



## REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD MONDAY, NOVEMBER 2, 2020 7:00 PM

---

Candace Hollingsworth, Mayor  
Kevin Ward, W1, Council President  
Carrianna Suiter, W3, Council Vice President  
Bart Lawrence, W1  
Robert Croslin, W2  
Danny Schaible, W2  
Ben Simasek, W3  
Edouard Haba, W4  
Daniel Peabody, W4  
Joseph A. Solomon, W5  
Erica Spell Wolf, W5

Absent: None

Also present were the following City staff members:

Tracey E. Douglas, City Administrator  
Jim Chandler, Assistant City Administrator  
Ron Brooks, City Treasurer  
Deputy Chief Scott Dunklee, City of Hyattsville Police Department  
Lesley Riddle, Director of Public Works  
Vivian Snellman, Director of Human Resources  
Laura Reams, City Clerk  
Sean Corcoran, Deputy City Clerk  
Cheri Everhart, Recreation, Programs, and Events Manager  
Hal Metzler, Deputy Director of Public Works

### MEETING NOTICE:

As we continue to take precautions due to the COVID-19 (Coronavirus) pandemic, the Hyattsville City Council will hold its meeting on Monday, November 2, 2020 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 [hyattsville.org/meetings](http://hyattsville.org/meetings).

### PUBLIC PARTICIPATION:

Public Comment may be made using the e-comment feature at [hyattsville.org/meetings](http://hyattsville.org/meetings) or emailing [cityclerk@hyattsville.org](mailto:cityclerk@hyattsville.org). All electronic comments must be submitted by 5 PM on November 2, 2020. Comments received will be read by City staff during the public comment portion of the meeting.

Members of the public who wish to attend the virtual council meeting must register in advance using the link below.

Register in advance for this webinar:

[https://zoom.us/webinar/register/WN\\_EQcUoRjDSI2jHP7xFp1rWA](https://zoom.us/webinar/register/WN_EQcUoRjDSI2jHP7xFp1rWA)



**REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD  
MONDAY, NOVEMBER 2, 2020 7:00 PM**

---

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

**Mayor Candace Hollingsworth** called the meeting to order at 7:06 p.m.

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

**3. Approval of Agenda**

**AMENDMENT**

1) **AMEND** language of action item 11.b), HCC-113-FY21 to read:

I move that the Mayor and Council approve a \$10,000 donation to Route One Community Cares (ROCC).

These funds shall be used to purchase meals from restaurants exclusively within the incorporated limits of the City of Hyattsville. Further, these meals will only be distributed at sites within the incorporated limits of the City of Hyattsville. At \$10 per meal, these funds will provide 1,000 meals for individuals in need directly from the City.

Funding will be made available from the unspent balance previously appropriated for the Hyattsville Pandemic Relief funding originally allocated to Employ Prince George's.

2) **AMEND** motion language in action item 11.a) to remove "...end".

<b>RESULT:</b>	<b>APPROVED, AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Ward
<b>SECONDER:</b>	Croslin
<b>AYES:</b>	Hollingsworth, Ward, Suiter, Lawrence, Croslin, Schaible, Simasek, Haba, Peabody, Solomon, Spell Wolf
<b>ABSENT:</b>	None

**4. Approval of the Minutes**

**4.a) Approval of the Minutes**

**[HCC-125-FY21](#)**

**Sponsor:** At the Request of the City Administrator

**Co-Sponsor(s):** N/A

[Minutes Oct 19, 2020 CM FINAL](#)

I move that the Mayor and Council approve the minutes of the City Council meeting of October 19, 2020.



**REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD**  
**MONDAY, NOVEMBER 2, 2020 7:00 PM**

---

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Ward
<b>SECONDER:</b>	Haba
<b>AYES:</b>	Hollingsworth, Ward, Suiter, Lawrence, Croslin, Schaible, Simasek, Haba, Peabody, Solomon, Spell Wolf
<b>ABSENT:</b>	None

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

Ward 2 resident, Jim Groves, addressed the Mayor and Council in support of a \$10K pandemic relief donation to Route One Community Cares (ROCC) expressing his appreciation for consideration for the item and stating that the measure is intended to provide meals for residents in need while partnering with Hyattsville’s small businesses and being distributed exclusively within the incorporated limits of the City. Mr. Groves described the initiative as successful citing that nearly 10K individuals had been served by the effort and that more funding was being sought at the County level.

Ward 2 resident, Mary Morton, addressed the Mayor and Council in support of the donation to ROCC stating that her affiliate, St. Jerome’s Café, had been supplying free lunch to the public every Thursday for the previous 20 years and reported that the charity had been working with ROCC to provide restaurant caliber food to those facing financial strife. Ms. Morton expressed her gratitude for the assistance of the City in making food sources and other resident assistance readily available.

City Clerk Laura Reams read written comments submitted by Ward 2 resident David Marshall expressing opposition to a proclamation recognizing Native American Heritage Month; opposition to Hyattsville Ordinance 2020-06 citing concerns about the need for public input prior to a decision and a resistance to changing traditional methods; opposition to the continuation of the 4629 Baltimore Avenue Lease questioning its value to the City relative to cost; and opposition to a \$10K donation to ROCC opining that it was an irresponsible use of tax payer funds and that it was unnecessary to exhaust all funds if there was not a viable, acceptable, target for which to allocate the outstanding balance.

**6. City Administrator Update (7:20 p.m. - 7:35 p.m.)**

City Administrator Tracey Douglas addressed the Mayor and Council with updates regarding events and programming in the City reporting that the previous Saturday staff had conducted “Trick or Treat O’Rama” which was successful in giving away under 800 gift bags for participants in celebration of Halloween. She commended staff on continually deriving new and different ways to engage residents.

Ms. Douglas advised that the following day, November 3, 2020, was national election day and that citizens would be able to cast their votes at 41 locations throughout the State and provided details regarding the voting and election process. She noted that City staff, including members of the Hyattsville Board of Supervisors of Elections (BOSE) would be on location to hand out beverages and snacks to those waiting in line.



## REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD MONDAY, NOVEMBER 2, 2020 7:00 PM

---

Administrator Douglas reported that a food distribution event would take place the following day at noon and that the City was regularly able to receive 800 boxes of food per event in which about 650 boxes were distributed on site with the remainder being delivered to those in need in other areas throughout the City.

**Ward 4 Councilmember Edouard Haba** sought clarity regarding the associated times for the food distribution to which Ms. Douglas and Recreation, Events, and Programs Manager Cheri Everhart confirmed that volunteers should arrive at 9:00 a.m. and the event would commence at 12:00 p.m.

**Ward 5 Councilmember Joseph Solomon** inquired as to the allotted time that polling sites would accept ballots to which City Clerk Laura Reams responded that ballots would be accepted at all sites from 7:00 a.m. until 8:00 p.m. and that postmarked ballots would be accepted days after the closing of the polls.

### 7. City Treasurer Update (7:35 p.m. - 7:40 p.m.)

City Treasurer Ron Brooks relayed to the Mayor and Council that the previous meeting had provided much of the information available and that he would return to the Body at the following Council meeting scheduled for November 16, 2020 to lend more elaborate details regarding the City's financial position and the status of ongoing audits.

### 8. Presentations (7:40 p.m. - 8:10 p.m.)

#### 8.a) Clean Water Partnership: Nine Ponds Project

[HCC-116-FY21](#)

**Sponsor:** City Administrator

**Co-Sponsor(s):** N/A

[CWP 9 Pond Project Final 9.30.20](#)

Presentation Only.

Director of Public Works, Lesley Riddle, introduced the item and provided a summary transferring the lead to Jan Kendrick of the Clean Water Partnership who provided details regarding the involved entities and previous meetings associated with the project.

