs and helps me understand things better.”
- “Learning, games, exploring.”
- “I like doing work with my tutor.”
- “The helpfulness.”
- “Help with work.”
- “Learning new stuff.”

Northstar Tutoring is proud of the impact we’ve made in partnership with the City of Hyattsville and is eager to continue—and expand—that work in the coming year. With a proven model grounded in individualized academic support, long-term mentorship, and strong community engagement, we are well-positioned to meet the evolving needs of Hyattsville youth. Our experienced staff, dedicated volunteers, and deep roots in the community make us a trusted and responsive partner. We look forward to the opportunity to continue providing high-quality, student-centered programming that helps young people grow, succeed, and thrive.

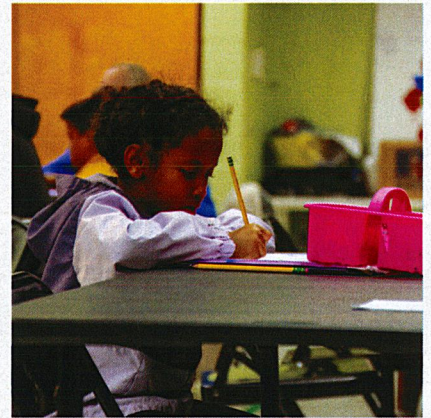


# From Our Students and Families



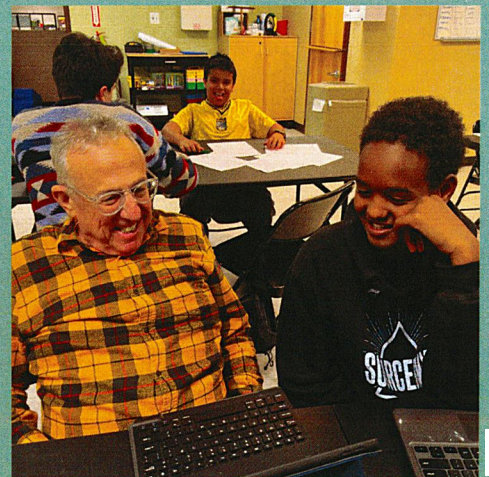
"I started with Northstar when I was in the 6th grade. Northstar became a lifeline, providing me with tutoring that helped me overcome my academic challenges. When the pandemic hit, my learning suffered due to online classes, however Northstar continued supporting me by providing me with three virtual tutoring sessions each week. This year they have worked with me on my SAT prep as well as college essays. Northstar has truly cultivated my growth and confidence over the years. I will deeply miss the support and kindness they've shown me as I move on to college." -Hyattsville Northstar Student

"I have three students that attend Northstar Tutoring. Two in elementary school and one in middle school. I have never seen my students so excited for class. They love tutoring and it has given them better relationships, more responsibility in doing their homework, and study skills. Thank you all so much for coordinating and making such an opportunity available. It helps immensely!" -Hyattsville Northstar Parent



"Tutoring at Northstar makes me feel like I am getting a private school education. My tutors explain things in a way that makes sense to me, and I understand what I'm learning better in school because I have someone who can sit down and explain it to me each night. I enjoy the program and believe it is a great help to those who struggle in school. -Hyattsville Northstar Student

"Before my daughter joined Northstar, she had low grades and was unable to independently complete class work and homework. As a child with a learning disability, she struggles to understand the subjects taught in her class in a timely manner which leads to her frustration. To make things worse, I had an auto accident while on duty in 2019 and I suffer a traumatic brain injury and therefore am not able to help her. I am very grateful she has such a dedicated team of tutors to help her and she is now an "A" student". -Northstar Parent





## **PROPOSAL DOCUMENTS**

In order to qualify for this Project, Contractors must submit all information requested in the following pages.

### **CONTRACTOR INFORMATION**

Proposals must adhere to the format of these Proposal forms and content of this RFP. Proposals will not be evaluated unless all parts of the Proposal form are submitted in a complete package. The information set forth is the minimum required in order to qualify for consideration.

Firm Name	Northstar Tutoring
Address	2437 15th St NW
City, State, Zip	Washington, DC 20009
Contact Person	Jennifer Townsend
Phone Number	207-975-3040
Email Address	JTownsend@northstartutoring.org

## PROPOSAL FORM PRICE AUTHORIZATION

By signing this Proposal form, such action certifies that the Contractor has personal knowledge of the following: That said Contractor has examined the RFP and specifications, carefully prepared the Proposal form, and has checked the same in detail before submitting said Proposal; and that said Contractor, or the agents, officers, or employees thereof, have not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive Proposing in connection with this Proposal. That all of said work will be performed at the Contractor's own proper cost and expense. The Contractor will furnish all necessary materials and labor in the manner provided in the applicable specifications, and at the time stated in the contract.

The undersigned, being a reputable Contractor and having submitted the necessary pre-qualification forms, hereby submits in good faith and in full accordance with all specifications, attached or integral, his/her Proposal:

Name of Contractor Northstar Tutoring

Authorized Signature Jennifer Townsend

Name and Title of Signatory Jennifer Townsend, Executive Director

Date 5/14/2025

Type of Organization (circle One): ☒ Corporation ☐ Partnership ☐ Proprietorship

SEAL:  
(If corporation)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/16/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Howard W. Phillips & Company 80 M Street, SE Suite 350 Washington DC 20003	<b>CONTACT NAME:</b> Elena V. Johnson, CLCS <b>PHONE (A/C, No, Ext):</b> 202-331-9200 Ext. 116 <b>FAX (A/C, No):</b> 202-331-8452 <b>E-MAIL ADDRESS:</b> ejohnson@hwphillips.com														
<b>INSURED</b> Northstar Tutoring 2437 15th St NW Washington DC 20009	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A : The Hanover Insurance Company</td> <td style="text-align: center;">22292</td> </tr> <tr> <td>INSURER B : The Hanover American Insurance Company</td> <td style="text-align: center;">36064</td> </tr> <tr> <td>INSURER C : Houston Casualty Company</td> <td style="text-align: center;">42374</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : The Hanover Insurance Company	22292	INSURER B : The Hanover American Insurance Company	36064	INSURER C : Houston Casualty Company	42374	INSURER D :		INSURER E :		INSURER F :	
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INSURER F :															

**COVERAGES****CERTIFICATE NUMBER:** 1037319305**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			OHRD968517	9/5/2024	9/5/2025	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			OHRD968517	9/5/2024	9/5/2025	COMBINED SINGLE LIMIT (Ea accident) \$ Included BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$			OHRD968517	9/5/2024	9/5/2025	EACH OCCURRENCE \$1,000,000 AGGREGATE \$ \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WZRH467794	12/30/2024	12/30/2025	<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$500,000 E.L. DISEASE - EA EMPLOYEE \$500,000 E.L. DISEASE - POLICY LIMIT \$500,000
C				H25HSM40054-00	3/10/2025	3/10/2026	Limit \$1,000,000 Retention \$10,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

FOR COVERAGE VERIFICATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

## COMPANY BACKGROUND

Company Name	Northstar Tutoring
Main Office Location	2437 15th St. NW Washington, DC 20009
Year Founded	2017
Insurance Plans Accepted	Northstar Tutoring has general liability as well as sexual abuse and molestation policies
Project Manager Name	Jennifer Townsend
Project Manager Phone	207-975-3040
Project Manager Email	JTownsend@northstartutoring.org
Years of Experience	14 years

Has the company/sole practitioner ever operated under another name? If yes, what name?

No

Do you have the materials and staff available to start within two weeks of notice to proceed? Or are you a sole practitioner, prepared to sub-contract with a larger agency and began work within two weeks of notice to proceed?

Yes, Northstar is able to begin immediately.

If no to the previous question, how long would it take to have the equipment and staff available?

N/A

Has the company ever done work with the City of Hyattsville? If yes, when and what type of work.

Yes, we currently provide tutoring and mentoring services to 75 students through the Teen Center.

## REFERENCES

Complete and submit the following for three (3) projects of similar nature as the project specified. Make copies and/or attach additional pages as needed.

Name of Project	Sasha Bruce - Resilient Scholars Program
Owner of Project	Sasha Bruce Youthwork
Address of Project	741 8th St. SE, Washington, DC 20003
Contact Person	Jane McGhee, Deputy Chief of Programs
Phone Number	202-309-4363
Email address	jmcghee@sashabruce.org
Description of work	Northstar provides twice-weekly, one-on-one tutoring and mentoring to formerly incarcerated youth. Each student is matched with two dedicated tutors who commit to working with their student for the school year, providing consistency and building trust. Northstar administers initial math and reading assessments to students to determine their academic baseline, and sessions are tailored to both the assessment results and current school assignments. Tutors work individually with students to strengthen foundational skills, complete homework, and prepare for tests, while also helping them build confidence and develop positive academic habits. Sessions typically last 90 minutes and are designed to be interactive, supportive, and responsive to the student's needs. To maximize accessibility, Northstar offers both in-person and virtual tutoring options. The program prioritizes academic support and the development of consistent, trusting relationships with students who often face barriers to education due to past disruptions and life circumstances.
Comments	This partnership involves a high level of complexity due to the unique needs of the youth served. Many students have experienced disrupted schooling, trauma, or institutional mistrust, requiring tutors who are not only academically skilled but also trauma-informed and flexible in their approach. Coordinating both in-person and online sessions adds logistical challenges, as does adapting instruction to a wide range of skill levels. Sustaining engagement and consistent attendance in the face of instability demands a high-touch, relationship-based model and close coordination with Sasha Bruce staff.

## REFERENCES

Complete and submit the following for three (3) projects of similar nature as the project specified. Make copies and/or attach additional pages as needed.

Name of Project Academic Enrichment Program, Afterschool Tutoring, City Tutor, Project E.R.A.S.E (ENOUGH Grant)

Owner of Project Latin American Youth Center and Northstar Tutoring

Address of Project 2500 14th St NW, Washington, DC 20009 & 9570 Fort Foote Rd, Fort Washington, MD 20744

Contact Person Mirna (Lupi) Quinteros-Grady

Phone Number 301-908-4517

Email address lupi@layc-dc.org

Description of  
work

The Latin American Youth Center (LAYC) has a long-standing partnership with Northstar Tutoring, dating back to 2015. Our collaboration began with Northstar providing after-school homework assistance to approximately 45 students at LAYC's Rita Bright Center, Mondays through Thursdays. At the same time, we worked together to launch a twice-weekly evening tutoring program at the center, serving around 100 students in grades K–12 with both homework help and targeted instruction in math and reading.

Since 2015, we have expanded our partnership to include academic enrichment programming for summer camp participants at Rita Bright, offering two to four sessions per week over multiple years. We also launched an evening tutoring program with the support of a City Tutor grant, increasing access to one-on-one support for students who needed it most.

Most recently, we brought after-school tutoring to Oxon Hill Middle School and are currently collaborating on a joint application for the ENOUGH grant to expand our work in Prince George's County.

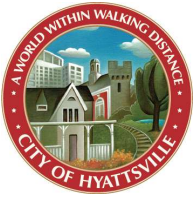
Comments

From the beginning, our shared goal has been to provide high-quality academic support to low-income students who often face systemic barriers to educational success. Together, we've created safe, supportive learning environments where students can build skills, confidence, and long-term academic habits. Across all of these efforts, we have served more than 300 students through Northstar Tutoring—providing not just academic instruction, but mentorship, consistency, and care to youth who need it most.

## REFERENCES

Complete and submit the following for three (3) projects of similar nature as the project specified. Make copies and/or attach additional pages as needed.

Name of Project	Northstar Tutoring at Hyattsville Middle School
Owner of Project	Northstar Tutoring/Hyattsville Middle School
Address of Project	6001 42nd ave, Hyattsville, MD 20781
Contact Person	Tanya Machuca
Phone Number	240-437-2777
Email address	tanya.machuca@pgcps.org
Description of work	Northstar Tutoring has partnered with Hyattsville Middle School to provide English Language Arts and Math tutoring services to students in grades 6-8. 1:1 and 1:2 tutor to student services were provided to a total of 40 students. The focus was centered on the preparation of students' mathematical and reading skills for their MCAP Exams (Maryland Comprehensive Assessment Program) in addition to homework assistance.
Comments	Northstar Tutoring has been wonderful to work with. Jen and Saarah have been amazing when it comes to communication and planning. The weekly development of curriculum and material that has been provided to students aligned wonderfully with what they are learning in their classes. Northstar tutors are all friendly and have great rapport with our students. Our students enjoy attending weekly tutoring sessions and have provided great feedback in regards to Northstar Tutoring returning next year. We hope our partnership continues to thrive and we look forward to working with Northstar next school year.



# City of Hyattsville

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

## Agenda Item Report

**File #:** HCC-373-FY25

6/2/2025

10.a

Submitted by: Jeff Ulysse

Submitting Department: Community & Economic Development

Agenda Section: Action

**Item Title:**

**Mt. Hermon Lodge Preliminary Plan of Subdivision 4-24033**

**Suggested Action:**

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., 43<sup>rd</sup> Ave and Farragut Street.

**Summary Background:**

On May 15<sup>th</sup> the Maryland National Capital Parks and Planning Commission accepted a modification to the subject application, consolidating PPS 4-24033 (Parcel 1), ADQ-2024-065 with PPS 4-24036 (Parcel 2). This Preliminary Plan of Subdivision is proposed in two phases:

- **Phase 1** involves the subdivision of Parcel 1, a 0.14 acre lot, into a single lot to accommodate the adaptive reuse



of the existing Mt. Hermon Masonic Temple. The existing house of worship will be converted into a mixed-use building featuring approximately 1,700 square feet of commercial/retail space on the ground floor and eight multifamily rental units above.

- **Phase 2** proposes the future development of Parcel 2 for the construction of five townhome units.

With regard to Phase II of the development project, pursuant to section 27-441(b) of the prior zoning ordinance the townhouse use is not permitted in the underlying R-55 zone “by right” but only pursuant to footnotes. This property is exempt from DDOZ development standards under the footnote on page 144. The applicant will need to apply for a detailed site plan prior to commencing Phase II of the project.

On May 19<sup>th</sup>, the applicant, Kayleigh Kulp and her attorney, Matthew Tedesco provided the City Council with a presentation on the project components and the future development plan for Parcel 2.

**Next Steps:**

This item will be scheduled for a Planning Board hearing on June 26<sup>th</sup>.

**Fiscal Impact:**

N/A

**City Administrator Comments:**

Click or tap here to enter text.

**Community Engagement:**

The applicant presented to the Hyattsville Planning Committee on April 29th, 2025 and at the May 19th City Council.

**Strategic Goals:**

Choose an item.

**Legal Review Required?**

Choose an item.



# Memo

To: Mayor and City Council

From: Jeff Ulysse, Director of Business, Community and Economic Development

Date: May 19, 2025

Re: Mt. Hermon Lodge Redevelopment Project, 4207 Gallatin St. – Preliminary Plan of Subdivision 01002-04 Discussion

Attachments: Preliminary Plan of Subdivision 4-24036  
Statement of Justification  
Traffic Report/Study

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The purpose of this memorandum is to provide the City Council with a summary of the Preliminary Plan of Subdivision (PPS) application entitled Mt. Hermon Lodge as well as recommendations from City Staff and Planning Committee.

## **Project Summary**

The proposed Preliminary Plan of Subdivision consists of two distinct phases:

- ❖ **Phase 1** proposes the subdivision of Parcel 1, a 0.1444-acre lot (Exhibit 1), into a single buildable lot to facilitate the adaptive reuse of the existing Mount Herman Masonic Temple. The existing structure, currently a house of worship, will be converted into a mixed-use development. The proposed building will include approximately 1,700 square feet of commercial/retail space and eight multifamily rental dwelling units.
- ❖ **Phase 2** Proposes the subdivision and development of Parcel 2 to allow for the construction of 5 townhome units. Each unit will be constructed in accordance with applicable zoning, design, and infrastructure requirements.

The proposed development represents a change in use from commercial to residential and as such, a new Preliminary Plan of Subdivision (PPS), Certificate of Adequacy, and Final Plat will be required.

## **Location**

This project includes two separate parcels specific to each phase of the development process located in Ward 1. Parcel 1 is improved by an existing commercial building is situated on 0.1444 acre. Parcel 1 is the site of the Mount Hermon Masonic Lodge. The site is located at the southwest quadrant of the

intersection of Gallatin Street and 43<sup>rd</sup> Ave and positioned just east of the Robert King City Park. Parcel 2 is improved by an existing asphalt parking lot situated on 0.1444 acre and is located at the northeast quadrant of the intersection of 43<sup>rd</sup> Ave and Farragut Street. Parcel 2 is directly south of Parcel 1 and is separated by an unimproved public alley. The subject site is located with the Town Center Character area of the *2004 Approved Sector Plan and Sectional Map Amendment for the Prince George's County Gateway Arts District*.

	Proposed
Zone	(Prior Zone) CSC
Use(s)	Residential/Commercial
Gross Acreage	0.2888
Commercial Gross Floor Area	1700
Total Multifamily Dwelling Units	8
Studio	0
1-Bedroom	3
2-Bedroom	5 (1 ADA)

Unit Type	# of Units	Unit Size Range
1 Bedroom	3	624 sf - 736sf
2 Bedroom (1 ADA unit)	5	1007 sf - 1662 sf

### **Surrounding Uses**

The site has frontages on Gallatin Street, 43<sup>rd</sup> Ave and Farragut Street. Under the prior subdivision and zoning ordinance, the site is within the Commercial Shopping Center Zone (C-S-C), which is one of 19 distinct zoning districts of the prior sector plan and sectional map adopted in May 1994. The site is currently zone Neighborhood Activity Center (NAC) under the current zoning ordinance. This corridor features commercial structures, single family dwellings and a multifamily building with single family dwellings primarily oriented to the west.

Land situated to the east is primarily comprised of commercial structures with a small assortment of dwelling units. The dominant base zone within this corridor is Residential Single Family 65 (RSF-65) for parcels east of the subject area under the new zoning ordinance. Neighborhood Activity Center is the zoning district for a majority of the parcels situated to the west which primarily include commercial structures. All of the surrounding properties are in the Development District Over Lay zone (DDO) implemented by the Gateway Arts District Sector Plan and SMA.

### **Environmental**

Due to the existing improvements on both parcels the Natural Resources Inventory Plan (NRI 016-2025) shows no existing regulated environmental features present at the subject site.

- ❖ **Woodland & Wildlife Conservation Ordinance:** An exemption letter (S-015-2025) was issued because the property has no previous TCP approvals and is less than 40,000 sf in size. A type 1 conservation plan will not be required.
- ❖ **Stormwater Management:** A draft stormwater management concept plan (SIT-00081-2025) was submitted and will be provided once it is made available.

### **Mandatory Dedication of Parkland.**

Sec. 24-134 of the Prince George's County Code requires conformance with the mandatory dedication of parkland. Sec. 24-135 allows recreational facilities or a fee-in-lieu to be substituted for parkland if approved by the Planning Board. The applicant is proposing to meet this requirement by providing a fee-in-lieu.

### **Historic Preservation**

The applicant has submitted a Historic Preservation-Archaeology checklist and must be reviewed by the Historic Preservation Commission. Parcel 1 is improved by the Mt. Hermon Masonic Temple, a newly designated historic site, listed under the Maryland Inventory of Historic Properties under inventory #68-010-95.

### **Transportation**

A Traffic Impact Analysis (TIA) was prepared by Lenhart Traffic Consulting, Inc. on February 27<sup>th</sup>, 2025 (Exhibit 2). The TIA guidelines prescribe specific analysis of the average critical lane volume (CLV) and utilization of the High Capacity Manual (HCM) for analysis of all conditions. The CLV analysis concludes *that each signalized study intersection will continue to operate at level of service (LOS) "A" (Exhibit4) with the proposed development and therefore meets the adequacy requirements of Prince George's County.* The HCM analysis concludes *that each unsignalized study intersection will continue to operate with adequate levels of delay with the proposed development and therefore meets the adequacy requirements of Prince George's County.*

- ❖ **Parking:** The subject property is situated in residential parking zone 1. In a memo dated April 21<sup>st</sup>, 2025 Lenhart Traffic Consulting, Inc. provided a parking assessment for the Parcel 1 development phase. In their memo they provide the following statements that address parking concerns for the subject property:

*The site is located in the City of Hyattsville. There are numerous public parking options available for the commercial use including the City of Hyattsville public parking lots and on-street parking facilities, the Franklins parking lot, and the new Canvas apartments to name a few. The Hyattsville area is a very walkable and densely populated mixed use area that contains residential and commercial uses and as such the commercial use for this building does not require specific off street parking. With regards to the residential parking, the City maintains a residential parking permit program for on street parking within this area. It is anticipated that the residential uses will participate in this existing program.*

Page 18 of the 2004 Approved Sector Plan and Sectional Map Amendment for the Prince George's County Gateway Arts District states that "Applicants within an established parking district may have the minimum off-street parking requirements reduced or waived provided that the applicant agrees to pay a special assessment and/or a fee-in-lieu for the required number of off-street parking spaces that are to be waived as defined by the parking district."

**Prince Georges County Zoning Code Sec. 27-568. Schedule (number) of spaces required, generally**

TYPE OF USE	NUMBER OF SPACES	UNIT OF MEASUREMENT
Multifamily dwelling: (D) All others	2.0 +0.5	Dwelling Unit Bedroom in excess of one per unit
(aa) Retail	1.0	250 sf. Of Gross Leasable Area (GLA)
Total Minimum Requirements	<b>Residential 18.5 ((3x2)+(5x2.5))/Retail 7 (250/1700)</b>	

The applicant proposes to use the existing improved asphalt parking area situated on Parcel 2 to accommodate the off-street parking needs for Parcel 1. Per the applicant, if Phase 2 is approved for development, alternative off-site parking facilities will need to be addressed through the Detailed Site Plan review process. The applicant did not disclose how much parking will be provided on the PPS.

**Bicycle and Pedestrian Facilities**

The proposed project is subject to Sec. 24-124.01, of the Prince George's County Code which requires adequate public pedestrian and bikeway facilities in County Centers and Corridors. A bicycle and pedestrian Impact Study is required within a ½ mile radius of the site. Based on the number of dwelling units and the square footage of commercial, the applicant states they are not required to submit a BPIS. However, as per the proposed development plans 394 sf of bike storage area is being proposed on the interior of the basement.

**Planning Committee Review**

The applicant presented to the Planning Committee on April 29th, 2025. The Planning Committee responded positively to the proposal.

Below are the recommendations voted on by the Planning Committee:

- 1. Overall the Planning Committee supports the rehabilitation and reuse of the Historic Lodge.*
- 2. The Planning Committee has concerns with the overall parking strategy and congestion of the area for the transition between Phase I and a potential Phase II. A larger solution is needed to determine how best to address parking and congestion for the lodge and commercial space in an area already tight on parking.*
- 3. The Planning Committee recommends that the City Council pay special attention to the waste collection for the lodge, especially considering the existing public alley situated to the rear is not a through alley. We believe the proposed plan does not adequately safeguard interactions with pedestrians and vehicular traffic within subject site.*
- 4. With the potential for increased traffic in this corridor, the Planning Committee has concerns about traffic safety and recommends additional traffic calming devices as well as cross-walks.*
- 5. The Planning Committee has concerns about the proposed dormers and recommends that the developer look for alternative solutions that are more in keeping with the historical architecture of the lodge.*

## **Recommendations**

Staff will recommend the City Council to adopt the following motion:

“I move the City Council authorize the Mayor to provide correspondence to the Maryland-National Capital Park & Planning Commission in support of Preliminary Plan of Subdivision 4-24033, subject to the following conditions:

The City recommends the following conditions of approval:

1. To ensure compliance with the Americans with Disabilities Act (ADA) staff requests that the applicant clarify the number ADA parking spaces being provided and identify the location of said spaces.
2. 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.
3. Staff recommend 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.
4. 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., 43<sup>rd</sup> Ave and Farragut Street.

