

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_kY23hXILSrSPU-b_oaj54g

Monday, May 6, 2024

7:00 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
Jimmy McClellan, Ward 3
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

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 prior to the scheduled meeting (generally available no later than the Friday prior to the scheduled Monday meeting). Please note, times given for agenda items are estimates only. Matters other than those indicated on the agenda may also be considered at Council discretion.

AMERICANS WITH DISABILITY ACT: In compliance with the ADA, if you need special assistance to participate in this meeting or other services in conjunction with this meeting, please contact the City Clerk's Office at (301) 985-5009. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

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

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

WAYS TO WATCH THE MEETING LIVE: City Council meetings are broadcast live on cable television channel 71 (Comcast) and channel 12 (Verizon). You may also view meetings live online at hyattsville-md.granicus.com/MediaPlayer.php?camera_id=2

REPLAY SCHEDULE: The meetings will be re-broadcast on cable television, channel 71 (Comcast) and channel 12 (Verizon) daily at 7:00 a.m., 1 p.m., and 8 p.m. Meetings are also able for replay online at www.hyattsville.org/meetings.

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

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

Meeting Notice:

The Hyattsville City Council will hold its meeting on Monday, May 6, 2024 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.

PUBLIC PARTICIPATION:

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

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

- 1. Call to Order and Council Roll Call**
- 2. Pledge of Allegiance to the Flag**
- 3. Approval of Agenda**
- 4. Public Comment (7:10 p.m. – 7:20 p.m.) Complete Speaker Card, Limit 2 minutes per speaker**
- 5. Presentations (7:20 p.m. - 7:35 p.m.)**

5.a. Proclamation Recognizing Chef Tobias Dorzon as the 2024 Chef of the Year [HCC-310-FY24](#)

I move the Mayor and Council adopt the proclamation recognizing Chef Tobias Dorzon for receiving the distinction of 2024 Chef of the Year by the Restaurant Association of Maryland.

Sponsors: City Administrator

Department: Community & Economic Development

Attachments: [CM 0506 Chef Tobias Dorzon_Chef of the Year.pdf](#)

5.b. MMCA 2024 Clerk of the Year [HCC-300-FY24](#)

For presentation only.

Sponsors: City Administrator

Department: City Clerk

6. City Administrator Update (7:35 p.m - 8:00 p.m.)**7. Open Meetings Act Compliance Statement****8. Proclamations****8.a. Proclamation of Asian American Native Hawaiian Pacific Islander Heritage Month** [HCC-291-FY24](#)

I move that the Mayor and Council adopt a proclamation recognizing May 2024 as Asian American Native Hawaiian Pacific Islander Heritage Month in the City of Hyattsville.

Sponsors: City Administrator

Department: City Clerk

Attachments: [CM 0506 Asian Pacific Native Hawaiian American Heritage Month 2024.pdf](#)

8.b. Proclamation Recognizing Jewish American Heritage Month [HCC-293-FY24](#)

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

Department: City Clerk

Attachments: [CM 0506 Jewish American Heritage Month 2024.pdf](#)

8.c. Proclamation Celebrating May 2024 as Mental Health Awareness Month in the City of Hyattsville [HCC-294-FY24](#)

I move that the Mayor and Council proclaim May 2024 as Mental Health Awareness Month in the City of Hyattsville.

Sponsors: City Administrator

Department: City Clerk

Attachments: [CM 0506 Mental Health Month 2024.pdf](#)

8.d. Proclamation of Citizenship Celebration Day [HCC-295-FY24](#)

I move that the Mayor and Council proclaim May 4, 2024, as Citizenship Celebration Day in the City of Hyattsville.

Sponsors: City Administrator

Department: City Clerk

Attachments: [CM 0506 Citizen Celebration Day 2024.pdf](#)

8.e. Proclamation of Children’s Mental Health Matters Week [HCC-296-FY24](#)

I move that the Mayor and Council adopt a proclamation recognizing May 5-11, 2024 as Children’s Mental Health Matters week in the City of Hyattsville.

Sponsors: City Administrator

Department: City Clerk

Attachments: [CM 0506 Childrens Mental Health Matters Week 2024.pdf](#)

8.f. Proclamation of Municipal Clerks Week [HCC-297-FY24](#)

I move that the Mayor and Council adopt a proclamation recognizing the week of May 5 through May 11, 2024, as Municipal Clerks Week in the City of Hyattsville.