The presentation was then led by Jason Mills, Senior Associate of Soltesz, who showed an illustrative document that reflected potential changes to the area upon the completion of the project. Mr. Mills stated that, after completion, the area would see a great decrease in the level of water flow due to stream restoration and widening from Belcrest Road to the rebuilt pond. He explained that they had a goal of completing the watershed improvement to create a well-established watershed condition between the two areas, improve water quality, and remove sediment and debris through the Clean Water Partnership.



## REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD MONDAY, NOVEMBER 2, 2020 7:00 PM

---

Mr. Mills relayed some of the history of their collaboration with Corvias stating that their mission was to meet US Environmental Protection Agency (EPA) regulatory requirements to benefit the local community. He explained that they would also welcome the contributions of the Maryland Department of the Environment, Department of Permitting, Inspections, and Enforcement (DPIE) as well as the Army Corps of Engineers and WSSC to treat 190 acres of improved water mitigation.

**Ward 2 Councilmember Robert Croslin** raised questions regarding characteristics of the pond and the transplanting of trees and plant materials to which Mr. Mills responded that the area was evaluated and recommendations were made to move or remove the trees in a way that would be most beneficial to all interested parties, but acknowledged that there would be some overall tree loss. He added that there would be plate material on the edges of the pond with dense planting between the property line and center stream.

**Ward 3 Councilmember Ben Simasek** stated that continued rainfall similar to the recent flooding would be very dangerous to the project area without stormwater improvement and inquired as to what could be done to assist from a Council or legislative perspective to which Mr. Mills responded that it would be customized to withstand a 24 hour a day, 100 day storm, but added that the result of that recent storm was equivalent to a 100 year storm in the span of three (3) hours.

**Councilmember Simasek** referenced the nearby Landy project and expressed concern as to its possible jeopardization of the Nine Ponds project to which Mr. Mills assured that it would have no negative effect and that any influence between the two developments would prove to be improvements.

**Council Vice President Carrianna Suiter** requested elaboration on accessibility to pedestrians and the requirements of the County for off-site replacement of trees to which Mr. Mills replied that pedestrian access to the pond would be controlled by a split rail fence capable of protecting the area while being passive enough to allow access during an emergency. He continued that there would be a water shelf surrounding the pond of only six (6) to seven (7) inches of depth to prevent accidents or drowning as well as the standard signage and caution communications. Mr. Mills retorted that he would follow up with Ms. Suiter regarding the process and standards for off-site replacement of trees to ensure accuracy after conducting adequate research.

**Councilmember Haba** asked whether the land east of the development site for which a portion of land was being considered for a Park and Planning project would be affected by the Nine Ponds project to which Mr. Mills stated that the Nine Ponds project should have no direct effect on any adjacent land except for an overall reduction of flood potential for all nearby areas.

**Ward 2 Councilmember Danny Schaible** requested the statistics on the depth of the pond to which Mr. Mills responded that the pond depth ranged from 67.01' to 50.5' and in a high-volume event the water level could range from 67.01' to 74.99'.



## REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD MONDAY, NOVEMBER 2, 2020 7:00 PM

---

**Councilmember Croslin** asked whether the volume of water would attract more insects, specifically mosquitos and Mr. Mills explained that, in his experience, any depth of moving water greater than four (4) feet has not compelled the nuisance of additional insects, however, that was not the case in instances of standing water.

Mr. Mills and Ms. Kendrick provided information regarding communication and outreach for the public and Council to engage should they have any questions or comments.

### **8.b) Presentation of the West Hyattsville Transit District Development Plan Project**

**[HCC-119-FY21](#)**

**Sponsor:** City Administrator

**Co-Sponsor(s):** N/A

[Memo - West Hyattsville TDDP Cover Memo - 10.27.20 WHQC Briefing\\_City Council HVL](#)

Presentation Only

Assistant City Administrator Jim Chandler addressed the Mayor and Council introducing Scott Rowe and Sara Benton on the Maryland National Capital Park and Planning Commission (MNCPPC) and provided details on the development project relaying that the Planning Committee had several previous discussions and meetings regarding the project.