## **Next Steps**

The M-NCPPC Planning Board is scheduled to conduct a hearing to consider PPS-4-24033 on June 26, 2025. Any recommendations adopted by the City Council at the June 2nd, 2025 meeting will be conveyed to the Planning Board before the public hearing.

## **STATEMENT OF JUSTIFICATION**

### **MT. HERMON LODGE – LOT 11 4-24033**

APPLICANT/OWNER	Mt. Hermon Lodge Preservation Project, LLC 4709 40 <sup>th</sup> Avenue Hyattsville, Maryland 20781 Attn: Kayleigh Kulp
ATTORNEY/ CORRESPONDENT:	Matthew C. Tedesco, Esq. McNamee Hosea, P.A. 6404 Ivy Lane, Suite 820 Greenbelt, Maryland 20770 (301) 441-2420 Voice (301) 982-9450 Fax MTedesco@mhlawyers.com
CIVIL ENGINEER:	CV, Inc. Silvia D. Silverman, AICP 610 Professional Drive, Suite 108 Gaithersburg, MD 20879 301-637-2510 (office) ssilverman@cvinc.com
REQUEST:	A Preliminary Plan of Subdivision to accommodate the conversion of an existing commercial building into approximately 8 multifamily residential units and approximately 1,700 square foot commercial/retail use pursuant to the prior Zoning Ordinance and prior Subdivision Regulations in accordance with the prior C-S-C/D-D-O Zones. (Section 24-1903)

---

#### **I. DESCRIPTION OF PROPERTY**

1. Address – 4207 Gallatin Street, Hyattsville, Maryland 20781.
2. Location – South side of Gallatin Street at the south west quadrant of the intersection of Gallatin Street and 43<sup>rd</sup> Avenue.
3. Tax Account – 1816446.
4. Zone – NAC (current); C-S-C/D-D-O (prior).

5. Proposed Use – Approximately 8 multifamily residential units and approximately 1,700 square foot commercial/retail use.
6. Applicable Previous Approvals – N/A.
7. Record Plat – Plat Book LIB A at Plat No. 20.
8. Councilmanic District – 2.
9. Planning Area – 68.
10. Schools – Hyattsville Elementary, Hyattsville Middle and Northwestern High.
11. Police – Division I.
12. Fire/EMS – Hyattsville, Station 801, Battalion 884; Bladensburg, Station 809, Battalion 884.
13. Library – PGCMLS Bladensburg Branch Library; PGCMLS Hyattsville Branch Library.
14. Water/Sewer Category – W3/S3.
15. Historic Site/Resources – The Mount Hermon Masonic Temple (ID 68-010-95) (CR-102-2024); Harvey Dairy Store (ID 68-010-88 – 0.01 miles from subject property) ; Burgess House (ID 68-010-83 – 0.03 miles from subject property); Jones-Sheridan House (ID 68-010-79 – 0.04 miles from subject property); Welsh House (68-010-01 – 0.05 miles from the subject property); Fox’s Barn (ID 68-010-74 – 0.06 miles from subject property); Shepherd-Sibley House (ID 68-010-73 – 0.07 miles from the subject property); Benjamin Smith House (ID 68-010-34 – 0.08 miles form subject property); Lewis-Holden House (ID 68-010-02 – 0.09 miles from subject property); Frederick Holden House (ID 68-010-17 – 0.12 miles from subject property); Hyattsville Post Office (ID 68-010-40 – 0.12 miles from subject property); Lown House (ID 68-010-35 – 0.13 miles from subject property); and Edgewood (Tricon-Halloran House) (ID 68-010-65 – 0.13 miles from subject property).

## II. NATURE OF REQUEST

Mt. Hermon Lodge Preservation Project, LLC (hereinafter the “Applicant”) intends to pursue a Preliminary Plan of Subdivision to accommodate the conversion of an existing commercial building (the Mount Herman Masonic Temple) into approximately 8 multifamily residential units and approximately 1,700 square foot commercial/retail use pursuant to the prior Subdivision Regulations and prior Zoning Ordinance in accordance with the prior C-S-C/D-D-O Zone.



On April 1, 2022, the approved County-wide Sectional Map Amendment (“CMA”) and the updated Prince George’s County Zoning Ordinance and Subdivision Regulations became effective, thereby, rezoning the subject property to the newly created NAC Zone. Notwithstanding, Section 27-1903(c) of the Subdivision Regulations provides for a choice of law provision that allows an applicant, after April 1, 2022, to elect to utilize the prior Subdivision Regulations. Accordingly, the applicant intends to utilize the prior Subdivision Regulations and the prior Zoning Ordinance as the applicant recognizes that the provisions of the prior Subdivision Regulations and prior Zoning Ordinance have been successfully utilized and implemented for development of the property and all uses are permitted uses under the prior Zoning Ordinance. Therefore, the applicant contends that the prior Zoning Ordinance and prior Subdivision Regulations offer the most efficient, flexible, and established framework for review and approval of the applicant’s desired use/development at this time. (Pursuant to the same, the applicant hereby provides this statement pursuant to Section 27-1904(b) of the Zoning Ordinance).

### III. APPLICANT’S PROPOSAL

The Applicant presents in this Preliminary Plan of Subdivision (4-24033) application the development of property located at 4207 Gallatin Street, Hyattsville, Maryland 20781 (the “Subject Property”). Specifically, the proposed development is for the conversion of an existing commercial building in the Neighborhood Activity Center (NAC) Zone and the prior Commercial Shopping Center (C-S-C) Zone. The property consists of Lot 11, Block A, of Wine and Johnson’s Second Addition to Hyattsville, MD recorded in Plat Book A, page no. 20. The Subject Property, totaling approximately 0.289 acres, is currently a vacant building that was previously used as a Masonic lodge and recently designated as a historic site (CR-102-2024). The Applicant is not proposing to raze the existing building, but instead seeks to utilize the building and only make interior renovations to convert the building into a mixed use building consisting of residential and commercial/retail uses.

The site currently lies within the 2004 *Approved Gateway Arts District Sector Plan and Sectional Map Amendment Plan Area*. The Sector Plan places this property in the Town Center Character Area. This Character Area is described as “bustling with residential and business life” and has the land use goal of enhancing walkability and creating high-quality, mixed-use, pedestrian-oriented development incorporating human-scale buildings, and an attractive streetscape. The proposed mixed-use development, which is desired in the town center character area, will be compatible with the surrounding neighborhood. The sector plan’s goal for the town center character area is:

“enhance the walkability of the town centers by creating a framework for high-quality, mixed-use, pedestrian-oriented development incorporating human-scale buildings, an attractive streetscape, landscaping, and small parks.” (page 17)

In addition to the context-sensitive building as described above, the proposed improvements will meet this goal by prioritizing a pedestrian-oriented site design with a focus on bringing the existing building and site up to applicable County code standards, maintaining the

historic architecture, and improving the streetscape. These improvements will be a benefit to future residents and visitors, along with existing community members.

The sector plan and SMA also provide various environmental goals for the entire plan area. One of the goals is to “protect, improve, and enhance the natural and built environment to provide a high quality of life for residents, workers and visitors.” (p.29). The proposed development is redevelopment of an historic site. The redevelopment will not alter the existing footprint or result in the removal of any trees and/or landscaping features. The historic character of the building will also be maintained, which further minimizes any potential adverse impacts. Maintaining the historically significant architecture also fulfills another environmental objective of the Sector plan which is to “identify and recommend the preservation and enhancement of features that have significant influence on the environment and the aesthetic quality of the sector plan.”


As described above and herein, the proposed building expansion and site improvements exceed the goals of the sector plan and SMA.

#### IV. CONCLUSION

For all of the above-stated reasons, and based on all of the supporting documents and evidence that has (or will be) submitted into the record for this matter, the Applicant respectfully requests approval of 4-24033.

Respectfully submitted,

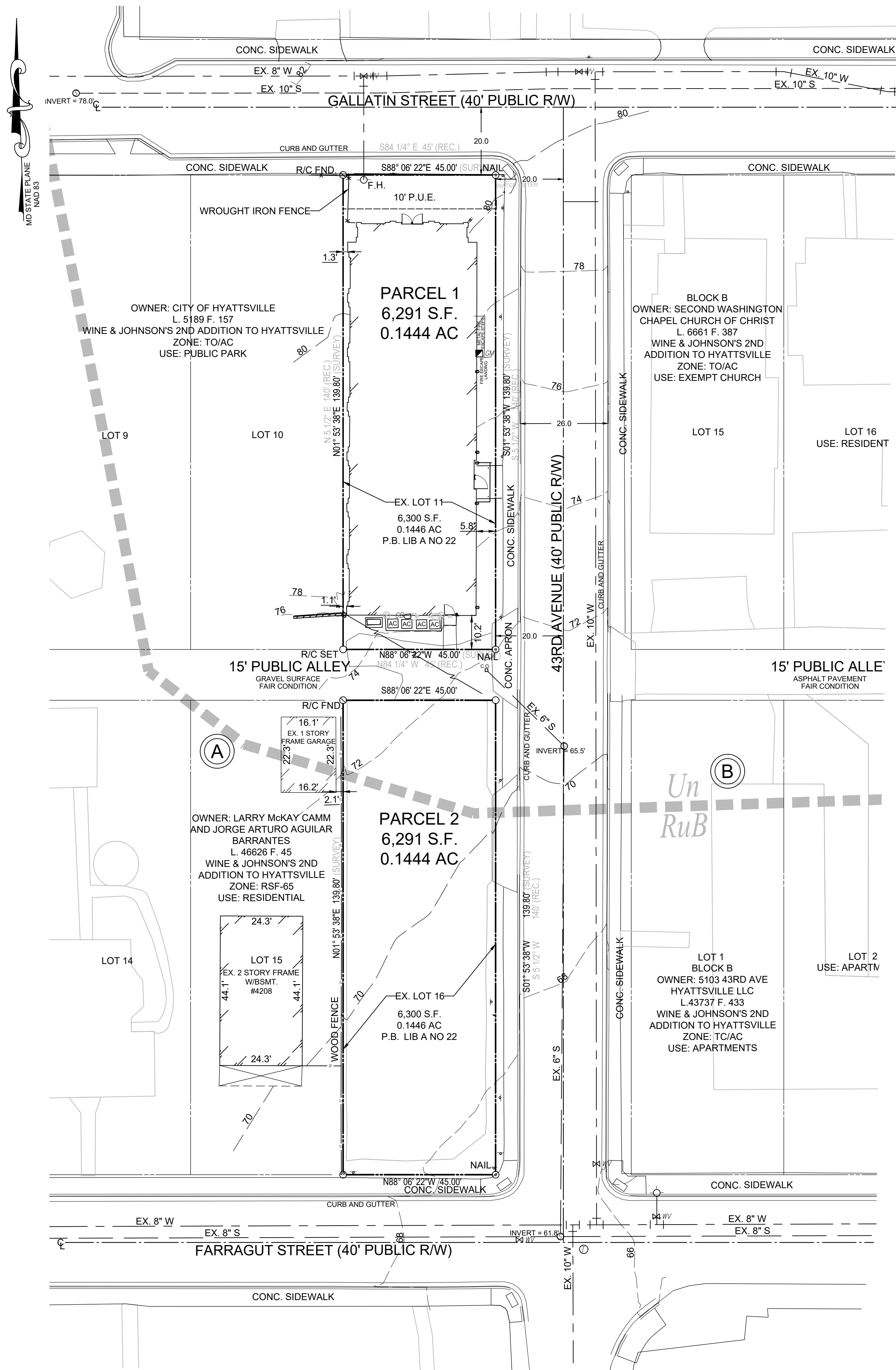
MCNAMEE HOSEA, P.A.

By:   
\_\_\_\_\_  
Matthew C. Tedesco  
Attorney for the Applicant

Date: March 17, 2025



EXHIBIT 1

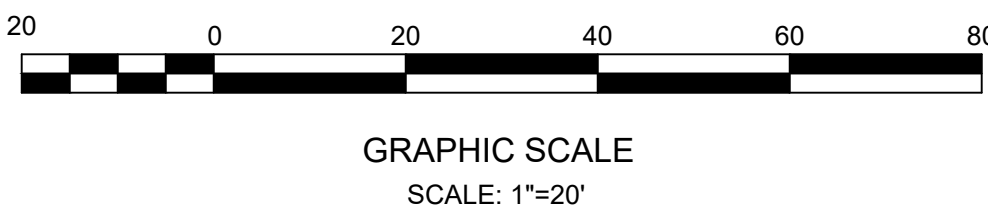
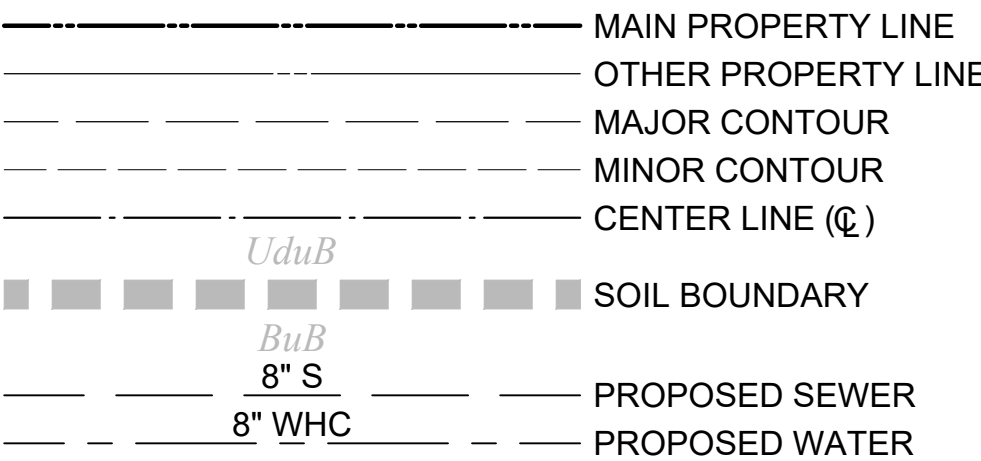


VICINITY MAP  
SCALE: 1"=2000'  
PRINCE GEORGE'S COUNTY  
ADC MAP #5409, GRID J-8

GENERAL NOTES:		
	PARCEL 1	PARCEL 2
1 Existing lot, Deed Description	Lot 11, Block A, "Wine and Johnson's 3rd Addition to Hyattsville" Plat Book LIB A Plat Number 022	Lot 16, Block A, "Wine and Johnson's 2nd Addition to Hyattsville" Plat Book JWB 2 Plat Number 618
2 Liber & Folio	Liber 50603 Folio 365	Liber 50603 Folio 371
3 Purpose of subdivision	One parcel for mixed-use development (commercial/residential)	5 Residential Lots
4 Prior approvals	N/A	N/A
5 Total acreage	0.1444 AC.	0.1444 AC.
6 Gross	0.1444 AC.	0.1444 AC.
6.1 Net	0.1444 AC.	0.1444 AC.
6.2 By zone	0.1444 AC. (C-S-C)	0.1444 AC. R-55
6.3 Net developable area outside of PMA	0.1444 AC.	0.1444 AC.
7 Acreage of environmental regulated features	0.0 AC.	0.0 AC.
8 Acreage of 100-year floodplain	0.0 AC.	0.0 AC.
9 Total area calculation	6,291 S.F.*	6,291 S.F.*
10 Acreage of road dedication	0.0 AC.	0.0 AC.
11 Zoning (Current)	NAC, TO/AC	RSF65 - Residential Single Family
12 Zoning (Prior)	Commercial Shopping Center (C-S-C)/D-D-O	R-55 - Residential/D-D-O
13 Existing use	Eleemosynary/Philanthropic Institution	Unmarked Asphalt Parking
14 Proposed Zoning	C-S-C/D-D-O (Prior Ordinance)	R-55 - Residential
15 Proposed use	Mixed Use Commercial/Residential (adaptive reuse of existing Masonic Lodge)	Residential Lots
16 Proposed dwelling units	8 Multi-family apartment units	5
17 Density Min/Max	10/90	No Minimum
28 Density calculation	55.4	40 DU/Ac
19 Minimum lot size required (Prior Ordinance)	1,200 S.F.	No Minimum
20 Lot size proposed	6,291 S.F.	990 S.F.
21 Minimum lot width required (Prior Ordinance)	No Minimum	No Minimum
22 Lot width proposed (Prior ordinance)	45' (Existing)	24'
23 Front street required	No Minimum	No Minimum
24 Front street proposed	45' (Existing)	24' Minimum
25 Front/Side/Rear Yard Depth minimum	No Minimum	No Minimum
26 Front/Side/Rear Yard Depth proposed	10'/1.3' and 5.8'/10.2'	0'/5'/10'
27 Principal Structure Height Min/Max	No Minimum	No Minimum
28 Principal Structure Height proposed	48.7'	40'
PARCELS 1 AND 2		
29 Tax Map, Grid	0050, B1	
30 200-Foot WSSC Map Reference	206NE04	
31 Sustainable Growth Tier	Yes - Tier 1	
32 Military Installation Overlay Zone	No	
33 Center or Corridor Location	Baltimore Avenue Corridor	
34.a Gross Floor Area Existing	8,546 S.F.** - Building to remain	0
34.b Gross Floor Area Proposed	8,546 S.F.	0
35 Stormwater management concept #	Concept #SIT-00081-2025	Concept #SIT-00089-2025
35.1 Approval date	3/17/2025	Pending
36 WSSC Water Category (Existing)	W-3	
37 WSSC Water Category (Proposed)	W-3	
38 WSSC Sewer Category (Existing)	S-3	
39 WSSC Sewer Category (Proposed)	S-3	
40 Method of sewer disposal	Public sewer	
41 Aviation policy area	NA	
42 Mandatory park dedication requirement	Fee in Lieu of Mandatory Dedication	Fee in Lieu of Mandatory Dedication ***
43 Cemeteries on or contiguous to the property	No	
44 Historic sites on or in the vicinity of the property	Hyattsville Historic District (ID: 68-010-00)	
45 Type One Tree Conservation Plan	Woodland Conservation Ordinance Exemption	
46 Within Chesapeake Bay Critical Area	WCO-Ex No. S-015-2025. Expires 2/27/2030	
47 Wetlands	No	
48 Streams	No	
49 Soils by soil type	Un: Hydrologic Soil Group: D	RuB: Hydrologic Soil Group C
Source: USDA Web Soil Survey		
50 In or adjacent to an easement held by the Maryland Environmental Trust, the Maryland Agricultural Land Preservation Foundation, or any land trust or organization	No	

\* Square Footage shown per ALTA Survey. Original Record Plat indicates 6,300 SF  
\*\* Square Footage shown per Architectural calculations.  
\*\*\* The Applicant will work with the Department of Parks and Recreation to determine if additional public amenities in the nearby City of Hyattsville Park can be provided instead of Fee-in-Lieu

LEGEND:



GRAPHIC SCALE  
SCALE: 1"=20'

OWNER:  
MT. HERMON LODGE  
PRESERVATION PROJECT, LLC  
4709 40th AVENUE  
HYATTSVILLE, MARYLAND 20781  
  
PHONE NUMBER: (240) 535-4909  
EMAIL: KAYLEIGH.KULP@GMAIL.COM

REV. NO.	DESCRIPTION	DATE

SURVEYOR'S CERTIFICATION

I HEREBY CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME, AND THAT I AM A DULY LICENSED PROFESSIONAL SURVEYOR UNDER THE LAWS OF THE STATE OF MARYLAND, LICENSE NO. 21908. EXPIRATION DATE: 07/16/26.



CV, INC.  
610 PROFESSIONAL DRIVE, #108  
GAITHERSBURG, MARYLAND 20879  
PHONE: (301) 637-2510  
WWW.CVINC.COM

Preliminary Plan of Subdivision  
4-24033  
MOUNT HERMON LODGE  
  
PARCELS 1 AND 2  
A RESUBDIVISION OF LOTS 11 AND 16, BLOCK "A"  
WINE AND JOHNSON'S 2ND  
ADDITION TO HYATTSVILLE  
HYATTSVILLE (16TH) ELECTION DISTRICT  
PRINCE GEORGE'S COUNTY, MARYLAND

PROJECT NO.  
20241103.02  
  
SCALE: AS SHOWN  
DATE: 05/05/2025  
DRAWN BY: AN  
CHECKED BY: MT  
SHEET 1 OF 1



## EXHIBIT 2



## Traffic Impact Analysis

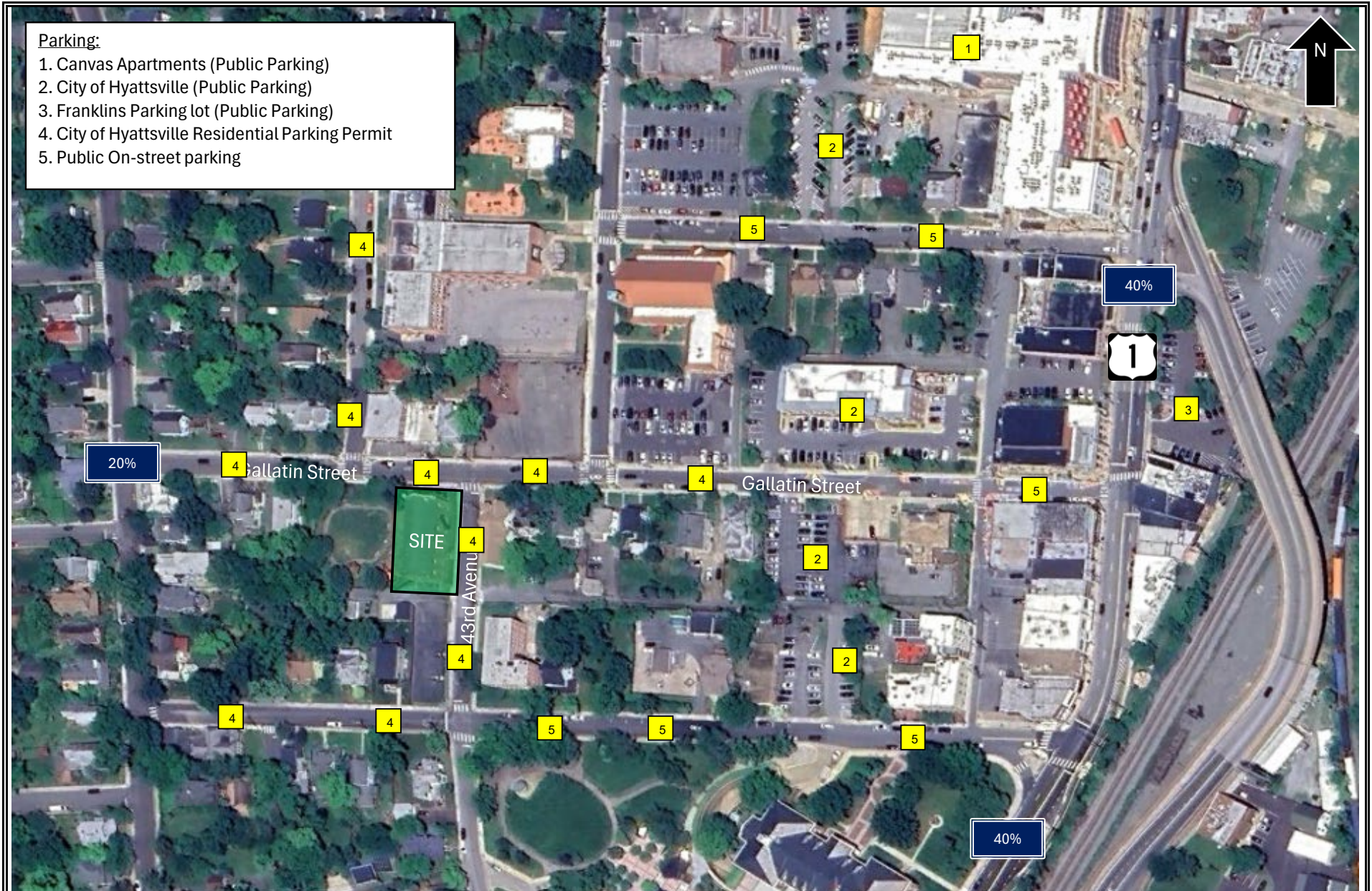
## Background Development Map

**Exhibit  
C-1**





# EXHIBIT 3



Traffic Impact Analysis

Site Location Map

**Exhibit  
1**

**LENHART TRAFFIC CONSULTING, INC.**  
645 BALTIMORE ANNAPOLIS BLVD, SUITE 214  
SEVERNA PARK, MD 21146  
[www.lenharttraffic.com](http://www.lenharttraffic.com)


# EXHIBIT 4

## Level-of-Service Results

Morning Peak Hour	Existing LOS	Background LOS	Total LOS
1). Gallatin Street & 43rd Avenue (Unsignalized) Northbound Approach	A / 1.7 sec. A / 9.8 sec.	A / 1.8 sec. A / 9.9 sec.	A / 2.1 sec. A / 10.0 sec.
2). US 1 & Gallatin Street (Signalized)	A / 401	A / 417	A / 418
Evening Peak Hour	Existing LOS	Background LOS	Total LOS
1). Gallatin Street & 43rd Avenue (Unsignalized) Northbound Approach	A / 3.9 sec. A / 10.0 sec.	A / 4.0 sec. B / 10.1 sec.	A / 4.7 sec. B / 10.4 sec.
2). US 1 & Gallatin Street (Signalized)	A / 361	A / 377	A / 382

### NOTES:

1. All signalized intersections satisfy MNCPPC Guidelines of LOS "E" or better for CLV analyses.
2. All unsignalized intersections satisfy MNCPPC Guidelines of less than 50 seconds of delay for all approaches for HCM analyses.