Sponsors: City Administrator

Department: City Clerk

Attachments: [CM 0506 Municipal Clerks Week 2024 .pdf](#)

8.g. Proclamation Recognizing National Peace Officers Memorial Day and National Police Week [HCC-298-FY24](#)

I move that the Mayor and Council adopt a proclamation recognizing May 15 through May 21, 2024 as National Police Week and May 15, 2023 as Peace Officers Memorial Day in the City of Hyattsville.

Sponsors: City Administrator

Department: City Clerk

Attachments: [CM 0506 National Police Week and Peace Officers' Memorial Day 2024.pdf](#)

- 8.h.** Proclamation Celebrating May 2024 as Older Americans' Month in the City of Hyattsville [HCC-312-FY24](#)

I move that the Mayor and Council proclaim May 2024 as Older Americans' Month in the City of Hyattsville.

Sponsors: City Administrator

Department: Community Services

Attachments: [CM 0506 Older Americans Month Proclamation.pdf](#)

9. Appointments

- 9.a. Appointment to the Race and Equity Task Force** [HCC-301-FY24](#)

I move that the Mayor and Council approve the appointments of Rosheen Kabraji (Ward 2) to the Race and Equity Task Force for a term of two (2) years to expire on May 31, 2026.

Sponsors: Haba

Department: City Clerk

Attachments: [Rosheen Kabraji W2 Apr 14 2024 redac.pdf](#)

- 9.b. Appointments to the Police and Public Safety Citizens' Advisory Committee** [HCC-302-FY24](#)

I move that the Mayor and Council approve the appointments of Mark Culberson (Ward 3) to the Police and Public Safety Citizen's Advisory Committee for a term of two (2) years to expire on May 31, 2026.

Sponsors: Strab

Department: City Clerk

Attachments: [Mark Culberson W3 Jan 9 2024 redac.pdf](#)

10. Consent Items (8:00 p.m. - 8:05 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.

10.a. Renovation of DPW Wash Bay[HCC-257-FY24](#)

I move the Mayor and Council authorize an expenditure not to exceed \$225,000 to SMC for the renovation of the truck wash bay at Public Works under their existing contract with the City.

Sponsors: City Administrator

Department: Public Works

Attachments: [2024 03 20 ES-24-058 Hyattsville SMC T035](#)

**10.b. Hyattsville Ordinance 2024-01: Procurement & Contracting Procedures:
Second Reading and Adoption**[HCC-299-FY24](#)

I move the Mayor and Council adopt Hyattsville Ordinance 2024-01, an ordinance whereby the City Council amends the City Code in order to modernize and codify the City's contracting and procurement policies (SECOND READING).

Sponsors: City Administrator

Department: City Clerk

Attachments: [Hyattsville Ordinance 2024-01 Chapter 6 Procurement FINAL](#)
[Hyattsville PPT Procurement Charter and Code April 2024](#)

10.c. ARPA: City Building Elevator Modernization[HCC-303-FY24](#)

I move the Mayor and Council authorize the City Administrator to enter into an agreement with Kencor, LLC for the modernization of the elevator in the City Municipal Building at 4310 Gallatin Street, pending legal review. An encumbrance not to exceed \$204,000 is authorized to be funded using American Rescue Plan Act (ARPA) funds. The Treasurer is authorized to make the budget amendments necessary to encumber these funds.

Sponsors: City Administrator

Department: Public Works

Attachments: [City of Hyattsville Modernization Proposal 2024](#)

10.d. ARPA: SMC Contract Change Order and Bioretention Maintenance [HCC-304-FY24](#)

I move the Mayor and Council authorize the City Administrator to execute a change order to the existing contract with SMC to increase the not to exceed value of the contract to \$1,500,000 and extend the end date of the contract to December 31, 2025. Additionally, an expenditure not to exceed \$133,000 is authorized, to be funded using American Rescue Plan Act (ARPA) funds for the maintenance of bioretention facilities, rain gardens, and other stormwater infrastructure throughout the City. The Treasurer is authorized to make the budget amendments necessary to encumber the funds authorized.