Sara Benton addressed the Mayor and Council with an introduction of the teams compiled to carry out the project and showcased the sector plan area that consisted of portions of Hyattsville, Brentwood, and Mount Rainier. She described that the area was approximately 1,081 acres, bordered to the north by the Prince George's Plaza Transit District Overly Zone (TDOZ), bordered to the south by Washington, DC, and fell within Planning Area 68 while surrounding the area designated for the 2006 West Hyattsville Transit District Development Plan (TDDP).

Ms. Benton displayed an illustrative document that showed the West Hyattsville – Queens Chapel jurisdictional boundaries and relayed the reasons for the project which included the replacement of the 2006 TDDP, changes made to zoning ordinances and evolving economic conditions which affected the area's general plan. She stated that the intentions for West Hyattsville were in accordance with the Plan Prince George's 2035 Approved General Plan.

Ms. Benton listed the primary objectives and goals of the project citing the identification and analysis of existing conditions, determining a new and attainable vision for the area considering feedback from the community, establishing policies and strategies for implementation, and finally, progressing the 2035 General Plan. Ms. Benton noted that the sector plan would take and implement recommendations for land use, economic growth and prosperity, transportation and mobility, the natural environment, housing and neighborhoods, community heritage, culture, and design, resident health, and public facilities.

She provided further detail regarding the sector plan elements describing that their team would assess input regarding the existing conditions from community focus groups, stakeholder interviews, and public events. Ms. Benton reiterated that the community would be essential in prioritization and the details that would go into each step of the project. She noted that there



## REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD MONDAY, NOVEMBER 2, 2020 7:00 PM

---

were many challenges to navigate in order to reach their goal including those presented by the COVID-19 pandemic, bilingual outreach, overall feasibility, affordable housing, gradual transition to alternative means of transportation, and environmental considerations.

Ms. Benton provided insight as to the preferred timeline in which existing conditions would be examined in November 2020, followed by open house events, community workshops, focus groups and a final report expected to be delivered in July 2021. She stated that past focus group meetings and stakeholder meetings returned a great deal of interest and participation and that she and her team continued to develop methods of outreach to garner the attention of more members of the community.

**Councilmember Simasek** commented that he would like to see the Hyattsville riverfront incorporated as a public asset that connects residents from different areas and that he endorsed protecting and supporting local businesses that provide character to the area. Ms. Benton responded that she and her team were examining connectivity within the project and were further analyzing the northwest branch and other solutions.

**Councilmember Haba** requested elaboration about what affordable housing measures were being considered by the County to which Ms. Benton replied that although she did not have a direct answer, it was considered a priority and added that it was also important to find affordability solutions for long-time resident seniors who wanted to remain in the City.

**Ward 5 Councilmember Erica Spell Wolf** expressed her preference to see more pedestrian and bike-friendly aspects incorporated into the project to which Ms. Benton responded that it was a factor they were taking into consideration and they were using the Hyattsville transportation study as a resource.

**Councilmember Solomon** referenced the statistics from the kick-off party held and asked if there was data that reflected the participation broken down by English and Spanish speaking residents to which Ms. Benton explained that only six (6) Spanish speaking residents out of over 160 attended the kick-off event and that it was essential to develop better outreach strategies to reach more demographics. She stated that her team would be working with Parks and Recreation and would be open to working with the City of Hyattsville to better strategies and come up with new ways to reach more residents.

### 9. Proclamations (8:10 p.m. - 8:15 p.m.)

#### 9.a) Proclamation Recognizing Native American Heritage Month

[HCC-120-FY21](#)

**Sponsor:** City Administrator

**Co-Sponsor(s):** N/A

[Native American Heritage Month 2020](#)

I move that Mayor and Council adopt a proclamation to declare November 2020 as Native American Heritage Month in the City of Hyattsville.



**REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD**  
**MONDAY, NOVEMBER 2, 2020 7:00 PM**

---

**9.b) Proclamation Recognizing November 2020 as Municipal Government Works Month**

[HCC-121-FY21](#)

**Sponsor:** City Administrator

**Co-Sponsor(s):** N/A

[Municipal Government Works Month 2020](#)

I move that the Mayor and Council recognize November 2020 as Municipal Government Works Month in the City of Hyattsville.

**9.c) Proclamation Recognizing American Education Week**

[HCC-122-FY21](#)

**Sponsor:** City Administrator

**Co-Sponsor(s):** N/A

[American Education Week 2020](#)

I move that the Mayor and Council adopt a proclamation in honor of American Education Week, November 20 - 24, 2020.

**9.d) Proclamation Recognizing Veterans Day**

[HCC-124-FY21](#)

**Sponsor:** City Administrator

**Co-Sponsor(s):** N/A

[Veterans Day Proclamation 2020](#)

I move that the Mayor and Council proclaim November 11, 2020, to be Veterans Day in the City of Hyattsville.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Ward
<b>SECONDER:</b>	Haba
<b>AYES:</b>	Hollingsworth, Ward, Suiter, Lawrence, Croslin, Schaible, Simasek, Haba, Peabody, Solomon, Spell Wolf
<b>ABSENT:</b>	None

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

**10.a) Removing Unjust Penalties in the Municipal Charter and Code - Imprisonment**

[HCC-94-FY21](#)

**Sponsor:** City Administrator

**Co-Sponsor(s):** N/A

I move that the Mayor and Council direct the City Attorney to remove all existing references to imprisonment or jail as a penalty for violations of the municipal charter and code.



**REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD**  
**MONDAY, NOVEMBER 2, 2020 7:00 PM**

---

**10.b) Hyattsville Ordinance 2020-06: Vote-by-Mail Election Procedures**

[HCC-97-FY21](#)

**Sponsor:** City Administrator

**Co-Sponsor(s):** N/A

[Chapter 8 Revisions 10.14.20 SC](#)

[Election Presentation July 20](#)

[Election Calendar 2021](#)

[2018 VBM Motion](#)

I move the Mayor and Council adopt Hyattsville Ordinance 2020-06, an ordinance whereby the City Council amends Chapter 8 of the Hyattsville Code to change the day of the election, provide for an all Vote-by-Mail election, update, reorganize, and refine Chapter 8 to improve its overall clarity and better define the City's election policies and procedures (SECOND READING & ADOPTION)

**10.c) 2021 Council Regular & Budget Meeting Calendar**

[HCC-114-FY21](#)

**Sponsor:** City Administrator

**Co-Sponsor(s):** N/A

[2021 Council Meeting Calendar](#)

[Calendar of Budget Presentations FY22](#)

I move that the Mayor and Council adopt the 2021 Council Meeting Schedule and the FY-2022 Budget Meeting Schedule.

**10.d) Continuation of Lease of 4629 Baltimore Avenue**

[HCC-115-FY21](#)

**Sponsor:** City Administrator

**Co-Sponsor(s):** N/A

[191022 - Contract - 4629 lease fully signed](#)

I move that the Mayor and Council authorize the City Administrator to negotiate and enter into an agreement to continue the lease of 4629 Baltimore Avenue for a period of six (6) months and authorize an expenditure not to exceed \$36,000 for the term of the lease, pending legal review.

**10.e) Decommissioning and Surplus of Public Works Equipment**

[HCC-117-FY21](#)

**Sponsor:** City Administrator

**Co-Sponsor(s):** N/A

[201028 - memo - surplus items](#)

I move that the Mayor and Council authorize the decommissioning and disposal of the Public Works vehicles and equipment noted in the memo dated October 28th, 2020.



**REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD**  
**MONDAY, NOVEMBER 2, 2020 7:00 PM**

**10.f) Zoning Variance Request: V-18-20 - 5004 38th Avenue, Hyattsville**

[HCC-118-FY21](#)

**Sponsor:** City Administrator

**Co-Sponsor(s):** N/A

[Memo - V-18-20](#)

[Information for Hyattsville V-18-20](#)

[City of Hyattsville Zoning Variance Policy Statement and Variance Process 10 3 11](#)

I move that the City Council authorize the Mayor to send correspondence to the Prince George's County Board of Zoning Appeals stating the City of Hyattsville's support for Variance Request V-18-20, a request of 2-foot side lot line setback and a request of 4-foot side-yard width consistent with the existing structure for the purpose of constructing a new rear addition to the residential structure at the subject property located at 5004 38th Avenue, Hyattsville.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Ward
<b>SECONDER:</b>	Haba
<b>AYES:</b>	Hollingsworth, Ward, Suiter, Lawrence, Croslin, Schaible, Simasek, Haba, Peabody, Solomon, Spell Wolf
<b>ABSENT:</b>	None

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

**11.a) Health Care, Prescription Drug, and Dental Care Rates for CY21**

[HCC-129-FY21](#)

**Sponsor:** City Administrator

**Co-Sponsor(s):** N/A

I move that the Mayor and Council approve the 2021 calendar year health insurance premium rates which have increased an average of 5% in all plans. To address the increase, the City will increase its flat rate contribution from \$399 to \$411 for individuals; from \$700 to \$722 for Individual plus one (1); and from \$910 to \$933 for individuals plus two (2) or more. This will result in the City responsible for approximately ½ of the increase and the employees responsible for the remaining amount. Employees' contributions per pay is approximately \$6 for single, \$11 for individual plus one (1), and \$15 for family. There is no change in the prescription drug plan, so the employee contribution remains unchanged. The increase in the Dental PPO and HMO Plans for employees per pay, is less than \$4 depending on their level of elected coverage and will be paid by the employees. ~~...end.~~

Director of Human Resources, Vivian Snellman, clarified that the employee contributions per pay was increased approximately \$6 for single, \$11 for individual plus one (1), and \$15 for family was in addition to the amount that was currently being charged to employees and the amounts were not singular.



**REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD**  
**MONDAY, NOVEMBER 2, 2020 7:00 PM**

City Treasurer Ron Brooks supplemented that this was the first increase to the flat rates in three and a half (3.5) to four (4) years.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Ward
<b>SECONDER:</b>	Haba
<b>AYES:</b>	Hollingsworth, Ward, Suiter, Lawrence, Croslin, Schaible, Simasek, Haba, Peabody, Solomon, Spell Wolf
<b>ABSENT:</b>	None

**11.b) Provide a \$10,000.00 Pandemic Relief Donation to Route One Community Cares**  
**[HCC-113-FY21](#)**

**Sponsor:** Schaible

**Co-Sponsor(s):** Simasek, Spell Wolf

[GRC&ROCC fact sheet](#)

[ROCC funding Request Sept 23 2020](#)

I move that the Mayor and Council approve a \$10,000 donation to Route One Community Cares (ROCC).

These funds shall be used to purchase meals from restaurants exclusively within the incorporated limits of the City of Hyattsville. Further, these meals will only be distributed at sites within the incorporated limits of the City of Hyattsville. At \$10 per meal, these funds will provide 1,000 meals for individuals in need directly from the City.

Funding will be made available from the unspent balance previously appropriated for the Hyattsville Pandemic Relief funding originally allocated to Employ Prince George's.

**Councilmember Schaible** addressed the Body with a summary of the item stating that the initiative was in partnership with Riverdale Community Cares and Hyattsville Community Development Corporation (CDC) that would provide fresh meals to those in need due to the COVID-19 health crisis. He explained that the program had already received more than \$17K from small donors.

**Councilmember Schaible** noted that in addition to contributions from small donors, the program had received \$10K from University Park, \$10K from College Park, and \$20K from Prince George's County. He expressed that it was of great benefit to residents and had garnered solid support to that point and cited two (2) distribution centers in the City of Hyattsville with a third pending, participating restaurants and restaurants that would potentially be included, and stated that the funds that would be provided by the City were a sum of unspent funds that would otherwise be returned to the general balance.