Traffic Impact Analysis	Results of Level-of-Service Analyses	Exhibit 9
 <b>LENHART TRAFFIC CONSULTING, INC.</b> 645 BALTIMORE ANNAPOLIS BLVD, SUITE 214 SEVERNA PARK, MD 21146 <a href="http://www.lenharttraffic.com">www.lenharttraffic.com</a>		



Matthew C. Tedesco, Esquire  
Admitted in Maryland

E-mail: [MTedesco@mhlawyers.com](mailto:MTedesco@mhlawyers.com)  
Direct Dial: Extension 222

May 7, 2025

Via Electronic Submittal  
[DRDapplications@ppd.mncppc.org](mailto:DRDapplications@ppd.mncppc.org)

Sherri K. Conner  
Acting Chief  
Development Review Division  
1616 McCormick Drive  
Largo, Maryland 20774

**Re: Consolidation of PPS 4-24036 & ADQ-2024-069) into PPS 4-24033 &  
ADQ-2024-065  
Mount Hermon Lodge (Lots 11 and 16)**

Dear Sherri:

On behalf of the owner and applicant, Mt. Hermon Lodge Preservation Project, LLC, please accept this as a formal request to consolidate PPS 4-24036 and ADQ-2024-069 into PPS 4-24033 and ADQ-2024-065. The basis to consolidate these applications into one is in response to our meeting on April 24, 2025, in which we discussed phasing the proposed development of Lots 11 and 16 by creating two parcels.

Specifically, phase one will consist of the resubdivision of Lot 11 into a parcel to accommodate the proposed mixed use of the existing lodge building while also facilitating on-site parking vis-à-vis the existing surface parking lot on Lot 16. This will, as we discussed and agreed, facilitate the ability for existing Lot 11 to be resubdivided while not requiring a detailed site plan given the on-site parking requirements can be met on Lot 16. The development is otherwise exempt from a detailed site plan pursuant to the applicability section of the applicable Sector Plan. Additionally, Adequacy will be tested as a phased development. When existing Lot 16 moves forward as the second phase, and depending on the actual type of residential development proposed, a detailed site plan will be required to amend the parking for existing Lot 11, possibly amend the DDOZ table of uses, and analyze any applicable development standards for Lot 16 based on the specific development proposed at that time. Prior to moving forward with any such detailed site plan for phase two on existing Lot 16, the PPS (4-24033), with phasing, will allow the new parcel (formerly Lot 11) to move forward, be platted (with a second parcel – formerly Lot 16), and have permits reviewed with use of the on-site parking on former Lot 16. As we discussed, this provides needed flexibility for future development to either be added to the lodge or to former Lot 16 assuming any such detailed site plan is ultimately approved on Lot 16 to

remove parking, approve the use, approve certain development standards, etc.; while also facilitating continued utilization of the prior Subdivision Regulations and prior Zoning Ordinance pursuant to Section 24-1903(b) and 24-1704.

Finally, filed in conjunction with this request to consolidate these cases, please find a signed application and revised preliminary plan of subdivision.

As always, thank you in advance for your assistance, courtesy, and understanding in this matter.

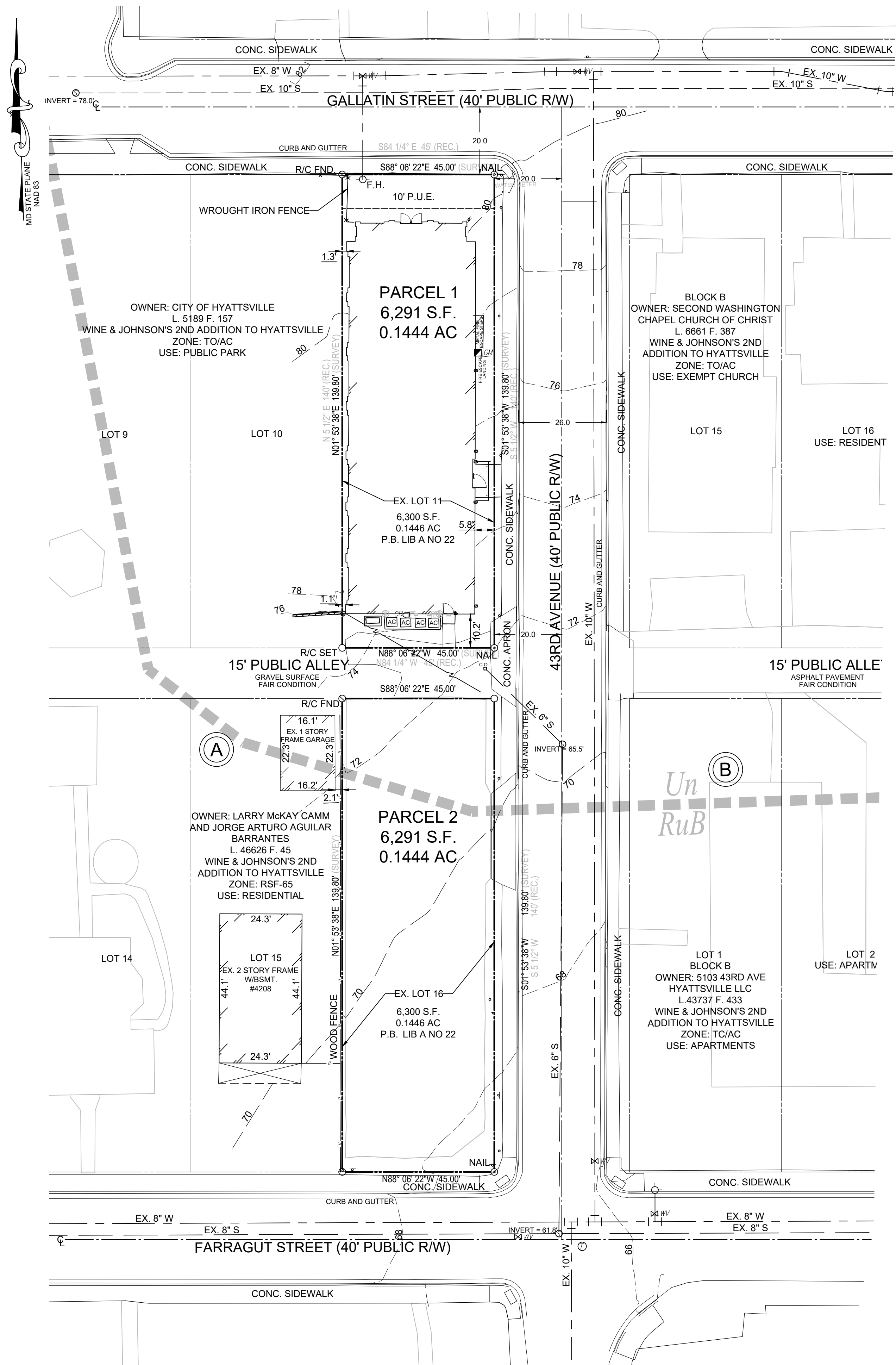
Sincerely,



Matthew C. Tedesco

cc: Mridula Gupta  
Jason Bartlett  
Mahsa Vatandoost  
Mt. Hermon Lodge Preservation Project, LLC  
CV, Inc.  
Lenhart Traffic Consulting, Inc.





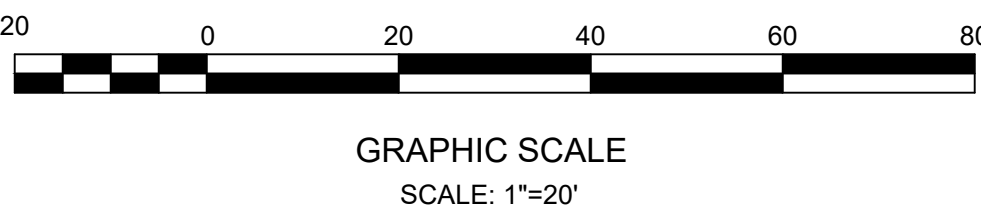
VICINITY MAP  
SCALE: 1"=2000'  
PRINCE GEORGE'S COUNTY  
ADC MAP #5409, GRID J-8

GENERAL NOTES:		
	PARCEL 1	PARCEL 2
1 Existing lot, Deed Description	Lot 11, Block A, "Wine and Johnson's 3rd Addition to Hyattsville" Plat Book LIB A Plat Number 022	Lot 16, Block A, "Wine and Johnson's 2nd Addition to Hyattsville" Plat Book JWB 2 Plat Number 618
2 Liber & Folio	Liber 50603 Folio 365	Liber 50603 Folio 371
3 Purpose of subdivision	One parcel for mixed-use development (commercial/residential)	5 Residential Lots
4 Prior approvals	N/A	N/A
5 Total acreage	0.1444 AC.	0.1444 AC.
6 Gross	0.1444 AC.	0.1444 AC.
6.1 Net	0.1444 AC.	0.1444 AC.
6.2 By zone	0.1444 AC. (C-S-C)	0.1444 AC. R-55
6.3 Net developable area outside of PMA	0.1444 AC.	0.1444 AC.
7 Acreage of environmental regulated features	0.0 AC.	0.0 AC.
8 Acreage of 100-year floodplain	0.0 AC.	0.0 AC.
9 Total area calculation	6,291 S.F.*	6,291 S.F.*
10 Acreage of road dedication	0.0 AC.	0.0 AC.
11 Zoning (Current)	NAC, TO/AC	RSF65 - Residential Single Family
12 Zoning (Prior)	Commercial Shopping Center (C-S-C)/D-D-O	R-55 - Residential/D-D-O
13 Existing use	Eleemosynary/Philanthropic Institution	Unmarked Asphalt Parking
14 Proposed Zoning	C-S-C/D-D-O (Prior Ordinance)	R-55 - Residential
15 Proposed use	Mixed Use Commercial/Residential (adaptive reuse of existing Masonic Lodge)	Residential Lots
16 Proposed dwelling units	8 Multi-family apartment units	5
17 Density Min/Max	10/90	No Minimum
28 Density calculation	55.4	40 DU/Ac
19 Minimum lot size required (Prior Ordinance)	1,200 S.F.	No Minimum
20 Lot size proposed	6,291 S.F.	990 S.F.
21 Minimum lot width required (Prior Ordinance)	No Minimum	No Minimum
22 Lot width proposed (Prior ordinance)	45' (Existing)	24'
23 Front street required	No Minimum	No Minimum
24 Front street proposed	45' (Existing)	24' Minimum
25 Front/Side/Rear Yard Depth minimum	No Minimum	No Minimum
26 Front/Side/Rear Yard Depth proposed	10'/1.3' and 5.8'/10.2'	0'/5'/10'
27 Principal Structure Height Min/Max	No Minimum	No Minimum
28 Principal Structure Height proposed	48.7'	40'
PARCELS 1 AND 2		
29 Tax Map, Grid	0050, B1	
30 200-Foot WSSC Map Reference	206NE04	
31 Sustainable Growth Tier	Yes - Tier 1	
32 Military Installation Overlay Zone	No	
33 Center or Corridor Location	Baltimore Avenue Corridor	
34.a Gross Floor Area Existing	8,546 S.F.** - Building to remain	0
34.b Gross Floor Area Proposed	8,546 S.F.	0
35 Stormwater management concept #	Concept #SIT-00081-2025	Concept #SIT-00089-2025
35.1 Approval date	3/17/2025	Pending
36 WSSC Water Category (Existing)	W-3	
37 WSSC Water Category (Proposed)	W-3	
38 WSSC Sewer Category (Existing)	S-3	
39 WSSC Sewer Category (Proposed)	S-3	
40 Method of sewer disposal	Public sewer	
41 Aviation policy area	NA	
42 Mandatory park dedication requirement	Fee in Lieu of Mandatory Dedication	Fee in Lieu of Mandatory Dedication ***
43 Cemeteries on or contiguous to the property	No	
44 Historic sites on or in the vicinity of the property	Hyattsville Historic District (ID: 68-010-00)	
45 Type One Tree Conservation Plan	Woodland Conservation Ordinance Exemption	
46 Within Chesapeake Bay Critical Area	WCO-Ex No. S-015-2025. Expires 2/27/2030	
47 Wetlands	No	
48 Streams	No	
49 Soils by soil type	Un: Hydrologic Soil Group: D	RuB: Hydrologic Soil Group C
Source: USDA Web Soil Survey		
50 In or adjacent to an easement held by the Maryland Environmental Trust, the Maryland Agricultural Land Preservation Foundation, or any land trust or organization	No	

\* Square Footage shown per ALTA Survey. Original Record Plat indicates 6,300 SF  
\*\* Square Footage shown per Architectural calculations.  
\*\*\* The Applicant will work with the Department of Parks and Recreation to determine if additional public amenities in the nearby City of Hyattsville Park can be provided instead of Fee-in-Lieu

LEGEND:

- MAIN PROPERTY LINE
- OTHER PROPERTY LINE
- MAJOR CONTOUR
- MINOR CONTOUR
- CENTER LINE (CL)
- SOIL BOUNDARY
- PROPOSED SEWER
- PROPOSED WATER



OWNER:  
MT. HERMON LODGE  
PRESERVATION PROJECT, LLC  
4709 40th AVENUE  
HYATTSVILLE, MARYLAND 20781  
  
PHONE NUMBER: (240) 535-4909  
EMAIL: KAYLEIGH.KULP@GMAIL.COM

REV. NO.	DESCRIPTION	DATE

SURVEYOR'S CERTIFICATION

I HEREBY CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME, AND THAT I AM A DULY LICENSED PROFESSIONAL SURVEYOR UNDER THE LAWS OF THE STATE OF MARYLAND, LICENSE NO. 21908. EXPIRATION DATE: 07/16/26.



CV, INC.  
610 PROFESSIONAL DRIVE, #108  
GAITHERSBURG, MARYLAND 20879  
PHONE: (301) 637-2510  
WWW.CVINC.COM

Preliminary Plan of Subdivision  
4-24033  
MOUNT HERMON LODGE  
PARCELS 1 AND 2  
A RESUBDIVISION OF LOTS 11 AND 16, BLOCK "A"  
WINE AND JOHNSON'S 2ND  
ADDITION TO HYATTSVILLE  
HYATTSVILLE (16TH) ELECTION DISTRICT  
PRINCE GEORGE'S COUNTY, MARYLAND

PROJECT NO.  
20241103.02  
  
SCALE: AS SHOWN  
DATE: 05/05/2025  
DRAWN BY: AN  
CHECKED BY: MT  
SHEET 1 OF 1



## **STATEMENT OF JUSTIFICATION**

### **MT. HERMON LODGE – LOT 11 4-24033**

APPLICANT/OWNER	Mt. Hermon Lodge Preservation Project, LLC 4709 40 <sup>th</sup> Avenue Hyattsville, Maryland 20781 Attn: Kayleigh Kulp
ATTORNEY/ CORRESPONDENT:	Matthew C. Tedesco, Esq. McNamee Hosea, P.A. 6404 Ivy Lane, Suite 820 Greenbelt, Maryland 20770 (301) 441-2420 Voice (301) 982-9450 Fax MTedesco@mhlawyers.com
CIVIL ENGINEER:	CV, Inc. Silvia D. Silverman, AICP 610 Professional Drive, Suite 108 Gaithersburg, MD 20879 301-637-2510 (office) ssilverman@cvinc.com
REQUEST:	A Preliminary Plan of Subdivision to accommodate the conversion of an existing commercial building into approximately 8 multifamily residential units and approximately 1,700 square foot commercial/retail use pursuant to the prior Zoning Ordinance and prior Subdivision Regulations in accordance with the prior C-S-C/D-D-O Zones. (Section 24-1903)

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#### **I. DESCRIPTION OF PROPERTY**

1. Address – 4207 Gallatin Street, Hyattsville, Maryland 20781.
2. Location – South side of Gallatin Street at the south west quadrant of the intersection of Gallatin Street and 43<sup>rd</sup> Avenue.
3. Tax Account – 1816446.
4. Zone – NAC (current); C-S-C/D-D-O (prior).

5. Proposed Use – Approximately 8 multifamily residential units and approximately 1,700 square foot commercial/retail use.
6. Applicable Previous Approvals – N/A.
7. Record Plat – Plat Book LIB A at Plat No. 20.
8. Councilmanic District – 2.
9. Planning Area – 68.
10. Schools – Hyattsville Elementary, Hyattsville Middle and Northwestern High.
11. Police – Division I.
12. Fire/EMS – Hyattsville, Station 801, Battalion 884; Bladensburg, Station 809, Battalion 884.
13. Library – PGCMLS Bladensburg Branch Library; PGCMLS Hyattsville Branch Library.
14. Water/Sewer Category – W3/S3.
15. Historic Site/Resources – The Mount Hermon Masonic Temple (ID 68-010-95) (CR-102-2024); Harvey Dairy Store (ID 68-010-88 – 0.01 miles from subject property) ; Burgess House (ID 68-010-83 – 0.03 miles from subject property); Jones-Sheridan House (ID 68-010-79 – 0.04 miles from subject property); Welsh House (68-010-01 – 0.05 miles from the subject property); Fox’s Barn (ID 68-010-74 – 0.06 miles from subject property); Shepherd-Sibley House (ID 68-010-73 – 0.07 miles from the subject property); Benjamin Smith House (ID 68-010-34 – 0.08 miles form subject property); Lewis-Holden House (ID 68-010-02 – 0.09 miles from subject property); Frederick Holden House (ID 68-010-17 – 0.12 miles from subject property); Hyattsville Post Office (ID 68-010-40 – 0.12 miles from subject property); Lown House (ID 68-010-35 – 0.13 miles from subject property); and Edgewood (Tricon-Halloran House) (ID 68-010-65 – 0.13 miles from subject property).

## II. NATURE OF REQUEST

Mt. Hermon Lodge Preservation Project, LLC (hereinafter the “Applicant”) intends to pursue a Preliminary Plan of Subdivision to accommodate the conversion of an existing commercial building (the Mount Herman Masonic Temple) into approximately 8 multifamily residential units and approximately 1,700 square foot commercial/retail use pursuant to the prior Subdivision Regulations and prior Zoning Ordinance in accordance with the prior C-S-C/D-D-O Zone.

On April 1, 2022, the approved County-wide Sectional Map Amendment (“CMA”) and the updated Prince George’s County Zoning Ordinance and Subdivision Regulations became effective, thereby, rezoning the subject property to the newly created NAC Zone. Notwithstanding, Section 27-1903(c) of the Subdivision Regulations provides for a choice of law provision that allows an applicant, after April 1, 2022, to elect to utilize the prior Subdivision Regulations. Accordingly, the applicant intends to utilize the prior Subdivision Regulations and the prior Zoning Ordinance as the applicant recognizes that the provisions of the prior Subdivision Regulations and prior Zoning Ordinance have been successfully utilized and implemented for development of the property and all uses are permitted uses under the prior Zoning Ordinance. Therefore, the applicant contends that the prior Zoning Ordinance and prior Subdivision Regulations offer the most efficient, flexible, and established framework for review and approval of the applicant’s desired use/development at this time. (Pursuant to the same, the applicant hereby provides this statement pursuant to Section 27-1904(b) of the Zoning Ordinance).

### III. APPLICANT’S PROPOSAL

The Applicant presents in this Preliminary Plan of Subdivision (4-24033) application the development of property located at 4207 Gallatin Street, Hyattsville, Maryland 20781 (the “Subject Property”). Specifically, the proposed development is for the conversion of an existing commercial building in the Neighborhood Activity Center (NAC) Zone and the prior Commercial Shopping Center (C-S-C) Zone. The property consists of Lot 11, Block A, of Wine and Johnson’s Second Addition to Hyattsville, MD recorded in Plat Book A, page no. 20. The Subject Property, totaling approximately 0.289 acres, is currently a vacant building that was previously used as a Masonic lodge and recently designated as a historic site (CR-102-2024). The Applicant is not proposing to raze the existing building, but instead seeks to utilize the building and only make interior renovations to convert the building into a mixed use building consisting of residential and commercial/retail uses.

The site currently lies within the 2004 *Approved Gateway Arts District Sector Plan and Sectional Map Amendment Plan Area*. The Sector Plan places this property in the Town Center Character Area. This Character Area is described as “bustling with residential and business life” and has the land use goal of enhancing walkability and creating high-quality, mixed-use, pedestrian-oriented development incorporating human-scale buildings, and an attractive streetscape. The proposed mixed-use development, which is desired in the town center character area, will be compatible with the surrounding neighborhood. The sector plan’s goal for the town center character area is:

“enhance the walkability of the town centers by creating a framework for high-quality, mixed-use, pedestrian-oriented development incorporating human-scale buildings, an attractive streetscape, landscaping, and small parks.” (page 17)

In addition to the context-sensitive building as described above, the proposed improvements will meet this goal by prioritizing a pedestrian-oriented site design with a focus on bringing the existing building and site up to applicable County code standards, maintaining the

historic architecture, and improving the streetscape. These improvements will be a benefit to future residents and visitors, along with existing community members.

The sector plan and SMA also provide various environmental goals for the entire plan area. One of the goals is to “protect, improve, and enhance the natural and built environment to provide a high quality of life for residents, workers and visitors.” (p.29). The proposed development is redevelopment of an historic site. The redevelopment will not alter the existing footprint or result in the removal of any trees and/or landscaping features. The historic character of the building will also be maintained, which further minimizes any potential adverse impacts. Maintaining the historically significant architecture also fulfills another environmental objective of the Sector plan which is to “identify and recommend the preservation and enhancement of features that have significant influence on the environment and the aesthetic quality of the sector plan.”

As described above and herein, the proposed building expansion and site improvements exceed the goals of the sector plan and SMA.

#### IV. CONCLUSION

For all of the above-stated reasons, and based on all of the supporting documents and evidence that has (or will be) submitted into the record for this matter, the Applicant respectfully requests approval of 4-24033.

Respectfully submitted,

MCNAMEE HOSEA, P.A.

By:



---

Matthew C. Tedesco  
Attorney for the Applicant

Date: March 17, 2025

**BICYCLE PEDESTRIAN  
IMPACT STATEMENT**

**FOR**

**MT. HERMON LODGE**

Prepared by:

**LENHART TRAFFIC CONSULTING, INC.**  
*TRAFFIC ENGINEERING & TRANSPORTATION PLANNING*

**May 21, 2025**



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1.4	Cost Cap for Off-Site Improvements	
1.5	Off-Site Improvements	
1.6	Conclusion	
<b>Section 2</b>	<b>Complete Streets Review Checklist .....</b>	<b>6</b>
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2.5	Complete Streets Assessment – Transit Facilities	

## Appendices

Appendix A	Supplemental Information
Appendix B	BPIS Improvements
Appendix C	Alternate BPIS Improvements

## Section 1 Bicycle Pedestrian Impact Statement

### 1.1 Project Description

This Bicycle Pedestrian Impact Statement (BPIS) has been conducted for the Mt. Hermon Lodge development. The site is located along the west side of 43<sup>rd</sup> Avenue between Gallatin Street and Farragut Street and is proposed to be developed with 13 residential units and 1,700 square feet of retail.