Sponsors: City Administrator

Department: Public Works

Attachments: [ES-23-650 BMP Routine Maintenance_SMC TO32 Proposal](#)

10.e. Variance Request V-11-24, 4105 Oliver Street [HCC-305-FY24](#)

I move the City Council authorize the Mayor to provide correspondence to the Prince George's County Board of Zoning Appeals in support of zoning variance application V-11-24, to permit a 15 feet lot width at the building line, a 2 feet lot width at front street line, and a security exemption for a wall over 4 feet in height in the required front yard for the subject property located at 4105 Oliver Street.

Sponsors: City Administrator

Department: Community & Economic Development

Attachments: [V-11-24 Application](#)
[2024-04-10 Memo-V-11-24 Final.ju](#)

10.f. PLMS Contract Change Order and Maintenance of MD 500 and MD 410 [HCC-306-FY24](#)

I move the Mayor and Council authorize the City Administrator to execute a change order to the existing alley maintenance contract with Professional Lawn Maintenance Services (PLMS) to increase the not to exceed value of the contract to \$350,000 and extend the end date of the contract to June 30, 2027. Additionally, an expenditure not to exceed \$28,000 is authorized to be funded from the operating budget from the Department of Public Works for the Maintenance of MD500 and MD410 per the MOU approved by Council in April 2024. The Treasurer is authorized to make the budget amendments necessary to encumber the funds authorized.

Sponsors: City Administrator

Department: Public Works

Attachments: [Estimate 1467 from Professional Lawn Maintenance Services \(1\)](#)

10.g. MOU: Town of Brentwood for the Police Mental Wellness Check-In Initiative [HCC-309-FY24](#)

I move that Mayor and Council authorize the City Administrator to enter into a Memorandum of Understanding with the Town of Brentwood concerning the HPD's Mental Wellness Check-in Initiative.

Sponsors: City Administrator

Department: Police Department

10.h. Disbursement of Mayor Discretionary Funds [HCC-311-FY24](#)

I move that the Mayor and Council authorize the disbursement of \$300 from the Mayor's Discretionary Fund to Ashley Payne to sponsor her participation in the Miss Maryland pageant.

Sponsors: Croslin

Department: Legislative

10.i. ARPA: Grant Writer Contract [HCC-313-FY24](#)

I move that the Mayor and Council authorize the City Administrator to execute a contract with LA Perez Consulting for grant writing support in an amount not to exceed \$60,000 of ARPA funds, pending legal review.

Sponsors: City Administrator

Department: Legislative

10.j. FY24 General Fund Budget Adjustments and Transfer of Appropriations [HCC-317-FY24](#)

I move that the Mayor and Council authorize the Treasurer to amend the FY24 General Fund Budget by adjusting and transferring available budget appropriations in various line-items and between departments to address year-end operational expenditures before June 30, 2024.

Sponsors: City Administrator

Department: Finance

11. Action Items (8:05 p.m. - 8:25 p.m.)

11.a. FY25 Council Budget Amendment: Develop a Hyattsville Climate Action Plan [HCC-318-FY24](#)

I move that the Mayor and Council include \$100,000 in the FY25 budget for the procurement of a Climate Action Plan (CAP), to establish a comprehensive decarbonization strategy for the City of Hyattsville.

Sponsors: Schaible

Department: Legislative

Attachments: [Draft Climate Action Plan 01-15-2022](#)
[Maryland's Climate Pollution Reduction Plan - Final - Dec 28 2023](#)

12. Discussion Items (8:25 p.m. - 9:00 p.m.)**12.a. FY25 Council Budget Amendment: Race & Equity Task Force Program Funding** [HCC-314-FY24](#)

For discussion: I move the Mayor and Council include \$3,000 in the FY25 budget for the Race & Equity Task Force to use for public engagement.

Sponsors: Haba

Department: Legislative

12.b. FY25 Council Budget Amendment: Program Data Analyst [HCC-315-FY24](#)

For discussion: I move the Mayor and Council include \$50,000 in the FY25 budget for the City to contract the services of a program data analyst.

Sponsors: Haba

Department: Legislative

13. Council Dialogue (9:00 p.m. - 9:10 p.m.)**14. Motion to Adjourn**