**Ward 4 Councilmember Daniel Peabody** inquired as to whether any of the proposed \$10K would be used for administrative fees or overhead cost and requested details regarding the degree to which City residents were in need referencing weekly food distributions and other charitable programs provided by the City. **Councilmember Schaible** responded that he was of the



## REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD MONDAY, NOVEMBER 2, 2020 7:00 PM

---

understanding that all those involved were volunteers and the entirety of the funds being requested would go directly to providing meals to residents. City Administrator Tracey Douglas added that City staff had been working through a vulnerability assessment to identify vulnerable areas within the City as well as areas with larger populations of residents who could benefit from charitable efforts and that, over time, they would be able to determine target areas. Recreation, Programs, and Events Manager Cheri Everhart noted that the focus had been primarily on seniors but a survey would be sent to all residents at the end of November and confirmed that approximately 90% of residents who took advantage of the food giveaways lived within the incorporated City limits.

**Councilmember Croslin** asked if any of the allocated funds were unspent and returned to which Ms. Douglas responded that Employ Prince George's (EPG) was likely to return about \$50K and Treasurer Ron Brooks replied that a report would be provided to the Body at the end of the week that would bring further clarity to the status of charitable funding. Assistant City Administrator Jim Chandler added that at that time data was not available to discern what money that had been appropriated for childcare had been spent or was to be returned.

**Councilmember Haba** expressed support for the motion commenting that he was grateful it could be done and reiterated its importance.

**Vice President Suiter** expressed her full support for the motion stating that she had seen the need for food and food drives firsthand and stressed the importance of using known and familiar locations for food distribution events.

**Councilmember Solomon** echoed the sentiments and support of his colleagues agreeing that there was an ongoing need for the City and asked Assistant City Administrator Jim Chandler to elaborate on the remaining balances to which Mr. Chandler responded that the veteran category and the general business fund had been exhausted, but there were still funds available for artists and childcare. Mr. Chandler continued that a report would be released that would reflect the up-to-date status of all funds and at that time potential reallocations would be discussed.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Ward
<b>SECONDER:</b>	Haba
<b>AYES:</b>	Hollingsworth, Ward, Suiter, Lawrence, Croslin, Schaible, Simasek, Haba, Peabody, Solomon, Spell Wolf
<b>ABSENT:</b>	None

### 12. Discussion Items (8:50 p.m. - 9:10 p.m.)

#### 12.a) Implementing Participatory Budgeting

[HCC-99-FY21](#)

**Sponsor:** Hollingsworth

**Co-Sponsor(s):** N/A



## REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD MONDAY, NOVEMBER 2, 2020 7:00 PM

---

I move that the Mayor and Council establish an ad hoc advisory committee to develop recommendations for a plan to establish a participatory budgeting process beginning with the FY23 budget.

**Mayor Hollingsworth** introduced the legislation and provided a history and summary of the measure stating that participatory budgeting is a practice in which community members are responsible for the spending of a portion of the budget in ways that they deem fit. She further explained that the motion would allow for the creation of an ad hoc committee to provide recommendations for the Mayor and Council to consider as early as the FY23 budget process.

**Mayor Hollingsworth** went into further detail regarding the steps of the process in establishing a mechanism for participatory budgeting and described the ways in which community involvement would be conducted and how residents feedback would be considered and implemented.

**Councilmember Haba** expressed support for the motion and recommended that the individuals who make up the ad hoc committee consist of one (1) member of each sitting committee and two (2) members not associated with a committee from each ward.

**Mayor Hollingsworth** explained the rationale for the way the makeup of the committee would be established to which **Councilmember Haba** was supportive but asked that the language clearly state and provide for equity and perspective from all parts of the community.

**Councilmember Spell Wolf** requested further detail regarding the percentage of the overall budget that would be parsed for participatory budgeting or if there were any recommendations to which **Mayor Hollingsworth** replied that the advisory board would be responsible for deciding what amount would be focused on the measure and noted that the Council had the flexibility to approve all or part of the recommendations from the board and adjust aspects for the purpose and at the times in which they deemed fit.