### 1.2 On-Site Bicycle and Pedestrian Network Evaluation

The internal sidewalk network will be constructed per Prince George's County standards. In addition, projected vehicular travel speeds within the site will be compatible with on-road bicycle traffic, allowing cyclists to safely navigate the site and reach destinations outside of the proposed site.

### 1.3 Off-Site Bicycle and Pedestrian Network Evaluation

Bicycle and pedestrian facilities were evaluated within the ½ mile vicinity of the site and several deficiencies were identified along these corridors. Improvements to address these deficiencies are identified in Section 1.5 of this report.

### 1.4 Cost Cap for Off-Site Improvements

The site is proposed to be developed with 13 residential units and 1,700 square feet of retail.

The cost cap of off-site improvements was calculated based on Section 24-506(c)(1)(B)(i) of the Subdivision Regulations which states that, *"The cost of the off-site pedestrian or bikeway facilities shall not exceed thirty-five cents (\$0.35) per gross square foot of proposed nonresidential development in the application and three hundred (\$300) per unit of proposed residential development in the application, indexed per inflation annually from calendar year 2013."*

The table below details the cost cap calculations for the site.

**Table 1: Calculation of Cost Cap**

Type of Development	Cost	Number of Units	Resulting Cap
Residential	\$300/unit	13 units	\$3,900
Retail	\$0.35/sf	1,700 sf	\$595
<b>Total Cost Cap:</b>			<b>\$4,495</b>
<b>Indexed for Inflation:</b>			<b>\$6,156</b>



## 1.5 Off-Site Improvements (See Exhibits 1-4)

Based on the discussion in Section 1.3, it is recommended that the applicant's BPIS contribution be used to make improvements close to the proposed site. A map showing the general location of these improvements is contained on **Exhibit 1**. The cost estimate on Exhibit 4 are estimates as the improvements have not been formally designed and a finalized cost for the improvements will ultimately be provided by a design engineer when these improvements are to be constructed. See below for a more detailed description of the proposed improvements.

- Farragut Street & Church Place (See **Exhibit 2**).
  - Install 30 linear feet of continental crosswalk along Church Place.
- 42<sup>nd</sup> Avenue & Gallatin Street (See **Exhibit 3**).
  - Restripe 50 linear feet of continental crosswalk along the west approach.
  - Restripe 60 linear feet of continental crosswalk along the east approach.

Cost estimates have been prepared for these improvements as shown on **Exhibit 4**. Note that it is anticipated that the restriping at 42<sup>nd</sup> Avenue & Gallatin Street will not require mill and overlay given the existing crosswalk markings are being replaced in kind. If mill and overlay is required, the proposed improvements at 42<sup>nd</sup> Avenue & Gallatin Street will not be feasible due to the limited available cost cap. As requested, a line item was added on the cost estimate exhibit for the mill and overlay. Note that the mill and overlay cost are not included in the total improvement cost.

## 1.6 Alternate Off-Site Improvements (See Appendix C)

In the event that the relevant agencies do not support the preferred improvements detailed in Section 1.5 and/or wish to explore alternatives, alternate improvements have been developed. A map showing the general location of these alternate improvements is contained on **Appendix C-1**. See below for a more detailed description of the alternate improvements.

- Trolley Trail (See **Appendix C-2**).
  - Install bicycle guidance signage along the Trolley Trail.
- Trolley Trail (See **Appendix C-3**).
  - Install bicycle guidance signage along the Trolley Trail.
- Trolley Trail (See **Appendix C-4**).
  - Install bicycle guidance signage along the Trolley Trail.
- Trolley Trail (See **Appendix C-5**).
  - Install bicycle guidance signage along the Trolley Trail.

Cost estimates have been prepared for these improvements as shown on **Appendix C-6**.

## 1.7 Conclusion

This Bicycle Pedestrian Impact Statement (BPIS) has been conducted for the Mt Hermon Lodge development. The site is located as identified on Exhibit 1 and is proposed to be developed with 13 residential units and 1,700 square feet of retail.. Improvements to the surrounding bicycle and pedestrian network have been identified and are shown on Exhibits 1-4.

It is recommended that the following conditions be included as part of the Certificate of Adequacy:

*Prior to issuance of the first building permit for the subject property, the applicant and the applicant's heirs, successors, and/or assignees shall demonstrate that the following adequate pedestrian and bikeway facilities, as designated below, in accordance with Section 24-4506 of the Subdivision Regulations ("Required Off-Site Facilities"), have (a) full financial assurances, (b) been permitted for construction through the applicable operating agency's access permit process, and (c) an agreed-upon timetable for construction and completion with the appropriate agency.*

*The adequate pedestrian and bikeway facilities shall be selected from the prioritized list below. A facility shall only be selected if the facilities above it on the list cannot be constructed for reasons of (a) valuation above the cost cap for off-site facilities or (b) inability of the applicant to obtain a permit for construction from the applicable operating agency. If the applicant cannot obtain a permit for construction, they shall demonstrate this with written correspondence from the operating agency, or with written evidence of the developer's reasonable efforts to obtain permits should the operating agency not provide such correspondence. Multiple facilities shall be selected if they can be accommodated together within the cost cap.*

- A. Install 30 linear feet of continental crosswalk along the Church Place.*
- B. Restripe 50 linear feet of continental crosswalk along the west approach at the intersection of 42<sup>nd</sup> Avenue and Gallatin Street.*
- C. Restripe 60 linear feet of continental crosswalk along the east approach at the intersection of 42<sup>nd</sup> Avenue and Gallatin Street.*

## Section 2 Complete Streets Review Checklist

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### 2.1 General Project Information

- Project Name: Mt Hermon Lodge
- Preliminary Plan Number: TBD
- Project Area (project location, relation to transit, designated Center and/or Corridor impacted): Along 43<sup>rd</sup> Avenue between Gallatin Street and Farragut Street
- Project Description: 13 residential units and 1,700 square feet of retail
- Number of Lots: 13 units
- Gross Floor Area of Retail or Commercial: 1,700 square feet

### 2.2 Site Context and Opportunities

- Road classifications proposed or impacted by the project. 43<sup>rd</sup> Avenue (N/A), Gallatin Street (N/A)
- Land Use and Character: Describe the character of the project area, including predominant land uses, densities, and any historic districts or special zoning districts present. Describe the compatibility of the proposed design with these characteristics. The area surrounding the site is a mix of retail, office, and residential uses. Therefore, the proposed use is compatible with the other surrounding uses.
- Trip Generators and Attractors: List any major sites, destinations, and trip generators within one-half mile of the project area, including: transit stops with service frequency of at least 20 minutes during peak periods; public facilities (e.g. schools. Libraries, parks or post offices); recreational communities; cultural facilities; retail centers greater than 20,000 square feet GFA; employment centers greater than 40,000 square feet GFA; and existing sidewalks, paths, bike lanes, or cycle tracks. Describe how the proposed design provides connections to these sites. St. Jerome Academy, Hyattsville Middle School, David C. Driskell Community Park, Riverside Neighborhood Park, General Retail in the City of Huattsville

- **Travel Patterns and Conditions:** Describe existing and desired future walking, bicycling, transit, motor vehicle, and freight conditions within the project area. Describe how the proposed design addresses these conditions, including volumes, safety, comfort, connectivity, and quality of the street environment. Existing walking and cycling patterns primarily consist of people traveling between the other residential uses in the area to the commercial/retail shops located in the City of Hyattsville. The proposed site will provide connectivity to the existing sidewalk network along 43<sup>rd</sup> Avenue.
- **Opportunities:** Identify opportunities to address safety, mobility, and access within the larger corridor or center (within one-half mile of the subject site). Please see Sections 1.3 through 1.7 above.

## 2.3 Complete Streets Assessment – Pedestrian Facilities

### Does the proposed design:

- Provide adequate clear sidewalk widths along street frontages? (Minimum 5 feet of clear sidewalk width required per ADA)?
- Provide recommended buffer between peds. and traffic?
- Include pedestrian facilities and designated crossings that provide direct connections to destinations identified in Question #7?
- Provide pedestrian facilities for internal site circulation (e.g., walkways along and between buildings, walkways through parking lots to buildings, designated crossings of drive aisles)?
- Provide walkway lighting and/or continuous street lighting that meets or exceeds County standards?
- Minimize vehicle intrusions into the pedestrian zone (e.g., driveways, lay-by lanes, loading zones)?
- Provides designated pedestrian crossing opportunities every 300'-500'?
- Provide ADA compliant curb ramps where required and/or appropriate?
- Provide marked crosswalks and/or other crossing improvements at appropriate locations?.
- Provide the sidewalk, sidepath, and other streetscape improvements as recommended in the Countywide Master Plan of Transportation and applicable area or sector plan?

It is understood that the site design will meet all pedestrian facility requirements at the time of site plan.

## **2.4 Complete Streets Assessment – Bicycle Facilities**

### **Does the proposed design:**

- Include bicycle facilities that provide direct connections to destinations identified in Question #7?
- Include bicycle facilities identified in adopted plans?
- Does the right-of-way dedication along master plan bikeways provide sufficient space for the bicycle facilities recommended in the area plan?
- Provide adequate bicycle parking per County Code requirements?

It is understood that the site design will meet all bicycle facility requirements at the time of site plan.

## **2.5 Complete Streets Assessment – Transit Facilities**

### **Does the proposed design:**

- Include transit enhancements (e.g., bus shelter, bus or intermodal transfer stop, park-and-ride facility, bus stop pad or pull-out, direct cash contribution to transit service costs, other transit service or system enhancements/amenities that serve the subject property) or propose to defray the cost of transit enhancements on-site or within one-half mile of the proposed site?
  - a. If yes, are proposed transit enhancements connected to the site by adequate pedestrian facilities?
  - b. If adequate pedestrian facilities are not available to the transit stop from the subject site, describe the nature of the gap or barrier in the pedestrian network:
- Provide lighting at on-site transit stops that meets or exceeds County standards?
- Provide ADA compliant landing pads at on-site transit stops?
- Provide a space for passengers to wait for and board transit vehicles that are separate from the walkway at the on-site stops?

It is understood that the site design will meet all transit facility requirements at the time of site plan.

# Appendix A

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## Supplemental Information

**Table 1: Bicycle and Pedestrian Impact Statement (BPIS) Scoping Agreement**

This form must be completed prior to preparation of the Bicycle and Pedestrian Impact Statement (BPIS) and approved by Transportation Planning Section (TPS) staff as part of the scoping for transportation and pedestrian/bicycle adequacy for the acceptance of Certificate of Adequacy applications (ADQ). The completed scoping agreement will be reviewed by the Planning Department during the scoping meeting. TPS will return a signed copy when all comments provided in the scoping meeting have been addressed and returned to the consultant for inclusion in the BPIS. Failure to conduct the study in accordance with the Transportation Review Guidelines (TRG) and the signed scoping agreement may be grounds for rejection of the study and thereby necessitate an addendum or a new study prior to the start of staff review.

<b>Application Name:</b>	Mt. Hermon Lodge
<b>Project</b>	Mt. Hermon Lodge - Lots 11 & 16
<b>Subject Property Address (or Tax Account ID #):</b>	4207 Gallatin Street & 4210 Farragut Street (Hyattsville, MD)
<b>Is a finding of adequate public pedestrian and bikeway facilities required per Section 24-4506(b)(3) of the Subdivision Regulations or a General Plan Center of Corridor Name per Section 24-124.01 of the prior Subdivision regulations? If so, a BPIS is required. Please provide specific criteria for BPIS review or provide justification if a BPIS is not applicable.</b>	NAC (Lot 11) & RSF-65 (Lot 16)
<b>Applicant (or Consultant) Contact Information:</b>	Mike Lenhart (mlenhart@lenharttraffic.com)
<b>Date of Scoping Agreement Submission:</b>	TBD

**Project Description and Cost Cap**

<b>1. Proposed Use:</b>	Residential + Retail
<b>2. Gross square feet of commercial or retail development (SF):</b>	1,700 SF
<b>3. Number of Dwelling Units (DU):</b>	13 dwelling units

The cost cap for required off-site pedestrian and bikeway facilities shall not exceed thirty-five cents (\$0.35) per gross square foot of commercial or retail development proposed and three hundred dollars (\$300) per unit of residential development, indexed for inflation.

<b>4. Base Cost Cap (\$0.35 per SF + \$300 per DU):</b>	\$4,495
<b>5. Cost Cap Indexed for Inflation, using Bureau of Labor Statistics Consumer Price Index between June 2013 and Present: (<a href="https://www.bls.gov/data/inflation_calculator.htm">https://www.bls.gov/data/inflation_calculator.htm</a>)</b>	\$6,175



### BPIS Scope

This agreement summarizes the geographic extent that is necessary for detailed review as part of the BPIS. Additional corridors or areas that are not listed below but are within walking or bicycling distance of the subject property may also be included in the BPIS. The submitted BPIS must also include pedestrian and bikeway facilities necessary to meet adequacy within the proposed subdivision (on-site).

6. Date of Pre-Application Scoping Meeting:	TBD	
7. BPIS Map Included:	Yes	<input checked="" type="radio"/> No
8. Potential Pedestrian or Bicycle Trip Generators within 1 Mile of Subject Property: (List all relevant generators.)	St. Jerome Academy Hyattsville Middle School David C. Driskell Community Park Riverside Neighborhood Park General Retail in the City of Hyattsville	
9. Proposed Corridors for BPIS Review within the Vicinity of the Subject Site: (Provide the name of each roadway/shared-use path corridor and its extents.)	42nd Avenue 43rd Avenue Farragut Street Gallatin Street *Limited scope due to low cost cap	
10. Master Plan Pedestrian and/or Bicycle Facility Recommendations along Subject Property Frontage or along Proposed Corridors: (See list above.)	Gallatin Street - Proposed Shared Lanes Hamilton Street - Proposed Shared Lanes US 1 - Proposed Bike Lane US 1 - Proposed Shared Use Path	
11. Have any discussions with relevant permitting agencies (Department of Permitting, Inspections and Enforcement (DPIE), SHA, Municipalities, Washington Metropolitan Area Transit Authority (WMATA), etc.) occurred?	Yes	<input checked="" type="radio"/> No
12. If a bikeshare station is proposed for this application, has a written confirmation and approval for that bikeshare station from DPW&T staff been submitted?  Prior to application acceptance, a written approval from DPW&T must be submitted.	Yes	<input checked="" type="radio"/> No

### Scope Agreement and Approval

SIGNED:   
Applicant Consultant

Date: 5/15/2025

APPROVED: \_\_\_\_\_  
TPS Coordinator (or Supervisor)

Date:

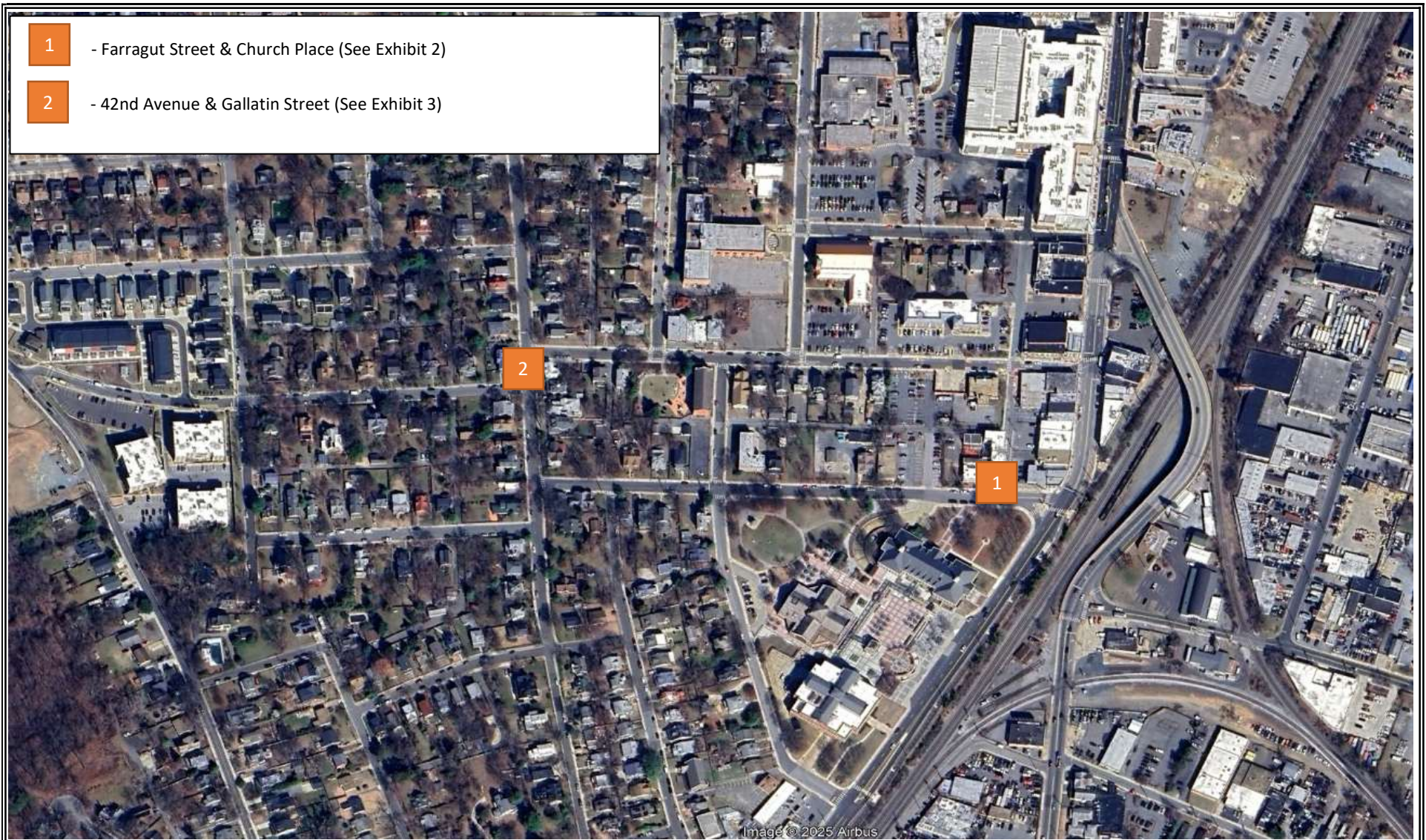
For Staff Use Only		
Okay to Accept Certificate of Adequacy Application?	Yes	No
If NO, please provide the following additional information:		



# Appendix B

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## BPIS Improvements



- 1 - Farragut Street & Church Place (See Exhibit 2)
- 2 - 42nd Avenue & Gallatin Street (See Exhibit 3)

Bicycle and Pedestrian Impact Statement


Location of BPIS Improvements

**Exhibit  
1**

**LENHART TRAFFIC CONSULTING, INC.**  
645 BALTIMORE ANNAPOLIS BLVD, SUITE 214  
SEVERNA PARK, MD 21146  
[www.lenharttraffic.com](http://www.lenharttraffic.com)





Bicycle and Pedestrian Impact Statement		BPIS Improvements along Farragut Street & Church Place	Exhibit 2
	LENHART TRAFFIC CONSULTING, INC. 645 BALTIMORE ANNAPOLIS BLVD, SUITE 214 SEVERNA PARK, MD 21146 www.lenharttraffic.com		





Bicycle and Pedestrian Impact Statement

BPIS Improvements along 42nd Avenue & Gallatin Street

**Exhibit  
3**


 **LENHART TRAFFIC CONSULTING, INC.**  
645 BALTIMORE ANNAPOLIS BLVD, SUITE 214  
SEVERNA PARK, MD 21146  
www.lenharttraffic.com

### BPIS Cost Estimate for Improvements

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	COST
<b>Farragut Street &amp; Church Place (See Exhibit 2)</b>				
30	LF	Thermoplastic Continental Crosswalk, 24 in.	\$20.00	\$600.00
140	SF	Mill And Overlay	\$10.00	\$1,400.00
			with 40% Contingency	\$840.00
<b>42nd Avenue &amp; Gallatin Street (See Exhibit 3)</b>				
110	LF	Thermoplastic Continental Crosswalk, 24 in.	\$20.00	\$2,200.00
1450	SF	Mill And Overlay	\$10.00	\$14,500.00
			with 40% Contingency	\$3,080.00

Total Cost of Improvements: \$3,920.00

Note that it is anticipated that the restriping at 42nd Avenue & Gallatin Street will not require mill and overlay given the existing crosswalk markings are being replaced in kind. If mill and overlay is required, the proposed improvements at 42nd Avenue & Gallatin Street will not be feasible due to the limited available cost cap.

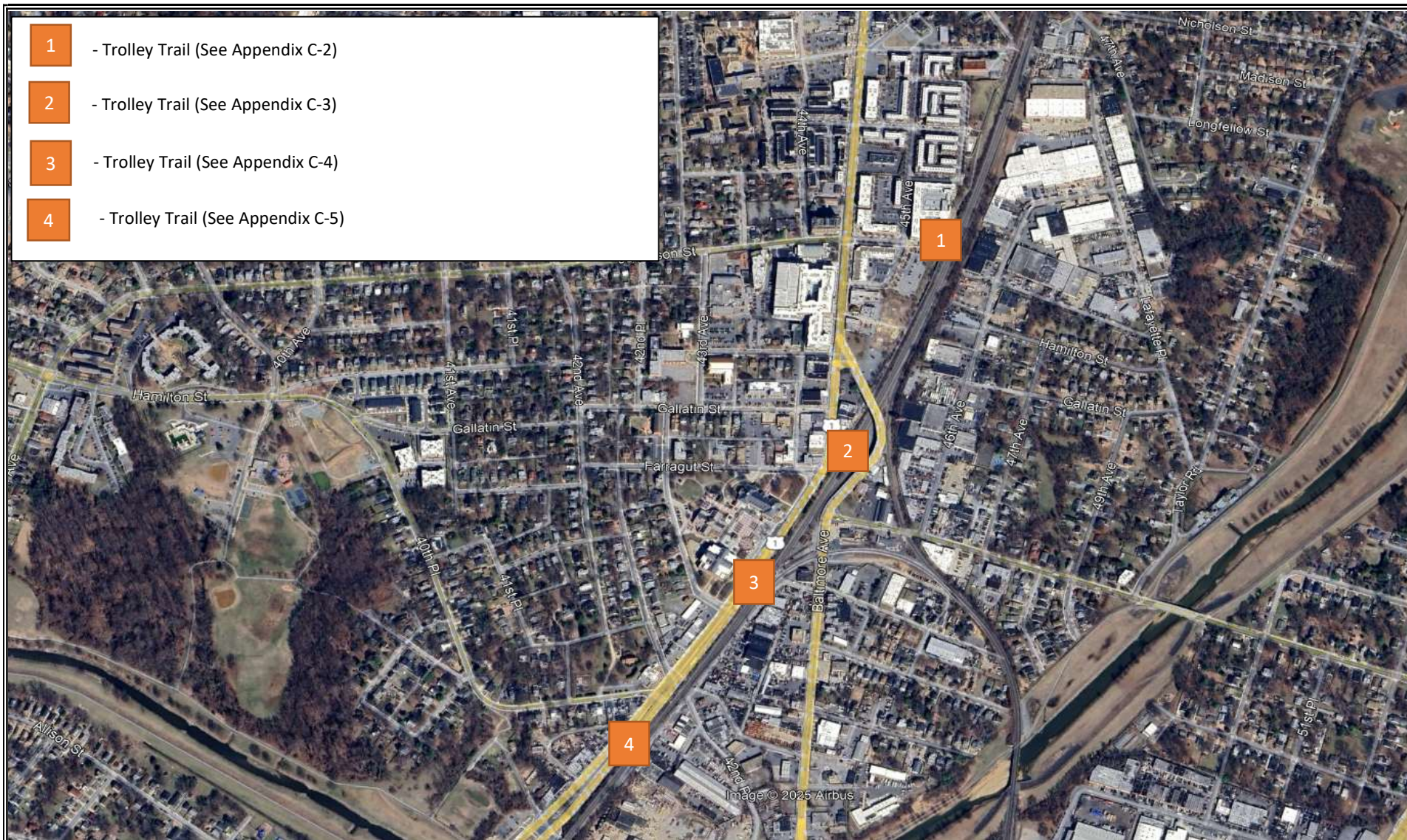
Bicycle and Pedestrian Impact Statement   <b>LENHART TRAFFIC CONSULTING, INC.</b> 645 BALTIMORE ANNAPOLIS BLVD, SUITE 214 SEVERNA PARK, MD 21146 www.lenharttraffic.com	BPIS Cost Estimate for Improvements	<b>Exhibit</b> <b>4</b>

# Appendix C

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## Alternate BPIS Improvements





Bicycle and Pedestrian Impact Statement

Location of Alternate BPIS Improvements

Appendix  
C-1




**LENHART TRAFFIC CONSULTING, INC.**  
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SEVERNA PARK, MD 21146  
[www.lenharttraffic.com](http://www.lenharttraffic.com)



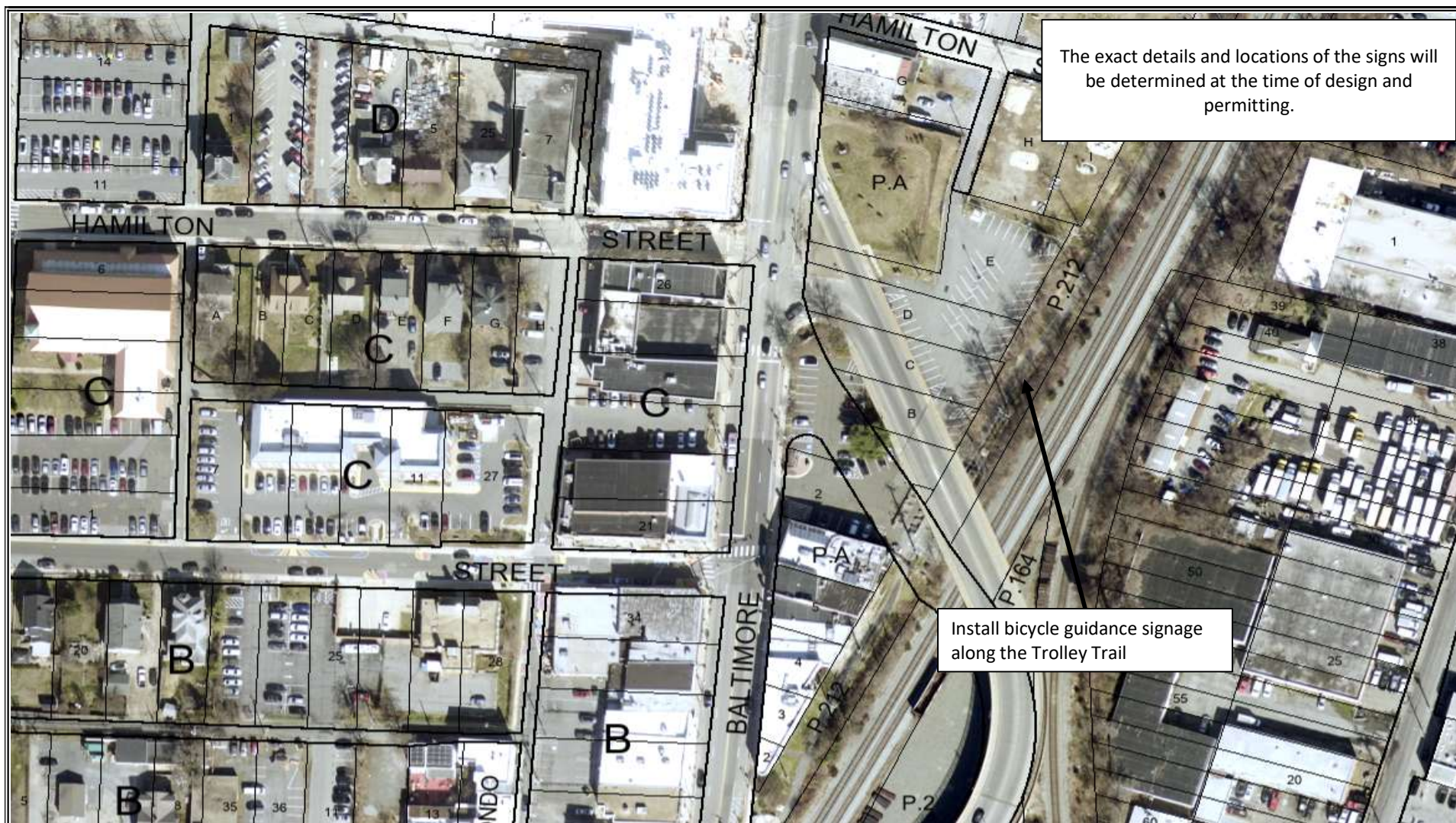


The exact details and locations of the signs will be determined at the time of design and permitting.

Install bicycle guidance signage along the Trolley Trail

<p>Bicycle and Pedestrian Impact Statement</p> <p> <b>LENHART TRAFFIC CONSULTING, INC.</b>          645 BALTIMORE ANNAPOLIS BLVD, SUITE 214          SEVERNA PARK, MD 21146  <a href="http://www.lenharttraffic.com">www.lenharttraffic.com</a></p>	<p>BPIS Improvements along Trolley Trail</p>	<p>Appendix C-2</p>
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Bicycle and Pedestrian Impact Statement

## BPIS Improvements along Trolley Trail

Appendix  
C-3

 **LENHART TRAFFIC CONSULTING, INC.**  
645 BALTIMORE ANNAPOLIS BLVD, SUITE 214  
SEVERNA PARK, MD 21146  
www.lenharttraffic.com









Bicycle and Pedestrian Impact Statement

## BPIS Improvements along Trolley Trail

**Appendix  
C-5**

**LENHART TRAFFIC CONSULTING, INC.**  
645 BALTIMORE ANNAPOLIS BLVD, SUITE 214  
SEVERNA PARK, MD 21146  
www.lenharttraffic.com

**BPIS Cost Estimate for Improvements**

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	COST
<b>Trolley Trail (See Appendix C-2)</b>				
1	Unit	Install bicycle guidance signage along the Trolley Trail	\$1,000.00	\$1,000.00
			with 40% Contingency	\$1,400.00
<b>Trolley Trail (See Appendix C-2)</b>				
1	Unit	Install bicycle guidance signage along the Trolley Trail	\$1,000.00	\$1,000.00
			with 40% Contingency	\$1,400.00
<b>Trolley Trail (See Appendix C-2)</b>				
1	Unit	Install bicycle guidance signage along the Trolley Trail	\$1,000.00	\$1,000.00
			with 40% Contingency	\$1,400.00
<b>Trolley Trail (See Appendix C-2)</b>				
1	Unit	Install bicycle guidance signage along the Trolley Trail	\$1,000.00	\$1,000.00
			with 40% Contingency	\$1,400.00
<b>Total Cost of Improvements:</b>				<b>\$5,600.00</b>

Bicycle and Pedestrian  
Impact Statement

 **LENHART TRAFFIC CONSULTING, INC.**  
645 BALTIMORE ANNAPOLIS BLVD, SUITE 214  
SEVERNA PARK, MD. 21146  
www.lenharttraffic.com

**BPIS Cost Estimate  
for Alternate Improvements**

**Appendix  
C-6**





# City of Hyattsville

Hyattsville Municipal Bldg  
4310 Gallatin Street, 3rd Flr  
Hyattsville, MD 20781  
(301) 985-5000  
[www.hyattsville.org](http://www.hyattsville.org)

## Agenda Item Report

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**File #:** HCC-367-FY25

6/2/2025

10.b.

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Submitted by: Patrick Paschall  
Submitting Department: Finance  
Agenda Section: Action

**Item Title:**  
**ARPA Budget Adjustments**

**Suggested Action:**

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.

**Summary Background:**

This motion reflects adjustments to ARPA project budgets to correct discrepancies between budgeted and actual expenses on six projects, and to replace \$220,000 in Household Emergency Relief program funds for 70 award files that lack adequate eligibility documentation with eligible FY25 salary expense.

**Next Steps:**

Continue project expenses.

**Fiscal Impact:**

Net impact is zero dollars.

**City Administrator Comments:**

Recommend support.

**Community Engagement:**

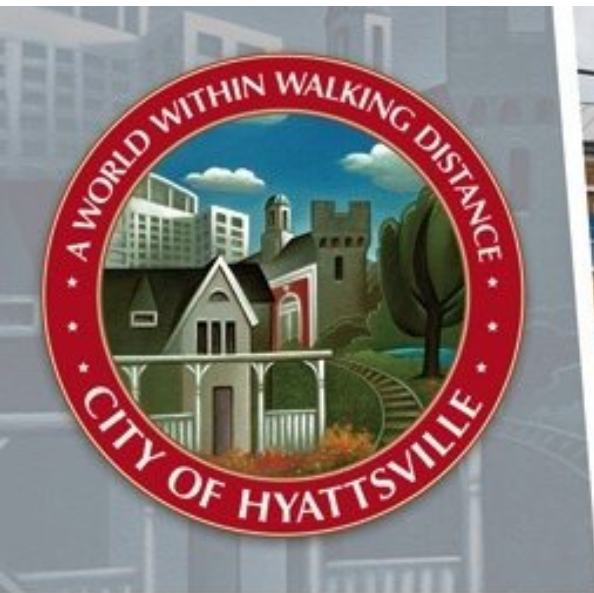
N/A

**Strategic Goals:**

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

**Legal Review Required?**

N/A



# CITY OF HYATTSVILLE

## American Rescue Plan Update

June 2025

# ARPA Budget Adjustments Summary

Exhibit A1 - Revised 5.28.2025  
SLFRF Expenditures and Obligations  
Budget Adjustments - Summary

Program/Project	EC	Revised SLFRF Budget 11.2024	Revised SLFRF Budget 5.2025	Adjustments
Revenue Replacement	6.1	\$9,669,820	\$9,889,819	\$219,999
Non-Revenue Replacement	Various	\$8,298,090	\$8,078,091	(\$219,999)
<b>Total</b>		<b>\$17,967,910</b>	<b>\$17,967,910</b>	<b>(\$0)</b>
SLFRF Funds - Grant		\$17,967,910	\$17,967,910	
SLFRF Funds - Remaining		(\$0)	\$0	





# Household Emergency Relief Program Audit

- ARPA team reviewed 542 CDC award files, totaling \$2,001,250 in awards provided.
  - After review, staff recommends removing 70 (13%) of the CDC awards, totaling \$220,000 due to insufficient documentation to prove applicant meets eligibility requirements.
  - Most were applicants who likely meet eligibility requirements but the file lacks documentation to prove key elements, such as verification of City residence as of 10/15/2022.
- The recommended solution is to adjust the FY25 Salary expense in the ARPA account.



# Non-Revenue Replacement Projects - Changes

Exhibit A3 - Revised 5.28.2025

SLFRF Spending Plan - Non-Revenue Replacement Expenditure Category (EC) - Budget Adjustments

Program/Project	EC	Revised SLFRF Budget 11.2024	Revised SLFRF Budget 5.2025	Adjustments
Household Emergency Relief Program	2.3	\$2,598,396	\$2,378,396	(\$220,000)
Small Business Emergency Relief Program	2.29	\$1,114,400	\$1,109,400	(\$5,000)
Premium Pay - Lower Paid Employees	4.1	\$216,297	\$214,174	(\$2,123)
Emergency Relief Outreach	7.1	\$102,822	\$102,672	(\$150)
Oliver Alley Stormwater Projects	5.18	\$113,150	\$113,151	\$1
Vaccine Incentive Program - City Employees	1.1	\$72,375	\$74,559	\$2,184
King Park Construction	2.22	\$675,726	\$680,815	\$5,089



# Revenue Replacement Projects - Changes

Exhibit A2 - Revised 05.28.2025

SLFRF Spending Plan - Revenue Replacement Expenditure Category (EC) - Budget Adjustments

Program/Project	EC	Revised SLFRF Budget 11.2024	Revised SLFRF Budget 5.2025	Adjustments
General Fund Salaries and Benefits	6.1	\$3,836,505	\$4,056,504	\$219,999





## Next Steps

- ❑ ARPA Staff to close all files and prepare transition memoranda, offboard by June 30, 2025.
- ❑ Finance staff to monitor ARPA expenses and submit federal reports after June 30, 2025.
- ❑ Staff to continue executing projects, with \$1,522,559 to expend by December 31, 2026.



# City of Hyattsville

Hyattsville Municipal Bldg  
4310 Gallatin Street, 3rd Flr  
Hyattsville, MD 20781  
(301) 985-5000  
[www.hyattsville.org](http://www.hyattsville.org)

## Agenda Item Report

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**File #:** HCC-370-FY25

**6/2/2025**

**10.c.**

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Submitted by: Laura Reams  
Submitting Department: Administration  
Agenda Section: Action

**Item Title:**

**Acquisition of Property from Werrlein WSSC, LLC: Lower Lot, Suffrage Point**

**Suggested Action:**

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
  - 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
- 

**Summary Background:**

In 2024, Werrlein Properties submitted a letter requesting the City to consider acquiring the lower lot property of the Suffrage Point development for a purchase price of \$10,750,000.00. Currently this land is slated for development and is located in the Traditional Residential Neighborhood (TRN) Character Area of the Gateway Arts District Sector Plan and SMA. The lot was previously zone O-S (Open Space). It was rezoned R-55 through the approval of CSP-18002.

Staff have conducted a preliminary assessment of the site, including zoning, maintenance, environmental constraints, and alignment with the Driskell Park Master Plan and City strategic priorities. Relevant city departments including planning, public works, and finance have been consulted for input on suitability and constraints. Staff held conversations with Werrlein to confirm their interest in selling, negotiate price, and outline the high-level acquisition terms.

Acquiring this property is aligned with the City's strategic goals to protect and preserve green, open space. This acquisition will also preserve land within a critical floodplain, offering long-term environmental and flood protection

benefits. Additionally, the acquisition of this property represents the only opportunity to expand Driskell Park to meet growing community needs for recreational, green, space.

The original discussions included the addition of two parcels in the purchase price.

- Parcel A1 (common pavilion area) 17,671 sf. After meeting with HOA residents, the City will not pursue ownership of this parcel.
- Parcel A2 (The tip): 11,061 sf. HOA members were generally amenable to the City purchasing the tip, however, the City is not considering that parcel at this time.

**Next Steps:**

Council discussion and authorization for the City Administrator to enter into the sales agreement.

**Fiscal Impact:**

NTE \$6.5 million. The City has been awarded \$3.5M from the State to support the acquisition of the property.

**City Administrator Comments:**

The City will ensure conditions are met and legal review prior to moving forward.

**Community Engagement:**

A community meeting with Suffrage Point HOA was held on May 20 to discuss Parcel A1. The community will be given opportunities to provide input and feedback on the future plans for the property.

**Strategic Goals:**

Goal 3 - Promote a Safe and Vibrant Community

**Legal Review Required?**

Pending





# City of Hyattsville

Hyattsville Municipal Bldg  
4310 Gallatin Street, 3rd Flr  
Hyattsville, MD 20781  
(301) 985-5000  
[www.hyattsville.org](http://www.hyattsville.org)

## Agenda Item Report

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**File #:** HCC-358-FY25

6/2/2025

10.d.

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Submitted by: Ron Brooks  
Submitting Department: Finance  
Agenda Section: Action

**Item Title:**

**Hyattsville Ordinance 2025-03: Fiscal Year 2026 Budget (Second Reading and Adoption)**

**Suggested Action:**

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).

**Summary Background:**

The FY26 budget process began internally in December 2024 with initial staff meetings to determine budgetary requirements for FY26. The public process began in April 2025 with a presentation to the Mayor and Council on April 2 of the City's Administrator's Proposed FY26 budget and a Council Budget Work Session on April 5.

The Real Property Tax Rate of \$0.63 per \$100 of assessed value will remain in effect for FY26.

During the budget review process the following amendments were authorized to the draft budget.

**BUDGET ADDITIONS:**

\$15,000: Hyattsville Life & Times (HLT) Patronage Grant, Council Budget  
\$18,000: Stipend Program, Council Budget  
\$5,000: Purchase ADA Compliance Software, Communications Budget  
\$35,000: Increase in Mental Health Program, Community Services Budget  
\$35,000: Fund Volunteer Services Position-in-house resources or P/T, Community Services Budget  
\$355,754: COLA, Treasurer's Office to distribute  
\$810,361: Add back previous funded positions, and other operational costs, DPW Budget  
Total Budget Additions: \$1,274,115

**Next Steps:**

Upon adoption, a fair summary of the budget ordinance will be published in the PG Post. A residents guide to the budget will be mailed to all households in the City this summer.

**Fiscal Impact:**

See budget ordinance.

**City Administrator Comments:**

See summary background above.

**Community Engagement:**

Per the City Charter, a fair summary of the budget ordinance will be published twice in a newspaper of general circulation. The budget and corresponding documents will be posted on the City's website and a budget guide will be included in a summer issue of the Hyattsville Reporter. Additionally, a public hearing on the budget was held on May 5, 2025.

**Strategic Goals:**

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

**Legal Review Required?**

N/A

**CITY OF HYATTSVILLE  
SPECIAL OBLIGATION REFUNDING BONDS  
UNIVERSITY TOWN CENTER PROJECT  
SERIES 2016**

**Fiscal Year 2025-2026  
Special Tax Report**



**MAY 12, 2025**

**PREPARED BY:**

**MUNICAP, INC.**  
— PUBLIC FINANCE —

**CITY OF HYATTSVILLE**  
**SPECIAL OBLIGATION REFUNDING BONDS**  
**UTC PROJECT SERIES 2016**

**Fiscal Year 2025-2026**  
**Special Tax Report**

**INTRODUCTION**

The City of Hyattsville issued \$18,000,000 of special obligation bonds in August 2004 related to the University Town Center Development District. These bonds are to be repaid from special taxes collected on the taxable property in the University Town Center Special Taxing District, which was created pursuant to Resolution No. 2004-02 adopted by the City Council on February 17, 2004. Series 2004 Bonds were defeased and redeemed on December 20, 2016 with the \$16,940,000 City of Hyattsville Series 2016 Special Obligation Refunding Bonds.

A special tax is to be collected each fiscal year in the University Town Center Special Taxing District pursuant to Resolution No. 2004-03, and an Executive Order, dated August 9, 2004, executed by the Mayor. This report has been prepared to explain the methodology used to calculate the special tax rates at which property will be taxed in the University Town Center Special Taxing District for fiscal year 2025-2026.

**SPECIAL TAX REQUIREMENT**

Special taxes are to be collected in a proportional amount equal to each parcel's equivalent use factors such that the total special taxes collected are equal to the special tax requirement. The special tax requirement is generally equal to (i.) annual debt service, (ii.) administrative expenses, less (iii) interest income on the reserve fund (*upon closure of the improvement fund*) held by the trustee.

Table A provides a summary of the special tax requirement for fiscal year 2025-2026. Special taxes equal to \$1,342,000 will have to be collected for fiscal year 2025-2026. Each of these numbers is explained in the following sections.

**Debt Service**

Debt service includes interest on the bonds payable on January 1, 2026 and July 1, 2026. Each semi-annual interest payment is equal to \$293,500 on the terms bonds shown below.

Term 2027 Bonds of \$1,670,000 at 5.00%	\$41,750
Term 2027 Bonds of \$4,245,000 at 5.00%	\$106,125
Term 2034 Bonds of \$5,825,000 at 5.05%	\$145,625
Total:	<u><u>\$293,500</u></u>

A principal payment of \$800,000 is due on July 1, 2026. As a result, total debt service for fiscal year 2025-2026 is \$1,387,000.

**Table A**  
**Special Tax Requirement**  
**Fiscal Year 2025-2026**

<b>Debt service:</b>	<b>Amount</b>
Interest on January 1, 2026	\$293,500
Interest on July 1, 2026	\$293,500
Principal on July 1, 2026	\$800,000
<b><i>Sub-total debt service</i></b>	<b><i>\$1,387,000</i></b>
Administrative expenses	\$35,255
Contingency	\$14,999
<b><i>Total expenses</i></b>	<b><i>\$1,437,254</i></b>
Reserve fund investment income	(\$55,055)
Surplus from prior year	(\$40,199)
<b><i>Funds available to be applied for FY25-26</i></b>	<b><i>(\$95,254)</i></b>
<b><i>Special Tax Requirement</i></b>	<b><i>\$1,342,000</i></b>

### Administrative Expenses

Administrative expenses include the trustee, the administrator, and the expenses of the city related to the district. The annual charges of the trustee are estimated to be \$8,424. The fees and expenses of the administrator are estimated to be \$15,114. The expenses of the city are estimated to be \$11,717. Accordingly, the total administrative expenses are estimated at \$35,255.

### Contingency

A contingency, equal to approximately one percent of annual debt service plus an additional amount to round the special tax requirement to the nearest thousand has been added in case there are unanticipated expenses or tax payment delinquencies.

### Reserve Fund Income

As of April 30, 2025, the balance in the reserve fund was \$1,840,941, which consists of the reserve requirement of \$1,694,000 and investment income posted to the account in the amount of \$146,941. The investment income previously posted to the Reserve Fund will be made available to pay debt service on the Series 2016 Refunding Bonds on July 1, 2025. The reserve fund proceeds are held in First America Treasury Obligation money market fund earning approximately 3.25 percent per annum. At this rate of return, \$9,176 in interest income is estimated to be earned by the next debt service payment on July 1, 2025. An additional \$55,055 in annual investment income will be earned and made available to pay

debt service and administrative expenses on the Series 2016 Refunding Bonds for fiscal year 2025-2026.

### Surplus from Prior Year

Table B below outlines the surplus from the prior year that may be applied to pay debt service and administrative expenses for fiscal year 2025-2026. Special taxes in the amount of \$1,302,000 were billed for collection in fiscal year 2024-2025. As of April 30, 2025, Prince George's County has reported collecting special taxes in the amount of \$1,300,247 (*includes interest and penalties on delinquencies*) for fiscal year 2024-2025. This amount represents 99.8 percent of the total special taxes billed for collection during fiscal year 2024-2025. As of April 30, 2025, all special taxes collected for fiscal year 2024-2025 have been transferred to the trustee.

As of April 30, 2025, the balance in the special tax fund and debt service fund were \$1,140,786 and \$736, respectively. As mentioned above, an additional \$146,941 in interest income is also available in the reserve fund. An additional \$9,176 in interest income is estimated to be earned by the next debt service payment on July 1, 2025. As a result, \$156,117 (\$146,941 + \$9,176 = \$156,117) in interest income is estimated to be earned by the next debt service payment on July 1, 2025. A portion of these funds will be used to pay debt service due on July 1, 2025, which consists of an interest payment and principal payment of \$311,875 and \$735,000, respectively, as shown on Table B below.