**Councilmember Simasek** expressed his support for the item and stated he was interested to see how it would be implemented asking which responsibilities would fall on committee members and which would be the onus of staff to which **Mayor Hollingsworth** contemplated that the question had not been fully answered as of that time and that there was no reason resources couldn't be provided to the Body to gather sentiments from residents through informal surveys similar to what other committees had done previously.

**Councilmember Schaible** expressed his general support and thanked the Mayor and Body for the proposed process.

**Mayor Hollingsworth** asked the Body to consider the return of the measure at the following meeting and ensured that she would clarify the geographical diversity piece and include language that would allow the committee to receive resident input regarding how to design the process.



**REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD**  
**MONDAY, NOVEMBER 2, 2020 7:00 PM**

---

**12.b) Prince George's County Zoning Rewrite: §27-05**

**[HCC-123-FY21](#)**

**Sponsor:** At the Request of the City Administrator

**Co-Sponsor(s):** N/A

[Memo - County Zoning Rewrite - Section 27 - 10.26.2020 Final](#)

[CB-013-2018 - PART 27-5 - USE REGULATIONS - Pg 74](#)

Discussion Only

Assistant City Administrator Jim Chandler introduced the item that would consider minor text amendments to the zoning rewrite sector plan with the intention of clarifying the language to make it simple for the layperson to understand and to communicate a clear set of rules and an understanding of what regulations are applicable to businesses.

Mr. Chandler noted that some things were unclear regarding eating and drinking establishments as many of the buildings that housed businesses were close to 100 years old and were, therefore, under regulations adequate from that time that caused business owners concern about the updated zoning ordinance that could adversely affect their ability to operate.

Mr. Chandler stated that revised language had been provided to the Mayor and Council and would return for further discussion and consideration later that month.

**13. Council Dialogue (9:10 p.m. - 9:20 p.m.)**

**Councilmember Solomon** encouraged everyone to vote in the 2020 national election.

**Councilmember Spell Wolf** directed all participants and residents to vote.

**Councilmember Peabody** acknowledged election day and provided details on voting availability and remaining voting initiatives and events.

**Councilmember Haba** encouraged all to vote and thanked all who participated in the Ward 4 check-in.

**Councilmember Simasek** noted the upcoming Ward 3 check-in and stressed the importance of participation in the 2020 election and staying safe amid the health crisis.

**Councilmember Croslin** echoed the comments of his colleagues and asked that everyone who would be voting in person be safe and respectful of others' safety.

**Vice President Suiter** reiterated the directive to vote and provided information as to transportation resources that provided transfer to and from voting locations.

**Council President Kevin Ward** requested that everyone who can vote and also to have a plan to vote and encourage acquaintances and friends to vote. He thanked the Complete Count Committee for their efforts in the 2020 Census.



**REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD  
MONDAY, NOVEMBER 2, 2020 7:00 PM**

---

**Mayor Hollingsworth** reminded all that obstacles remained for some voters citing intimidation, misinformation, and poor communication and provided details and resources to receive instruction on how to ensure that one’s vote is received and recorded.

**14. Community Notices and Meetings**

**14.a) Main City Calendar November 3 - November 16, 2020**

[HCC-126-FY21](#)

**Sponsor:** At the Request of the City Administrator

**Co-Sponsor(s):** N/A

[Main City Calendar Nov 3 - Nov 16 2020 FINAL](#)

**15. Motion to Adjourn**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Croslin
<b>SECONDER:</b>	Suiter
<b>AYES:</b>	Hollingsworth, Ward, Suiter, Lawrence, Croslin, Schaible, Simasek, Haba, Peabody, Solomon, Spell Wolf
<b>ABSENT:</b>	None

The meeting adjourned at 9:19 p.m.

**ATTEST:  
November 10, 2020**

**Laura Reams, City Clerk**

**Sean Corcoran, Deputy City Clerk**