**Table B**  
**Surplus from Prior Year**

	Series 2016
<b>Available Funds:</b>	
Special tax fund balance 4-30-2025	\$1,140,786
Debt service fund	\$736
Estimated reserve fund interest	\$156,117
<i>Total funds available</i>	<i>\$1,297,638</i>
Interest payment on July 1, 2025	( <i>\$311,875</i> )
Principal payment	( <i>\$735,000</i> )
Administrative expenses	( <i>\$34,564</i> )
<i>Subtotal expenses</i>	<i>(<i>\$1,081,439</i>)</i>
<i>Contingency for future principal payment</i>	<i>(<i>\$176,000</i>)</i>
<b>Surplus from prior year</b>	<b>\$40,199</b>

Administrative expenses for fiscal year 2024-2025 were estimated to be \$34,564 and were to be funded with special taxes collected in fiscal year 2024-2025. Administrative Expenses Fund remains to be funded with special assessments collected in fiscal year 2024-2025. Accordingly, special assessments in the aggregate amount of \$34,564 will be transferred to the Administrative Expenses Fund. A contingency in the amount of \$176,000 will be retained to make future principal payment. Accordingly, an estimated aggregate



surplus of \$40,199 will be available to pay debt service and administrative expenses for fiscal year 2025-2026.

## Special Tax Collected

The special tax to be collected for the year shall be equal to the special tax requirement. The special tax for each parcel shall be equal to the Equivalent Use Factors of the parcel, divided by the Equivalent Use Factors of all Taxable Property in the District, and the result multiplied by the Special Tax Requirement as shown by the formula below:

$$A = (B \div C) \times D$$

Where the terms have the following meaning:

A = The Special Tax for a Parcel

B = The Equivalent Use Factors of the Parcel

C = The Equivalent Use Factors of all Taxable Property in the District

D = The Special Tax Requirement

Equivalent Use Factors means for any parcel, the number of dwelling units, parking spaces, and building square footage of a parcel by the Land Use Class multiplied by the factor for each Land Use Class as shown in Table C below:

**Table C**  
**Land Use Class and Equivalent Use Factors**

Land Use Class	Equivalent Use Factors
Office Property	0.70 per 1,000 square feet
Parking Property	0.02 per parking space
Residential Property	1.00 per dwelling unit
Retail Property	1.02 per 1,000 square feet

The equivalent use factors for each taxable parcel classified under office or retail land use classes within the district were computed using building square footages obtained from the State Department of Assessments and Taxation. Schedules from the State Department of Assessments and Taxation showing the building square footage for each parcel, which were used in computing the equivalent use factors for each taxable parcel classified under office or retail land use class within the district, are attached to Appendix B. Schedules for individual condominium units of residential property can be obtained at <https://sdat.dat.maryland.gov/RealProperty/Pages/default.aspx>. The respective land use class and the aggregate building square footage for office and retail property, the aggregate number of dwelling units for residential parcels and the total number of parking spaces for parking property and the corresponding equivalent use factors for each land use class are shown in Table D below.

**Table D**  
**Special Tax District Parcels**

Land Use Class	Number of Parcels	Building SF/ Dwelling Units / Parking Spaces/	Equivalent Use Factor	Equivalent Use Factors
Office	5	1,044,091	0.70	730.86
Retail	5	213,881	1.02	218.16
Residential	137	1,032	1.00	1,032.00
Parking	3	1,668	0.02	33.36
<b>Total</b>	<b>150</b>			<b>2,014.38</b>

Special taxes are to be collected in a proportional amount equal to each parcel's equivalent use factors such that the total special tax to be collected is equal to the special tax requirement. For fiscal year 2025-2026, the special tax requirement is equal to \$1,342,000. The equivalent use factors for all parcels within the district are equal to 2,014.38. As a result, the special tax to be collected per each equivalent use factor is equal to \$666.21 ( $\$1,342,000 \div 2,014.38 = \$666.21$ ). Table E below shows the aggregate breakdown of special taxes to be collected in the district on the basis of land use class.

**Table E**  
**Special Taxes to be Collected**  
**Fiscal Year 2025-2026**

Land Use Class	Equivalent Use Factors	Special Tax Per EUF	Special Tax
Office	731	\$666.21	\$486,908.11
Retail	218	\$666.21	\$145,339.28
Residential	1,032	\$666.21	\$687,527.88
Parking	33	\$666.21	\$22,224.74
<b>Total</b>	<b>2,014</b>		<b>\$1,342,000.00</b>

## SPECIAL TAX RATES

Special taxes are to be collected in a proportional amount equal to each parcel's equivalent use factors such that the total special tax collected is equal to the special tax requirement. The total expenses of the district for fiscal year 2025-2026 are estimated to be equal to \$1,437,254. Surplus revenues from prior year and projected interest income available to pay expenses are estimated to be \$95,254. Accordingly, the special tax requirement is equal to \$1,342,000 ( $\$1,437,254 - \$95,254 = \$1,342,000$ ).

The special taxes to be collected on each parcel for fiscal year 2025-2026 are shown in Appendix A. Appendix B includes schedules from the State Department of Assessments and Taxation showing the building square footage for each parcel, which were used in computing the equivalent use factors for each taxable parcel classified as office and retail land use class within the district.

## APPENDIX A

### CITY OF HYATTSVILLE UNIVERSITY TOWN CENTER SPECIAL TAX DISTRICT PRINCE GEORGES COUNTY, MARYLAND

#### SPECIAL TAX ROLL 2025

Parcel Account #	Parcel	Building	Special Tax FY2025-2026
356694-0	I	Metro I	\$146,096.08
372073-7	R	The Highline	\$226,244.64
372074-5	S	Retail/Parking	\$60,493.66
337808-0	G	Metro IV	\$87,681.99
366669-0	L	Metro III	\$227,811.16
383475-1	T	GHS/Garage	\$169,576.89
383474-4	U	Garage/Retail	\$24,085.25
366671-6	M	Retail	\$8,251.57
366672-4	N	Condo/Garage/Retail	\$215,593.98
372072-9	Q	Retail	\$7,167.04
573091-0	P	Office	\$25,318.88
573092-1	P	Retail	\$54,406.84
393532-7	201	1 Independence Plaza	\$666.21
393533-5	202	1 Independence Plaza	\$666.21
393534-3	203	1 Independence Plaza	\$666.21
393535-0	204	1 Independence Plaza	\$666.21
393536-8	205	1 Independence Plaza	\$666.21
393537-6	206	1 Independence Plaza	\$666.21
393538-4	207	1 Independence Plaza	\$666.21
393539-2	208	1 Independence Plaza	\$666.21
393540-0	209	1 Independence Plaza	\$666.21
393541-8	210	1 Independence Plaza	\$666.21
393542-6	211	1 Independence Plaza	\$666.21
393543-4	212	1 Independence Plaza	\$666.21
393544-2	213	1 Independence Plaza	\$666.21
393545-9	214	1 Independence Plaza	\$666.21
393546-7	215	1 Independence Plaza	\$666.21
393547-5	216	1 Independence Plaza	\$666.21
393548-3	301	1 Independence Plaza	\$666.21
393549-1	302	1 Independence Plaza	\$666.21

<b>Parcel Account #</b>	<b>Parcel</b>	<b>Building</b>	<b>Special Tax FY2025-2026</b>
393550-9	303	1 Independence Plaza	\$666.21
393551-7	304	1 Independence Plaza	\$666.21
393552-5	305	1 Independence Plaza	\$666.21
393553-3	306	1 Independence Plaza	\$666.21
393554-1	307	1 Independence Plaza	\$666.21
393555-8	308	1 Independence Plaza	\$666.21
393556-6	309	1 Independence Plaza	\$666.21
393557-4	310	1 Independence Plaza	\$666.21
393558-2	311	1 Independence Plaza	\$666.21
393559-0	312	1 Independence Plaza	\$666.21
393560-8	313	1 Independence Plaza	\$666.21
393561-6	314	1 Independence Plaza	\$666.21
393562-4	315	1 Independence Plaza	\$666.21
393563-2	316	1 Independence Plaza	\$666.21
393564-0	401	1 Independence Plaza	\$666.21
393565-7	402	1 Independence Plaza	\$666.21
393566-5	403	1 Independence Plaza	\$666.21
393567-3	404	1 Independence Plaza	\$666.21
393568-1	405	1 Independence Plaza	\$666.21
393569-9	406	1 Independence Plaza	\$666.21
393570-7	407	1 Independence Plaza	\$666.21
393571-5	408	1 Independence Plaza	\$666.21
393572-3	409	1 Independence Plaza	\$666.21
393573-1	410	1 Independence Plaza	\$666.21
393574-9	411	1 Independence Plaza	\$666.21
393575-6	412	1 Independence Plaza	\$666.21
393576-4	413	1 Independence Plaza	\$666.21
393577-2	414	1 Independence Plaza	\$666.21
393578-0	415	1 Independence Plaza	\$666.21
393579-8	416	1 Independence Plaza	\$666.21
393580-6	501	1 Independence Plaza	\$666.21
393581-4	502	1 Independence Plaza	\$666.21
393582-2	503	1 Independence Plaza	\$666.21
393583-0	504	1 Independence Plaza	\$666.21
393584-8	505	1 Independence Plaza	\$666.21
393585-5	506	1 Independence Plaza	\$666.21
393586-3	507	1 Independence Plaza	\$666.21
393587-1	508	1 Independence Plaza	\$666.21
393588-9	509	1 Independence Plaza	\$666.21
393589-7	510	1 Independence Plaza	\$666.21
393590-5	511	1 Independence Plaza	\$666.21
393591-3	512	1 Independence Plaza	\$666.21

<b>Parcel Account #</b>	<b>Parcel</b>	<b>Building</b>	<b>Special Tax FY2025-2026</b>
393592-1	513	1 Independence Plaza	\$666.21
393593-9	514	1 Independence Plaza	\$666.21
393594-7	515	1 Independence Plaza	\$666.21
393595-4	516	1 Independence Plaza	\$666.21
393596-2	601	1 Independence Plaza	\$666.21
393597-0	602	1 Independence Plaza	\$666.21
393598-8	603	1 Independence Plaza	\$666.21
393599-6	604	1 Independence Plaza	\$666.21
393600-2	605	1 Independence Plaza	\$666.21
393601-0	606	1 Independence Plaza	\$666.21
393602-8	607	1 Independence Plaza	\$666.21
393603-6	608	1 Independence Plaza	\$666.21
393604-4	609	1 Independence Plaza	\$666.21
393605-1	610	1 Independence Plaza	\$666.21
393606-9	611	1 Independence Plaza	\$666.21
393607-7	612	1 Independence Plaza	\$666.21
393608-5	613	1 Independence Plaza	\$666.21
393609-3	614	1 Independence Plaza	\$666.21
393610-1	615	1 Independence Plaza	\$666.21
393611-9	616	1 Independence Plaza	\$666.21
393612-7	701	1 Independence Plaza	\$666.21
393613-5	702	1 Independence Plaza	\$666.21
393614-3	703	1 Independence Plaza	\$666.21
393615-0	704	1 Independence Plaza	\$666.21
393616-8	705	1 Independence Plaza	\$666.21
393617-6	706	1 Independence Plaza	\$666.21
393618-4	707	1 Independence Plaza	\$666.21
393619-2	708	1 Independence Plaza	\$666.21
393620-0	709	1 Independence Plaza	\$666.21
393621-8	710	1 Independence Plaza	\$666.21
393622-6	711	1 Independence Plaza	\$666.21
393623-4	712	1 Independence Plaza	\$666.21
393624-2	713	1 Independence Plaza	\$666.21
393625-9	714	1 Independence Plaza	\$666.21
393626-7	715	1 Independence Plaza	\$666.21
393627-5	716	1 Independence Plaza	\$666.21
393628-3	801	1 Independence Plaza	\$666.21
393629-1	802	1 Independence Plaza	\$666.21
393630-9	803	1 Independence Plaza	\$666.21
393631-7	804	1 Independence Plaza	\$666.21
393632-5	805	1 Independence Plaza	\$666.21
393633-3	806	1 Independence Plaza	\$666.21

<b>Parcel Account #</b>	<b>Parcel</b>	<b>Building</b>	<b>Special Tax FY2025-2026</b>
393634-1	807	1 Independence Plaza	\$666.21
393635-8	808	1 Independence Plaza	\$666.21
393636-6	809	1 Independence Plaza	\$666.21
393637-4	810	1 Independence Plaza	\$666.21
393638-2	811	1 Independence Plaza	\$666.21
393639-0	812	1 Independence Plaza	\$666.21
393640-8	813	1 Independence Plaza	\$666.21
393641-6	814	1 Independence Plaza	\$666.21
393642-4	815	1 Independence Plaza	\$666.21
393643-2	816	1 Independence Plaza	\$666.21
402119-2	200	Plaza Lofts 22	\$666.21
402120-0	201	Plaza Lofts 22	\$666.21
402121-8	202	Plaza Lofts 22	\$666.21
402122-6	203	Plaza Lofts 22	\$666.21
402123-4	204	Plaza Lofts 22	\$666.21
402124-2	205	Plaza Lofts 22	\$666.21
402125-9	206	Plaza Lofts 22	\$666.21
402126-7	207	Plaza Lofts 22	\$666.21
402127-5	208	Plaza Lofts 22	\$666.21
402128-3	209	Plaza Lofts 22	\$666.21
402129-1	210	Plaza Lofts 22	\$666.21
402130-9	400	Plaza Lofts 22	\$666.21
402131-7	401	Plaza Lofts 22	\$666.21
402132-5	402	Plaza Lofts 22	\$666.21
402133-3	403	Plaza Lofts 22	\$666.21
402134-1	404	Plaza Lofts 22	\$666.21
402135-8	405	Plaza Lofts 22	\$666.21
402136-6	406	Plaza Lofts 22	\$666.21
402137-4	407	Plaza Lofts 22	\$666.21
402138-2	408	Plaza Lofts 22	\$666.21
402139-0	409	Plaza Lofts 22	\$666.21
402140-8	410	Plaza Lofts 22	\$666.21
			<b>\$1,342,000.00</b>



**APPENDIX B**

**CITY OF HYATTSVILLE  
UNIVERSITY TOWN CENTER SPECIAL TAXING DISTRICT  
STATE DEPARTMENT OF ASSESSMENTS AND TAXATION  
SDAT SCHEDULES**

Real Property Data Search ( )  
Search Result for PRINCE GEORGE'S COUNTY

[View Map](#)

[No Ground Rent Redemption on File](#)

[No Ground Rent Registration on File](#)

Special Tax Recapture: None

Account Number: District - 17 Account Identifier - 3566940

### Owner Information

Owner Name: NEW TOWN METRO I LLC Use: COMMERCIAL  
Principal Residence: NO  
Mailing Address: THE BERSTEIN COMPANIES Deed Reference: /34387/ 00304  
3299 K ST NW STE 700  
WASHINGTON DC 20007-

### Location & Structure Information

Premises Address: 6505 BELCREST RD Legal Description: PARCEL 1  
HYATTSVILLE 20782-0000  
Map: Grid: Parcel: Neighborhood: Subdivision: Section: Block: Lot: Assessment Year: Plat No: 198052  
0042 00A2 0000 10017.17 7016 2025 Plat Ref:  
Town: HYATTSVILLE

Primary Structure Built: 1964 Above Grade Living Area: 313,278 SF Finished Basement Area: Property Land Area: 1.7000 AC County Use: 005

Stories: Basement: Type: OFFICE BUILDING Exterior: / Quality: C3 Full/Half Bath: Garage: Last Notice of Major Improvements:

### Value Information

	Base Value	Value As of 01/01/2025	Phase-In Assessments As of 07/01/2024	As of 07/01/2025
Land:	1,401,900	1,401,900		
Improvements:	17,436,000	20,168,900		
Total:	18,837,900	21,570,800	18,837,900	19,748,867
Preferential Land:	0	0		

### Transfer Information

Seller:	Date: 02/08/2013	Price: \$16,000,000
Type: NON-ARMS LENGTH OTHER	Deed1: /34387/ 00304	Deed2:
Seller:	Date:	Price: \$0
Type: NON-ARMS LENGTH OTHER	Deed1: /11044/ 00033	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:

### Exemption Information

Partial Exempt Assessments:	Class	07/01/2024	07/01/2025
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: No Application

### Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application Date:

Give Feedback

Real Property Data Search ( )  
Search Result for PRINCE GEORGE'S COUNTY

[View Map](#)

No Ground Rent Redemption on File

No Ground Rent Registration on File

Special Tax Recapture: None

Account Number:

District - 17 Account Identifier - 3720729

### Owner Information

Owner Name:

BE UTC RETAIL LLC

Use:

COMMERCIAL

Principal Residence:

NO

Mailing Address:

STE 220 BERMAN ENTPR  
5410 EDSON LN  
ROCKVILLE MD 20852-

Deed Reference:

/48336/ 00121

### Location & Structure Information

Premises Address:

6451 AMERICA BLVD  
HYATTSVILLE 20782-0000

Legal Description:

PARCEL Q

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:	209054
0042	00A2	0000	10017.17	7016				2025	Plat Ref:	

Town: HYATTSVILLE

Primary Structure Built  
2007

Above Grade Living Area  
10,547 SF

Finished Basement Area

Property Land Area  
23,522 SF

County Use  
005

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
		RETAIL STORE	/	C4			

### Value Information

	Base Value	Value As of 01/01/2025	Phase-In Assessments As of 07/01/2024	As of 07/01/2025
Land:	352,800	352,800		
Improvements	1,711,800	1,645,400		
Total:	2,064,600	1,998,200	2,064,600	1,998,200
Preferential Land:	0	0		

### Transfer Information

Seller: BE UTC GSA THEATRE LLC  
Type: NON-ARMS LENGTH OTHER

Date: 11/30/2022  
Deed1: /48336/ 00121

Price: \$0  
Deed2:

Seller: HYATTSVILLE PROP HLDNGS LLC  
Type: NON-ARMS LENGTH OTHER

Date: 06/13/2014  
Deed1: /36078/ 00001

Price: \$25,100,000  
Deed2:

Seller: UTC RETAIL VI LLC  
Type: NON-ARMS LENGTH OTHER

Date: 11/18/2011  
Deed1: /33119/ 00001

Price: \$25,100,000  
Deed2:

### Exemption Information

Partial Exempt Assessments:	Class	07/01/2024	07/01/2025
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: No Application

### Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application

Date:

Give Feedback

Real Property Data Search ( )  
Search Result for PRINCE GEORGE'S COUNTY

[View Map](#)

No Ground Rent Redemption on File

No Ground Rent Registration on File

Special Tax Recapture: None

Account Number: District - 17 Account Identifier - 3720737

### Owner Information

<b>Owner Name:</b>	3700 EAST WEST LLC	<b>Use:</b>	COMMERCIAL
<b>Mailing Address:</b>	BERNSTEIN CO STE 700 3299 K ST NW WASHINGTON DC 20007-	<b>Principal Residence:</b>	NO
		<b>Deed Reference:</b>	/40112/ 00349

### Location & Structure Information

<b>Premises Address:</b>	6445 AMERICA BLVD HYATTSVILLE 20782-0000	<b>Legal Description:</b>	PARCEL R
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<b>Map:</b>	<b>Grid:</b>	<b>Parcel:</b>	<b>Neighborhood:</b>	<b>Subdivision:</b>	<b>Section:</b>	<b>Block:</b>	<b>Lot:</b>	<b>Assessment Year:</b>	<b>Plat No:</b>	209054
0042	00A2	0000	10017.17	7016				2025	<b>Plat Ref:</b>	

Town: HYATTSVILLE

<b>Primary Structure Built</b>	<b>Above Grade Living Area</b>	<b>Finished Basement Area</b>	<b>Property Land Area</b>	<b>County Use</b>
1968	429924		2.8700 AC	005

<b>Stories</b>	<b>Basement</b>	<b>Type</b>	<b>Exterior</b>	<b>Quality</b>	<b>Full/Half Bath</b>	<b>Garage</b>	<b>Last Notice of Major Improvements</b>
		APARTMENT	/	C3			2019

### Value Information

	Base Value	Value	Phase-In Assessments	
		As of	As of	As of
		01/01/2025	07/01/2024	07/01/2025
<b>Land:</b>	1,875,200	1,875,200		
<b>Improvements</b>	54,709,500	60,218,100		
<b>Total:</b>	56,584,700	62,093,300	56,584,700	58,420,800
<b>Preferential Land:</b>	0	0		

### Transfer Information

<b>Seller:</b> PRINCE GEORGE CNTR II LLC RE	<b>Date:</b> 10/13/2017	<b>Price:</b> \$5,000,000
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /40112/ 00349	<b>Deed2:</b>
<b>Seller:</b> PRINCE GEORGE CNTR II LP	<b>Date:</b> 12/02/2005	<b>Price:</b> \$0
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /23584/ 00680	<b>Deed2:</b>
<b>Seller:</b> PRINCE GEORGE CNTR INC	<b>Date:</b>	<b>Price:</b> \$0
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /08751/ 00443	<b>Deed2:</b>

### Exemption Information

<b>Partial Exempt Assessments:</b>	<b>Class</b>	07/01/2024	07/01/2025
<b>County:</b>	000	0.00	
<b>State:</b>	000	0.00	
<b>Municipal:</b>	000	0.00 0.00	0.00 0.00

Special Tax Recapture: None

### Homestead Application Information

Homestead Application Status: No Application

### Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application Date:

Give Feedback

Real Property Data Search ( )  
Search Result for PRINCE GEORGE'S COUNTY

<a href="#">View Map</a>	<a href="#">No Ground Rent Redemption on File</a>	<a href="#">No Ground Rent Registration on File</a>
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Special Tax Recapture: None

**Account Number:** District - 17 Account Identifier - 3720745

**Owner Information**

<b>Owner Name:</b>	ECHO UTC LLC	Use:	COMMERCIAL
<b>Mailing Address:</b>	560 EPSILON DR PITTSBURGH PA 15238-0000	Principal Residence:	NO
		Deed Reference:	/35579/ 00001

**Location & Structure Information**

**Premises Address:** 6401 AMERICA BLVD  
HYATTSVILLE 20782-0000

**Legal Description:** PARCEL S

<b>Map:</b>	<b>Grid:</b>	<b>Parcel:</b>	<b>Neighborhood:</b>	<b>Subdivision:</b>	<b>Section:</b>	<b>Block:</b>	<b>Lot:</b>	<b>Assessment Year:</b>	<b>Plat No:</b>	<b>209054</b>
0042	00A2	0000	10017.17	7016				2025	<b>Plat Ref:</b>	

**Town:** HYATTSVILLE

<b>Primary Structure Built</b>	<b>Above Grade Living Area</b>	<b>Finished Basement Area</b>	<b>Property Land Area</b>	<b>County Use</b>
2016	189,058 SF		3.4900 AC	005

<b>Stories</b>	<b>Basement</b>	<b>Type</b>	<b>Exterior</b>	<b>Quality</b>	<b>Full/Half Bath</b>	<b>Garage</b>	<b>Last Notice of Major Improvements</b>
		MARKET	/	C3			2016

**Value Information**

	Base Value	Value As of 01/01/2025	Phase-In Assessments As of 07/01/2024	As of 07/01/2025
<b>Land:</b>	2,280,300	2,280,300		
<b>Improvements</b>	25,249,200	27,183,800		
<b>Total:</b>	27,529,500	29,464,100	27,529,500	28,174,367
<b>Preferential Land:</b>	0	0		

**Transfer Information**

<b>Seller:</b> PRINCE GEORGES CNTR	<b>Date:</b> 01/29/2014	<b>Price:</b> \$2,500,000
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /35579/ 00001	<b>Deed2:</b>

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<b>Seller:</b>	<b>Date:</b>	<b>Price:</b> \$0
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /08751/ 00443	<b>Deed2:</b>

---

<b>Seller:</b>	<b>Date:</b>	<b>Price:</b>
<b>Type:</b>	<b>Deed1:</b>	<b>Deed2:</b>

**Exemption Information**

<b>Partial Exempt Assessments:</b>	<b>Class</b>	<b>07/01/2024</b>	<b>07/01/2025</b>
<b>County:</b>	000	0.00	
<b>State:</b>	000	0.00	
<b>Municipal:</b>	000	0.00 0.00	0.00 0.00

Special Tax Recapture: None

**Homestead Application Information**

**Homestead Application Status:** No Application

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**Homeowners' Tax Credit Application Information**

**Homeowners' Tax Credit Application Status:** No Application

**Date:**

Give Feedback

Real Property Data Search ( )  
Search Result for PRINCE GEORGE'S COUNTY

<a href="#">View Map</a>	<a href="#">No Ground Rent Redemption on File</a>	<a href="#">No Ground Rent Registration on File</a>
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**Special Tax Recapture:** None

**Account Number:** District - 17 Account Identifier - 3378080

**Owner Information**

<b>Owner Name:</b>	NGP VII HYATTSVILLE MD LLC	<b>Use:</b>	COMMERCIAL
<b>Mailing Address:</b>	SUITE 1500 1650 TYSONS BLVD MCLEAN VA 22102-	<b>Principal Residence:</b>	NO
		<b>Deed Reference:</b>	/47827/ 00184

**Location & Structure Information**

<b>Premises Address:</b>	3311 TOLEDO RD HYATTSVILLE 20782-0000	<b>Legal Description:</b>	PARCEL G
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<b>Map:</b>	<b>Grid:</b>	<b>Parcel:</b>	<b>Neighborhood:</b>	<b>Subdivision:</b>	<b>Section:</b>	<b>Block:</b>	<b>Lot:</b>	<b>Assessment Year:</b>	<b>Plat No:</b>	<b>192019</b>
0042	00A2	0000	10017.17	7016				2025	<b>Plat Ref:</b>	

**Town:** HYATTSVILLE

<b>Primary Structure Built</b>	<b>Above Grade Living Area</b>	<b>Finished Basement Area</b>	<b>Property Land Area</b>	<b>County Use</b>
2003	188,019 SF		1.0100 AC	005

<b>Stories</b>	<b>Basement</b>	<b>Type</b>	<b>Exterior</b>	<b>Quality</b>	<b>Full/Half Bath</b>	<b>Garage</b>	<b>Last Notice of Major Improvements</b>
		OFFICE BUILDING	/	C5			2002

**Value Information**

	Base Value	Value	Phase-In Assessments	As of
		As of	As of	07/01/2025
		01/01/2025	07/01/2024	
<b>Land:</b>	659,800	659,800		
<b>Improvements</b>	20,579,300	40,884,900		
<b>Total:</b>	21,239,200	41,544,800	21,239,200	28,007,733
<b>Preferential Land:</b>	0	0		

**Transfer Information**

<b>Seller:</b> GIP HYATTSVILLE LLC	<b>Date:</b> 06/17/2022	<b>Price:</b> \$45,000,000
<b>Type:</b> ARMS LENGTH IMPROVED	<b>Deed1:</b> /47827/ 00184	<b>Deed2:</b>
<b>Seller:</b> HYATTSVILLE OFFICE 2015 LLC	<b>Date:</b> 02/13/2019	<b>Price:</b> \$16,050,000
<b>Type:</b> ARMS LENGTH IMPROVED	<b>Deed1:</b> /41805/ 00288	<b>Deed2:</b>
<b>Seller:</b> JPMCC 2003 C1 TOLEDO OFFICE LLC	<b>Date:</b> 12/17/2015	<b>Price:</b> \$7,378,250
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /37687/ 00290	<b>Deed2:</b>

**Exemption Information**

<b>Partial Exempt Assessments:</b>	<b>Class</b>	<b>07/01/2024</b>	<b>07/01/2025</b>
<b>County:</b>	000	0.00	
<b>State:</b>	000	0.00	
<b>Municipal:</b>	000	0.00 0.00	0.00 0.00

**Special Tax Recapture:** None

**Homestead Application Information**

**Homestead Application Status:** No Application

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**Homeowners' Tax Credit Application Information**

**Homeowners' Tax Credit Application Status:** No Application **Date:**

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Search Result for PRINCE GEORGE'S COUNTY

<a href="#">View Map</a>	<a href="#">No Ground Rent Redemption on File</a>	<a href="#">No Ground Rent Registration on File</a>
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Special Tax Recapture: None

Account Number: District - 17 Account Identifier - 3666690

**Owner Information**

Owner Name:	6525 BELCREST ROAD LLC	Use:	COMMERCIAL
		Principal Residence:	NO
Mailing Address:	STE 320 33 WEST 19TH ST NEW YORK NY 10011-	Deed Reference:	/37718/ 00018

**Location & Structure Information**

Premises Address:	6525 BELCREST RD HYATTSVILLE 20782-0000	Legal Description:	PARCEL L
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Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:	205042
0042	00A2	0000	10017.17	7016				2025	Plat Ref:	

Town: HYATTSVILLE

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
1872	488,502 SF		2.7800 AC	005

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
		OFFICE BUILDING	/	C3			

**Value Information**

	Base Value	Value	Phase-In Assessments	
		As of	As of	As of
		01/01/2025	07/01/2024	07/01/2025
Land:	2,219,000	2,219,000		
Improvements	4,781,000	7,321,400		
Total:	7,000,000	9,540,400	7,000,000	7,846,800
Preferential Land:	0	0		

**Transfer Information**

Seller: FUCMS 1999 C1 BELCREST RD LLC	Date: 12/28/2015	Price: \$6,510,001
Type: NON-ARMS LENGTH OTHER	Deed1: /37718/ 00018	Deed2:
Seller: PG METRO CENTER III INC	Date: 08/23/2013	Price: \$9,825,000
Type: NON-ARMS LENGTH OTHER	Deed1: /35120/ 00123	Deed2:
Seller:	Date:	Price: \$0
Type: NON-ARMS LENGTH OTHER	Deed1: /12085/ 00627	Deed2:

**Exemption Information**

Partial Exempt Assessments:	Class	07/01/2024	07/01/2025
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: No Application

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**Homeowners' Tax Credit Application Information**

Homeowners' Tax Credit Application Status: No Application

Date:

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Real Property Data Search ( )  
Search Result for PRINCE GEORGE'S COUNTY

[View Map](#)

No Ground Rent Redemption on File

No Ground Rent Registration on File

Special Tax Recapture: None

Account Number: District - 17 Account Identifier - 3834744

### Owner Information

Owner Name: BE UTC RETAIL LLC Use: COMMERCIAL  
Mailing Address: BERMAN ENTPR STE 220 Principal Residence: NO  
5410 EDSON LN Deed Reference: /48336/ 00121  
ROCKVILLE MD 20852-

### Location & Structure Information

Premises Address: 6500 AMERICA BLVD Legal Description: PAR U LOFTS 22 LEV  
HYATTSVILLE 20782-0000 1 RETAIL&COMM ELE  
(NPL 09 4021192)

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:	217014
0042	00A2	0000	10017.17	7017				2025	Plat Ref:	

Town: HYATTSVILLE

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
2006	277,190 SF		2.5900 AC	005

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
		PARKING STRUCTURE	/	C3			

### Value Information

	Base Value	Value As of 01/01/2025	Phase-In Assessments As of 07/01/2024	As of 07/01/2025
Land:	1,692,300	1,692,300		
Improvements	1,741,300	2,244,400		
Total:	3,433,600	3,936,700	3,433,600	3,801,300
Preferential Land:	0	0		

### Transfer Information

Seller:	Date:	Price:
BE UTC GSA THEATRE LLC	11/30/2022	\$0
Type: NON-ARMS LENGTH OTHER	Deed1: /48336/ 00121	Deed2:
HYATTSVILLE PROP HLDNGS LLC	06/13/2014	\$25,100,000
Type: NON-ARMS LENGTH OTHER	Deed1: /36078/ 00001	Deed2:
HYATTSVILLE PROP HLDNGS LLC	03/29/2012	\$0
Type: NON-ARMS LENGTH OTHER	Deed1: /33490/ 00378	Deed2:

### Exemption Information

Partial Exempt Assessments:	Class	07/01/2024	07/01/2025
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: No Application

### Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application Date:

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No Ground Rent Redemption on File

No Ground Rent Registration on File

Special Tax Recapture: None

Account Number: District - 17 Account Identifier - 3834751

### Owner Information

Owner Name: VIE AT UNIVERSITY TOWERS LLC Use: APARTMENTS  
Mailing Address: STE 2000 Principal Residence: NO  
80 SW 8TH ST Deed Reference: /40531/ 00450  
MIAMI FL 33130-

### Location & Structure Information

Premises Address: 6515 BELCREST RD Legal Description: PRINCE GEORGE CENTER  
HYATTSVILLE 20782-0000 PARCEL T

Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:	217014
0042	00A2	0000	10017.17	7017				2025	Plat Ref:	

Town: HYATTSVILLE

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
2006	369,030 SF		1.4300 AC	004

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
		APARTMENT	/	C4			

### Value Information

	Base Value	Value	Phase-In Assessments	As of
		As of	As of	07/01/2025
Land:	934,300	934,300		
Improvements:	74,942,200	95,624,500		
Total:	75,876,500	96,558,800	75,876,500	82,770,800
Preferential Land:	0	0		

### Transfer Information

Seller: MLCFC 2007 8 BELCREST ROAD LLC	Date: 02/02/2018	Price: \$69,500,000
Type: ARMS LENGTH IMPROVED	Deed1: /40531/ 00450	Deed2:
Seller: UTC HOUSING 1 LLC	Date: 10/17/2012	Price: \$39,150,000
Type: NON-ARMS LENGTH OTHER	Deed1: /34030/ 00013	Deed2:
Seller:	Date:	Price: \$0
Type: NON-ARMS LENGTH OTHER	Deed1: /20005/ 00685	Deed2:

### Exemption Information

Partial Exempt Assessments:	Class	07/01/2024	07/01/2025
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: No Application

### Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application Date:

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Special Tax Recapture: None

Account Number: District - 17 Account Identifier - 3686716

### Owner Information

Owner Name:	BE UTC RETAIL LLC	Use:	COMMERCIAL
Mailing Address:	STE 220 BERMAN ENTPR 5410 EDSON LN ROCKVILLE MD 20852-	Principal Residence:	NO
		Deed Reference:	/48336/ 00121

### Location & Structure Information

Premises Address:	6450 AMERICA BLVD HYATTSVILLE 20782-0000	Legal Description:	PARCEL M
Map: 0042	Grid: 00A2	Parcel: 0000	Neighborhood: 10017.17
Subdivision: 7016	Section:	Block:	Lot:
Assessment Year: 2025	Plat No: 205043	Plat Ref:	
Town: HYATTSVILLE			

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
2007	12,143 SF		24,784 SF	005

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
		RESTAURANT	/	C5			

### Value Information

	Base Value	Value	Phase-In Assessments	
		As of	As of	As of
		01/01/2025	07/01/2024	07/01/2025
Land:	371,700	371,700		
Improvements	1,175,000	1,949,300		
Total:	1,546,700	2,321,000	1,546,700	1,804,800
Preferential Land:	0	0		

### Transfer Information

Seller: BE UTC GSATHEATRE LLC	Date: 11/30/2022	Price: \$0
Type: NON-ARMS LENGTH OTHER	Deed1: /48336/ 00121	Deed2:
Seller: HYATTSVILLE PROP HLDNGS LLC	Date: 06/13/2014	Price: \$25,100,000
Type: NON-ARMS LENGTH OTHER	Deed1: /36078/ 00001	Deed2:
Seller: UTC RETAIL II LLC	Date: 11/18/2011	Price: \$25,100,000
Type: NON-ARMS LENGTH OTHER	Deed1: /33119/ 00001	Deed2:

### Exemption Information

Partial Exempt Assessments:	Class	07/01/2024	07/01/2025
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: No Application

### Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application Date:

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<a href="#">View Map</a>	<a href="#">No Ground Rent Redemption on File</a>	<a href="#">No Ground Rent Registration on File</a>
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**Special Tax Recapture:** None

**Account Number:** District - 17 Account Identifier - 3886724

**Owner Information**

<b>Owner Name:</b>	TDC GRIFFIN HYATTSVILLE OWNER LLC	Use: APARTMENTS
<b>Mailing Address:</b>	STE 1000	Principal Residence: NO
	2000 K STREET NW	Deed Reference: /47928/ 00458
	WASHINGTON DC 20008-	

**Location & Structure Information**

<b>Premises Address:</b>	6400 AMERICA BLVD HYATTSVILLE 20782-0000	Legal Description: PARCEL 1
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<b>Map:</b> 0042	<b>Grid:</b> 00A2	<b>Parcel:</b> 0000	<b>Neighborhood:</b> 10017.17	<b>Subdivision:</b> 0045	<b>Section:</b>	<b>Block:</b>	<b>Lot:</b>	<b>Assessment Year:</b> 2025	<b>Plat No:</b> 263007
									<b>Plat Ref:</b> 263/ 007

**Town:** HYATTSVILLE

<b>Primary Structure Built</b>	<b>Above Grade Living Area</b>	<b>Finished Basement Area</b>	<b>Property Land Area</b> 2.4215 AC	<b>County Use</b> 005
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<b>Stories</b>	<b>Basement</b>	<b>Type</b>	<b>Exterior</b>	<b>Quality</b>	<b>Full/Half Bath</b>	<b>Garage</b>	<b>Last Notice of Major Improvements</b>
/							

**Value Information**

	Base Value	Value As of 01/01/2025	Phase-In Assessments As of 07/01/2024	As of 07/01/2025
<b>Land:</b>	1,898,600	8,858,100		
<b>Improvements</b>	60,008,100	57,742,200		
<b>Total:</b>	61,906,700	64,598,300	61,906,700	62,803,900
<b>Preferential Land:</b>	0	0		

**Transfer Information**

<b>Seller:</b> BE UTC PARCEL N LLC	<b>Date:</b> 07/15/2022	<b>Price:</b> \$5,900,000
<b>Type:</b> ARMS LENGTH VACANT	<b>Deed1:</b> /47928/ 00458	<b>Deed2:</b>
<b>Seller:</b> HYATTSVILLE PROP HLDNGS LLC	<b>Date:</b> 05/27/2014	<b>Price:</b> \$700,000
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /36029/ 00586	<b>Deed2:</b>
<b>Seller:</b> UTC RETAIL III LLC	<b>Date:</b> 11/18/2011	<b>Price:</b> \$25,100,000
<b>Type:</b> NON-ARMS LENGTH OTHER	<b>Deed1:</b> /33119/ 00001	<b>Deed2:</b>

**Exemption Information**

<b>Partial Exempt Assessments:</b>	<b>Class</b>	<b>07/01/2024</b>	<b>07/01/2025</b>
<b>County:</b>	000	0.00	
<b>State:</b>	000	0.00	
<b>Municipal:</b>	000	0.00/0.00	0.00/0.00

**Special Tax Recapture:** None

**Homestead Application Information**

**Homestead Application Status:** No Application

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**Homeowners' Tax Credit Application Information**

**Homeowners' Tax Credit Application Status:** No Application

**Date:**

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<a href="#">View Map</a>	<a href="#">No Ground Rent Redemption on File</a>	<a href="#">No Ground Rent Registration on File</a>
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Special Tax Recapture: None

Account Number: District - 17 Account Identifier - 5730921

**Owner Information**

Owner Name:	BE UTC GSA THEATRE LLC	Use:	COMMERCIAL
		Principal Residence:	NO
Mailing Address:	BERMAN ENTERPRISES STE 220 5410 EDSON LN ROCKVILLE MD 20852-	Deed Reference:	/48336/ 00121

**Location & Structure Information**

Premises Address:	6501 AMERICA BLVD HYATTSVILLE 20782-0000	Legal Description:	UNIT 1 PT PARCEL P
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Map:	Grid:	Parcel:	Neighborhood:	Subdivision:	Section:	Block:	Lot:	Assessment Year:	Plat No:	261094
0042	00A2	0000	10017.17	1818				2025	Plat Ref:	261/084

Town: HYATTSVILLE

Primary Structure Built	Above Grade Living Area	Finished Basement Area	Property Land Area	County Use
2009	58,442 SF		2.6900AC	005

Stories	Basement	Type	Exterior	Quality	Full/Half Bath	Garage	Last Notice of Major Improvements
		OFFICE BUILDING	FRAME/	C5			

**Value Information**

	Base Value	Value As of 01/01/2025	Phase-In Assessments As of 07/01/2024	As of 07/01/2025
Land:	2,860,600	2,818,000		
Improvements	6,208,100	6,106,800		
Total:	8,868,700	8,728,800	8,868,700	8,726,800
Preferential Land:	0	0		

**Transfer Information**

Seller: BE UTC GSA THEATRE LLC	Date: 11/30/2022	Price: \$0
Type: NON-ARMS LENGTH OTHER	Deed1: /48336/ 00121	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:
Seller:	Date:	Price:
Type:	Deed1:	Deed2:

**Exemption Information**

Partial Exempt Assessments:	Class	07/01/2024	07/01/2025
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: No Application

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**Homeowners' Tax Credit Application Information**

Homeowners' Tax Credit Application Status: No Application

Date:

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Real Property Data Search ( )  
Search Result for PRINCE GEORGE'S COUNTY

[View Map](#)

No Ground Rent Redemption on File

No Ground Rent Registration on File

Special Tax Recapture: None

Account Number: District - 17 Account Identifier - 5730910

### Owner Information

Owner Name: BE UTC RETAIL LLC Use: COMMERCIAL  
Principal Residence: NO  
Mailing Address: STE 220 BERMAN ENTPR Deed Reference: /48336/ 00121  
5410 EDSON LN  
ROCKVILLE MD 20852-

### Location & Structure Information

Premises Address: 6501 AMERICA BLVD Legal Description: UNIT 2  
HYATTSVILLE 20782-0000  
Map: Grid: Parcel: Neighborhood: Subdivision: Section: Block: Lot: Assessment Year: Plat No: 261094  
0042 00A2 0000 10017.17 1818 2025 Plat Ref: 261/084

Town: HYATTSVILLE

Primary Structure Built: 2009 Above Grade Living Area: 92,531 SF Finished Basement Area: Property Land Area: 1 SF County Use: 005

Stories: Basement: Type: RESTAURANT Exterior: / Quality: C5 Full/Half Bath: Garage: Last Notice of Major Improvements:

### Value Information

	Base Value	Value As of 01/01/2025	Phase-In Assessments As of 07/01/2024	As of 07/01/2025
Land:	2,913,800	8,531,900		
Improvements:	6,799,000	4,537,300		
Total:	9,712,800	11,069,200	9,712,800	10,164,833
Preferential Land:	0	0		

### Transfer Information

Seller: BE UTC GSATHEATRE LLC Date: 11/30/2022 Price: \$0  
Type: NON-ARMS LENGTH OTHER Deed1: /48336/ 00121 Deed2:  
Seller: Date: Price:  
Type: Deed1: Deed2:  
Seller: Date: Price:  
Type: Deed1: Deed2:

### Exemption Information

Partial Exempt Assessments: Class: 07/01/2024 07/01/2025  
County: 000 0.00  
State: 000 0.00  
Municipal: 000 0.00/0.00 0.00/0.00

Special Tax Recapture: None

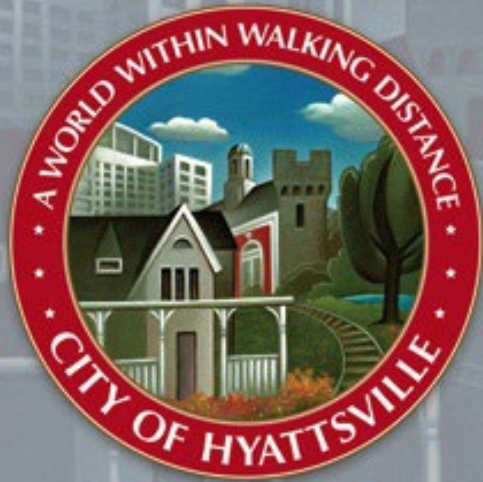
### Homestead Application Information

Homestead Application Status: No Application

### Homeowners' Tax Credit Application Information

Homeowners' Tax Credit Application Status: No Application Date:

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# CITY OF HYATTSVILLE

## 10 Year Financial Forecast

January 2025

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Fund Balance Forecast	7
Major Assumptions	8



# Forecast Summary

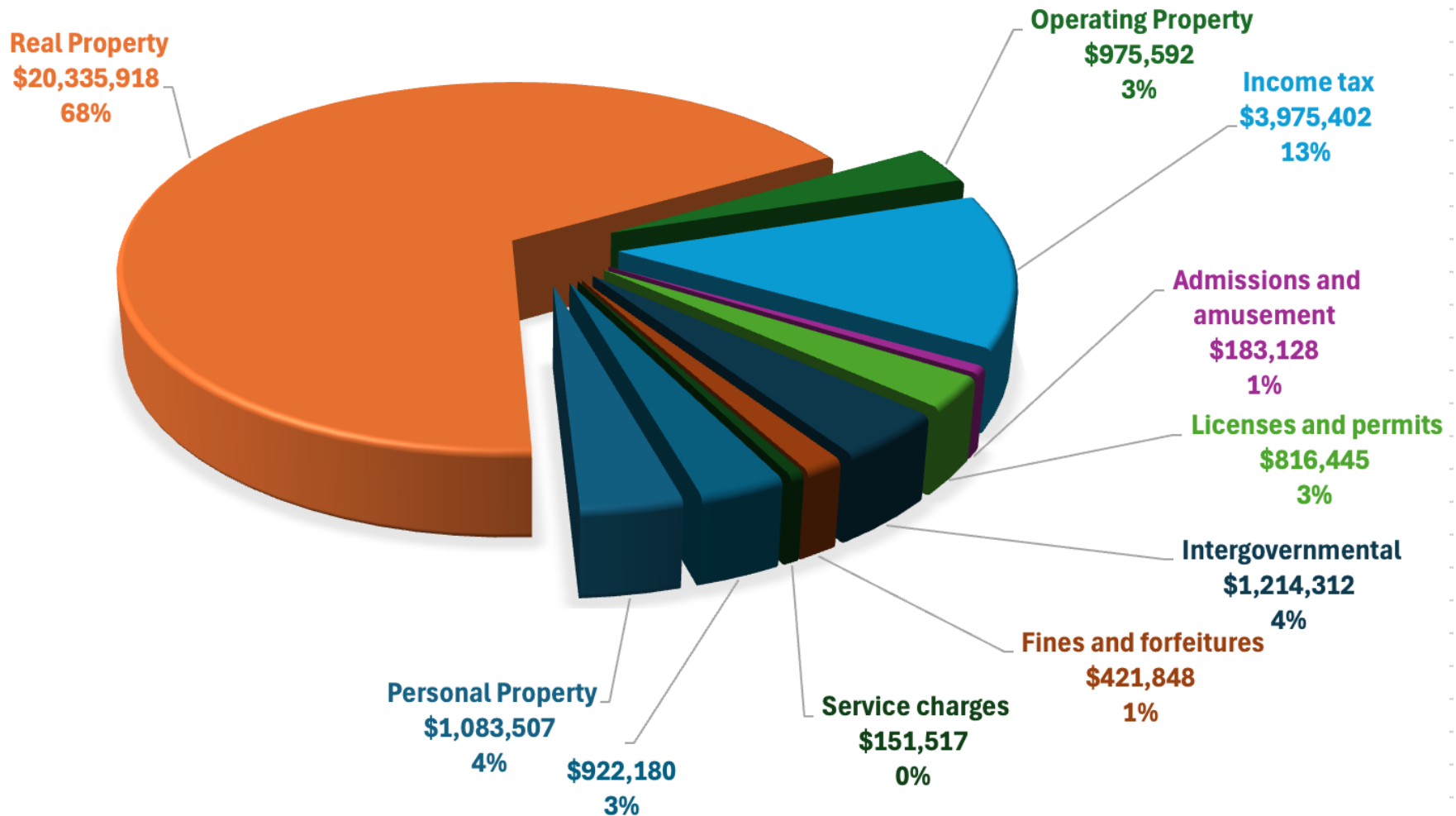
	FY-25 Estimated	FY-26 Projected	FY-27 Projected	FY-28 Projected	FY-29 Projected	FY-30 Projected	FY-31 Projected	FY-32 Projected	FY-33 Projected	FY-34 Projected	FY-35 Projected	FY-36 Projected
Real Property	\$18,812,341	\$19,594,535	\$20,585,719	\$21,635,591	\$22,739,006	\$23,898,695	\$25,117,529	\$26,398,522	\$27,744,847	\$29,159,834	\$30,646,986	\$32,209,982
Personal Property	\$1,041,858	\$915,000	\$1,014,818	\$1,125,433	\$1,248,105	\$1,384,149	\$1,535,021	\$1,702,338	\$1,887,893	\$2,093,674	\$2,321,884	\$2,574,969
Operating Property	\$943,359	\$1,271,000	\$1,409,539	\$1,563,179	\$1,733,565	\$1,922,524	\$2,132,079	\$2,364,476	\$2,622,203	\$2,908,024	\$3,224,998	\$3,576,523
Income tax	\$3,259,614	\$3,951,088	\$4,089,376	\$4,232,504	\$4,380,642	\$4,533,964	\$4,692,653	\$4,856,896	\$5,026,887	\$5,202,828	\$5,384,927	\$5,573,400
Admissions and Amusement	\$194,968	\$150,000	\$153,150	\$156,366	\$159,650	\$163,002	\$166,426	\$169,920	\$173,489	\$177,132	\$180,852	\$184,650
<b>Total taxes</b>	<b>\$24,252,140</b>	<b>\$25,881,623</b>	<b>\$27,252,602</b>	<b>\$28,713,073</b>	<b>\$30,260,968</b>	<b>\$31,902,334</b>	<b>\$33,643,708</b>	<b>\$35,492,152</b>	<b>\$37,455,319</b>	<b>\$39,541,492</b>	<b>\$41,759,647</b>	<b>\$44,119,524</b>
Licenses and permits	\$857,045	\$736,000	\$819,540	\$912,968	\$1,017,046	\$1,132,989	\$1,262,150	\$1,406,035	\$1,566,323	\$1,744,884	\$1,943,800	\$2,165,394
Intergovernmental	\$1,377,974	\$1,446,425	\$1,515,366	\$1,588,104	\$1,664,333	\$1,744,221	\$1,827,943	\$1,915,684	\$2,007,637	\$2,104,004	\$2,204,996	\$2,310,836
Service charges	\$146,226	\$136,900	\$152,855	\$170,739	\$190,716	\$213,029	\$237,954	\$265,794	\$296,892	\$331,629	\$370,429	\$413,769
Fines and forfeitures	\$442,739	\$728,200	\$859,276	\$1,013,946	\$1,196,456	\$1,411,818	\$1,665,945	\$1,965,815	\$2,319,662	\$2,737,201	\$3,229,898	\$3,811,279
Miscellaneous	\$831,659	\$1,150,700	\$1,394,341	\$1,155,207	\$945,207	\$993,413	\$1,044,077	\$1,097,325	\$1,153,288	\$1,212,106	\$1,273,923	\$1,338,893
<b>Subtotal - Other Revenue</b>	<b>\$3,235,000</b>	<b>\$4,198,225</b>	<b>\$4,741,378</b>	<b>\$4,840,964</b>	<b>\$5,013,758</b>	<b>\$5,495,470</b>	<b>\$6,038,069</b>	<b>\$6,650,653</b>	<b>\$7,343,802</b>	<b>\$8,129,824</b>	<b>\$9,023,046</b>	<b>\$10,040,171</b>
<b>Total Revenues</b>	<b>\$27,907,782</b>	<b>\$30,079,848</b>	<b>\$31,993,980</b>	<b>\$33,554,037</b>	<b>\$35,274,726</b>	<b>\$37,397,804</b>	<b>\$39,681,777</b>	<b>\$42,142,805</b>	<b>\$44,799,121</b>	<b>\$47,671,316</b>	<b>\$50,782,693</b>	<b>\$54,159,695</b>
Government	\$5,753,187	\$7,318,118	\$8,037,662	\$8,778,792	\$9,542,156	\$10,328,420	\$11,138,273	\$11,972,421	\$12,831,594	\$13,716,542	\$14,628,038	\$15,566,879
Police	\$10,964,194	\$13,596,704	\$14,004,605	\$14,424,743	\$14,857,485	\$15,303,210	\$15,762,306	\$16,235,175	\$16,722,231	\$17,223,898	\$17,740,615	\$18,272,833
Public Works	\$7,600,939	\$8,270,817	\$8,518,942	\$8,774,510	\$9,037,746	\$9,308,878	\$9,588,144	\$9,875,789	\$10,172,062	\$10,477,224	\$10,791,541	\$11,115,287
Community	\$1,820,859	\$1,825,133	\$1,879,887	\$1,936,284	\$1,994,372	\$2,054,203	\$2,115,829	\$2,179,304	\$2,244,683	\$2,312,024	\$2,381,385	\$2,452,826
Debt Service	\$1,531,118	\$2,018,231	\$2,502,000	\$2,598,000	\$2,699,000	\$2,803,000	\$2,911,000	\$3,023,000	\$3,140,000	\$3,261,000	\$3,387,000	\$3,517,000
<b>Total Expenditures and Transfers</b>	<b>\$27,670,297</b>	<b>\$33,029,003</b>	<b>\$34,943,096</b>	<b>\$36,512,329</b>	<b>\$38,130,759</b>	<b>\$39,797,712</b>	<b>\$41,515,553</b>	<b>\$43,285,689</b>	<b>\$45,110,570</b>	<b>\$46,990,687</b>	<b>\$48,928,578</b>	<b>\$50,924,825</b>
Revenues Over/(under) Expenses	\$237,485	(\$2,949,155)	(\$2,949,116)	(\$2,958,292)	(\$2,856,033)	(\$2,399,908)	(\$1,833,776)	(\$1,142,884)	(\$311,449)	\$680,629	\$1,854,115	\$3,234,870
<b>Beginning Fund Balance</b>	<b>\$28,131,343</b>	<b>\$28,368,828</b>	<b>\$25,419,673</b>	<b>\$22,470,557</b>	<b>\$19,512,265</b>	<b>\$16,656,232</b>	<b>\$14,256,324</b>	<b>\$12,422,548</b>	<b>\$11,279,664</b>	<b>\$10,968,215</b>	<b>\$11,648,844</b>	<b>\$13,502,959</b>
<b>Ending Fund Balance</b>	<b>\$28,368,828</b>	<b>\$25,419,673</b>	<b>\$22,470,557</b>	<b>\$19,512,265</b>	<b>\$16,656,232</b>	<b>\$14,256,324</b>	<b>\$12,422,548</b>	<b>\$11,279,664</b>	<b>\$10,968,215</b>	<b>\$11,648,844</b>	<b>\$13,502,959</b>	<b>\$16,737,829</b>
Fund Balance as % of Revenue	102%	85%	70%	58%	47%	38%	31%	27%	24%	24%	27%	31%
Fund Balance as % of Expenses	103%	77%	64%	53%	44%	36%	30%	26%	24%	25%	28%	33%



# Revenues

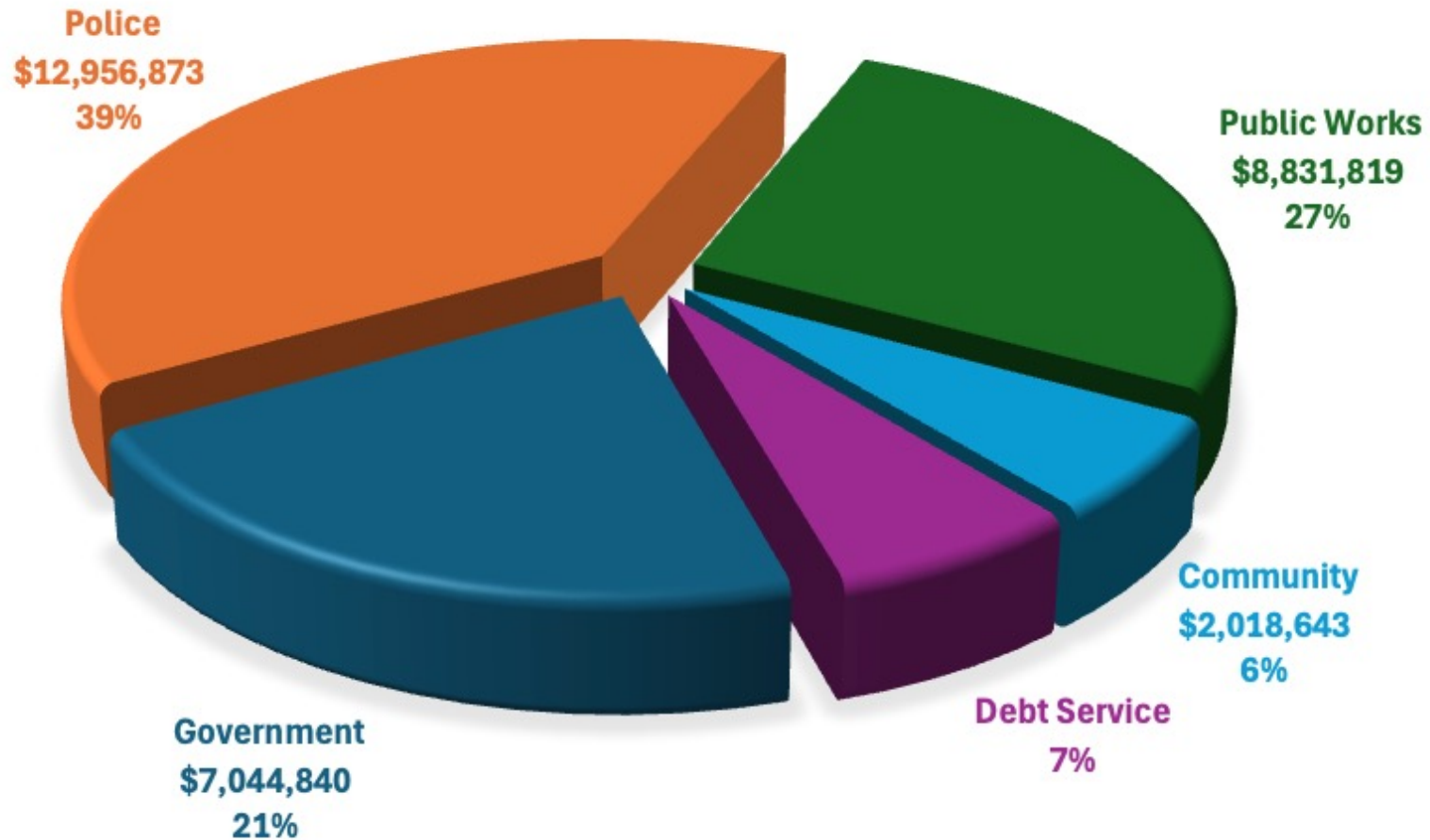
## REVENUE: FY-26 PROJECTED

\$30,079,848



# Expenditures

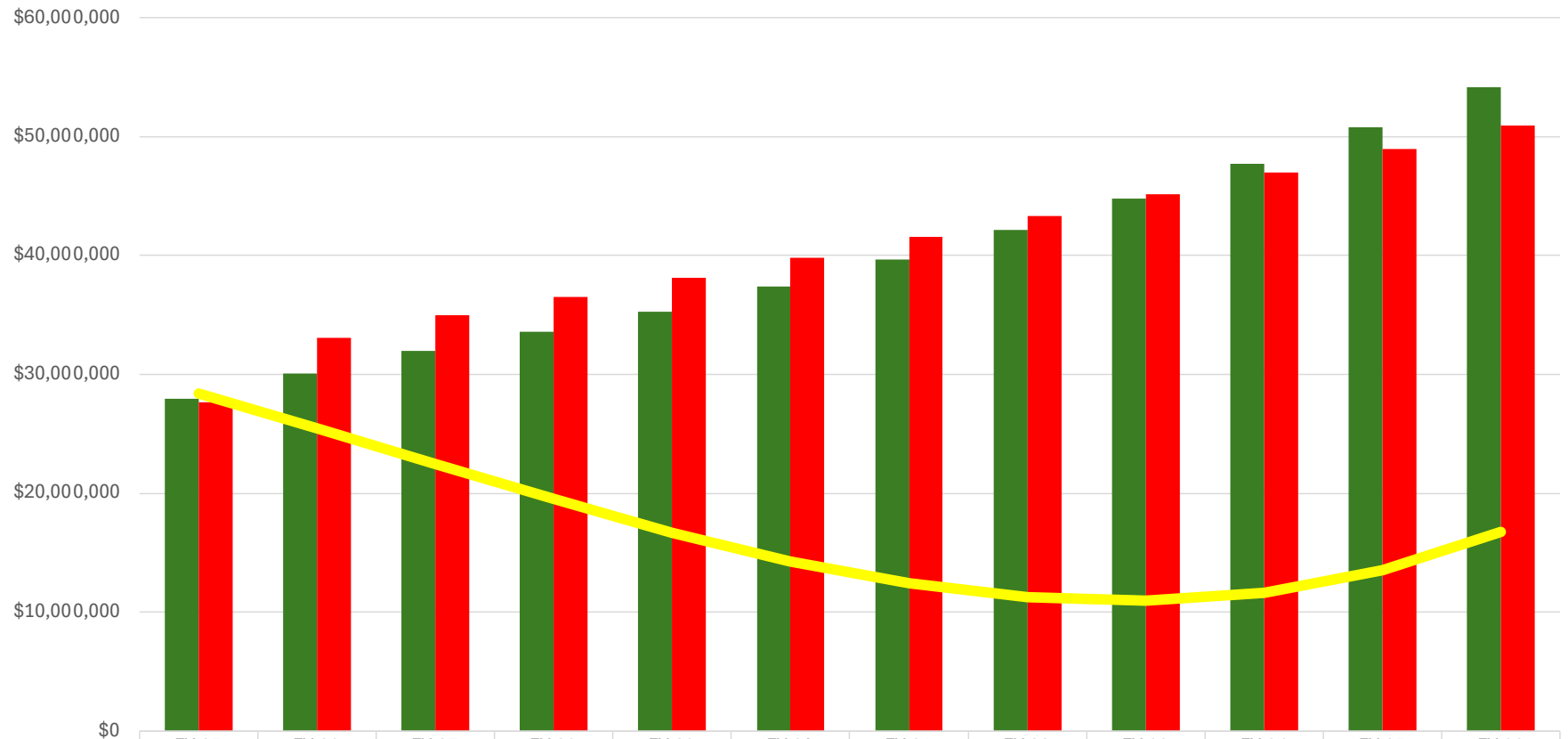
## EXPENDITURES: FY-26 PROJECTED \$33,029,003





# Fund Balance

Revenues, Expenditures and Fund Balance



	FY-25 Estimated	FY-26 Projected	FY-27 Projected	FY-28 Projected	FY-29 Projected	FY-30 Projected	FY-31 Projected	FY-32 Projected	FY-33 Projected	FY-34 Projected	FY-35 Projected	FY-36 Projected
Total Revenues	\$27,907,782	\$30,079,848	\$31,993,980	\$33,554,037	\$35,274,726	\$37,397,804	\$39,681,777	\$42,142,805	\$44,799,121	\$47,671,316	\$50,782,693	\$54,159,695
Total Expenditures and Transfers	\$27,670,297	\$33,029,003	\$34,943,096	\$36,512,329	\$38,130,759	\$39,797,712	\$41,515,553	\$43,285,689	\$45,110,570	\$46,990,687	\$48,928,578	\$50,924,825
Ending Fund Balance	\$28,368,828	\$25,419,673	\$22,470,557	\$19,512,265	\$16,656,232	\$14,256,324	\$12,422,548	\$11,279,664	\$10,968,215	\$11,648,844	\$13,502,959	\$16,737,829



## Major Assumptions

Item	Growth Factor
<b>Revenues</b>	
Real Property	5.10%
Personal Property	10.90%
Operating Property	11.00%
Income tax	3.50%
Admissions and Amusement	2.10%
Licenses and permits	11.00%
Intergovernmental	4.80%
Service charges	11.70%
Fines and forfeitures	18.00%
Miscellaneous	5.10%
<b>Expenditures</b>	3.00%



## 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.**

**BE IT ENACTED AND ORDAINED** by the Mayor and City Council for the City of Hyattsville, as follows:

That pursuant to Section C5-6 of the Hyattsville City Charter the annual budget is as follows:

### FY 2026 Budget – Final

	General	Capital Projects	Special Revenue Fund	Debt Service	Total
	Fund	Fund	Fund	Fund	All Funds
<b>Revenue &amp; Other Sources:</b>					
<b>Local Taxes:</b>					
Real Property Taxes	\$19,594,535	0	0	\$0	\$19,594,535
Personal Property Taxes	915,000	0	0	0	915,000
Operating Property	1,271,000	0	0	0	1,271,000
Income Tax	3,951,088	0	0	0	3,951,088
Admissions and Amusement Taxes	150,000	0	0	0	150,000
<b>Subtotal - Local Taxes</b>	<b>25,881,623</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,881,623</b>
<b>Other Revenue &amp; Sources</b>					
Licenses and permits	736,000	0	0	0	736,000
Other Governments - Grants	1,446,425	8,079,822	200,000	0	9,726,247
Service Charges	136,900	0	100,000	0	236,900
Fines and Forfeitures	728,200	0	1,247,500	0	1,975,700
Miscellaneous	1,150,700	0	0	0	1,150,700
Bond/Notes – General Gov.	0	7,583,733	0	0	7,583,733
Lease Proceeds	0	0	0	0	0
Cash - GF Transfers In	0	0	0	0	0
<b>Sub-total</b>	<b>4,198,225</b>	<b>15,663,555</b>	<b>1,547,500</b>	<b>0</b>	<b>21,409,280</b>
<b>Total Revenue - Sources</b>	<b>\$30,079,848</b>	<b>\$15,663,555</b>	<b>\$1,547,500</b>	<b>\$0</b>	<b>\$47,290,903</b>
<b>Expenditures &amp; Other Uses:</b>					
Legislative	\$722,383	\$0	\$0	\$0	\$722,383
General Government	5,336,549	7,041,483	200,000	0	12,578,032
Police	13,596,704	221,822	522,775	0	14,341,301
Parking Compliance	0	0	718,048	0	718,048

Code Compliance	903,432	\$0	0	0	903,432
<b>Legislative/General/Public Safety Subtotal</b>	<b>20,559,068</b>	<b>7,263,305</b>	<b>1,440,823</b>	<b>0</b>	<b>29,263,196</b>
Public Works	8,270,817	7,858,000	0	0	16,128,817
Community Services/PEG	1,125,538	0	100,000	0	1,225,538
Community Development	699,595	0	0	0	699,595
Cash - GF Transfer-in	0	0	0	2,018,231	2,018,231
Cash - GF Transfers-Out	2,018,231	0	0	(2,018,231)	0
Proposed COLA Cost	355,754	0	0	0	355,754
<b>Subtotal</b>	<b>12,469,935</b>	<b>7,858,000</b>	<b>100,000</b>	<b>0</b>	<b>20,427,935</b>
<b>Total All Expenditures - Uses</b>	<b>33,029,003</b>	<b>15,121,305</b>	<b>1,540,823</b>	<b>0</b>	<b>49,691,131</b>
<b>Excess of Revenue and Other Sources over Expenditures and Other Uses</b>	<b>(\$2,949,155)</b>	<b>\$542,250</b>	<b>\$6,677</b>	<b>\$0</b>	<b>(\$2,400,228)</b>
<b>Beginning Fund Balance</b>	<b>\$28,368,828</b>				
<b>Ending Fund Balance</b>	<b>\$25,419,673</b>				

Which was the subject of a public hearing on May 5, 2025, after notice thereof was published in a newspaper of circulation within the City, is hereby adopted.

The tax rate for all real property, not otherwise exempted, located within the corporate limits of the City shall be as is hereby fixed at sixty-three cents (\$.63) on each one hundred (\$100.00) dollars of assessed value on lands, improvements and fixtures.

The tax rate for all operating property of public utilities and contract carriers, not otherwise exempted, located within the corporate limits of the City shall be as is hereby fixed at one dollar and ninety-eight cents (\$3.00) on each one hundred (\$100.00) dollars of assessed value.

Such taxes on lands and improvements shall be computed on the valuation of said properties in Prince George's County, Maryland, which assessment is hereby adopted and used by the City of Hyattsville as its own valuation assessment of the land and improvements within the corporate limits subject to taxation for property of public utilities and contract carriers, the valuation of said properties as certified to the City of Hyattsville by the Maryland State Department of Assessments and Taxation shall be used as the assessed valuation of properties so certified.

The tax rate for all tangible personal property, not otherwise exempted, located within the corporate limits of the City shall be and is hereby fixed at one dollar and fifteen cents (\$1.15) on each one hundred (\$100.00) dollars of assessed value of all tangible operating personal property, including commercial inventory. In computing and levying such taxes on tangible personal property, the valuation of such property as certified to the City of Hyattsville by the Maryland State Department of Assessments and Taxation shall be used as the assessed valuation of properties so certified.

The City Treasurer, or any other person designated by the City Council to act in his/ her place, is hereby authorized and directed to collect the taxes herein levied by this ordinance.

In accordance with Section C5-17 of the Hyattsville City Charter, the real property taxes provided for in this ordinance shall be due and payable on the first day of July 2022 and shall be overdue and in arrears when the County's real property taxes are overdue and in arrears. All real property taxes shall bear monthly interest while in arrears at the rate of two thirds of one percent (.0066) and a monthly penalty of one percent (.01) as provided in Section C5-17 of the City Charter.

Tangible personal property shall bear a fixed penalty of one hundred (\$100.00) dollars for the first month in arrears, which is defined as the period beginning ninety-one (91) days and ending one hundred twenty (120) days following the tax bill date. An additional penalty of one percent (.01) per month shall be due on any taxes in arrears more than one hundred twenty (120) days. All tangible personal property taxes shall bear interest at the rate of two thirds of one percent (.0066) per month while in arrears.

**AND BE IT FURTHER ORDAINED**, that this budget shall govern the revenue and expenditure of funds by the City during the fiscal year 2024, subject to further budget ordinances enacted by the City pursuant to the Maryland Annotated Code, Local Government Article, Section 5-205(b);

**AND BE IT FURTHER ORDAINED**, that the City Council may from time to time during the fiscal year amend this budget by motions made, discussed and carried by a 2/3 vote of the City Council so long as any action regarding this budget is taken at a public meeting after notice and a public discussion;

**AND BE IT FURTHER ORDAINED**, pursuant to Hyattsville Resolution 2004-03 designating the University Town Center Special Taxing District and Hyattsville Resolution 2004-03 authorizing the imposition, levy and collection of special taxes in the Special Taxing District and pursuant to the Rate and Method of Apportionment terms adopted, the City of Hyattsville adopts and approves the report of the Administrator of the University Town Center Special Taxing District (Exhibit A) and hereby assesses and levies as additional real property taxes on the owners of properties in the University Town Center Special Taxing District this special tax as indicated in Appendix A of Exhibit A for the upcoming fiscal year (as the same may be recalculated as further described in this paragraph); in the event any parcel numbers are changed prior to the actual billing of taxes by the County, the Administrator shall revise Appendix A to be consistent with the tax parcel numbers used by the County for billing of taxes and recalculate the special tax to be collected from each parcel in a manner consistent with the method utilized to calculate the special taxes in Exhibit A;

**AND BE IT FURTHER ORDAINED**, that this budget shall govern the number and type of employment positions to include the number of employees and Full-Time Equivalent (FTE) count for Fiscal Year 2026 and the City of Hyattsville approves and adopts these counts as contained in Exhibit B.

**AND BE IT FURTHER ORDAINED**, that this ordinance shall become effective on July 1, 2025, as provided in Section C2-9 of the City Charter and a fair summary of this Ordinance shall be published twice in a newspaper having general circulation in the City, subject to the provisions of section C3-2A(6) of the City Charter;

**INTRODUCED** by the City Council of the City of Hyattsville, Maryland at a public meeting on May 19, 2025;

**ADOPTED**, by the City Council of the City of Hyattsville, Maryland at a public meeting on June 2, 2025.

Adopted: June 2, 2025

Effective Date: July 1, 2025

Attest: \_\_\_\_\_

Nate Groenendyk

City Clerk

\_\_\_\_\_

Robert S. Croslin

Mayor