

City of Hyattsville

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



Meeting Minutes

Monday, February 26, 2024

7:00 PM

In Person Multipurpose Room-FY25 Work Session

4310 Gallatin Street

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 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, you may register with the City Clerk in person prior to the meeting. During the Public Comment period you will be allowed 2 minutes to speak. 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.

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, February 26, 2024 in-person in the Multipurpose Room of the Hyattsville Municipal City Building located at 4310 Gallatin Street.

PUBLIC PARTICIPATION:

If you wish to address the Council during the Public Comment period, you may register with the City Clerk in person prior to the meeting. During the Public Comment period you will be allowed two (2) minutes to speak. 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. Upon conclusion of the Public Comment portion of the meeting the public may observe but not interact or engage in discussion with the Council in any form for the remainder of the meeting.

1. Call to Order and Council Roll Call

The meeting was called to order at 7:03 p.m.

Also Present:

City Administrator-Tracey Douglas
Acting Director of Community and Economic Development-Debi Sandlin
City Treasurer-Ron Brooks
Chief of Police-Jarod Towers
Director of Public Works-Lesley Riddle
Director of Community Services-Sandra Shepherd
Director of Human Resources-Jay Joyner
City Clerk-Laura Reams
Deputy City Clerk-Nate Groenendyk
Deputy Director of Public Works-Priyanka Joshi
Deputy Director of Public Works-Hal Metzler
Deputy Director of Community Services-Cheri Everhart
Emergency Services Coordinator-Reggie Bagley
ARPA Funds Manager-Patrick Paschall
Deputy Chief of Police-Laura Lanham
Race and Equity Officer-Shakira Louimarre
Communications Manager-Cindy Zork
Human Resources Generalist-Janel Beckett
Housing Manager-David Cristeal

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 Jimmy McClellan
Councilmember Edouard Haba

2. Pledge of Allegiance to the Flag

3. Approval of Agenda

A motion was made by Council President Solomon, seconded by Councilmember Sandino, that the Agenda be Approved. The motion carried by the following vote:

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

Absent: McClellan, and Haba

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

No public comment.

5. Presentations (7:20 p.m. - 9:30 p.m.)

FY25 Budget Process Overview[HCC-212-FY24](#)

City Administrator Tracey Douglas and City Treasurer Ron Brooks will open the FY25 Budget discussions with an overview of the process. Next steps for the FY25 budget will be reviewed at the end of the meeting.

Sponsors: City Administrator

Attachments: [Budget Worksession 2025 - FINAL](#)

City Administrator Tracey Douglas and City Treasurer Ron Brooks gave an overview of the City's FY25 budget process and priorities.

Mayor Croslin asked what would happen if the City did not receive anticipated revenues and if that would result in the City pulling from the carry forward balance.

Treasurer Brooks provided information on the operation of the City's carry forward balance and the City's current situation regarding estimated revenues. He added that the reserve balances can be used to offset losses in revenue or expenditures that exceed the anticipated budget.

Council President Solomon clarified that adding items to the approved budget would require eight votes.

City Administrator Douglas stated that Council's Executive Committee would be consulted in the process.

Treasurer Brooks noted the legal procedures for the appropriation of funding.

City Administrator Douglas noted that there are unknowns for the upcoming budget including the cost-of-living increase for employees, the possible hiring of a lobbyist or grant writer, the Hyattsville BID, the Time to Care Act, and the rent stabilization program. She added that the City has existing action ready plans and strategic plans in process including the Sustainability Plan, Affordable Housing Plan, Business Retention and Expansion Plan, Pedestrian Safety Plan.

Councilmember Redmond asked how the City can know the full cost of running the City when some positions are left vacant and the City is never fully staffed.

City Administrator Douglas discussed the natural hire lag that occurs when a position is vacated, and the difficulty in filling some positions. She added that sometimes the delay in hiring is intentional, and the true cost of running the City is what is budgeted for.

Departmental Presentations[HCC-214-FY24](#)

During this portion of the meeting, Councilmembers will meet individually or in small groups with City departments. City departments will provide a high level overview of departmental mission & functions, year-to-date Fiscal Year 2024 expenditures, and proposed programs and projects planned for Fiscal Year 2025.

Sponsors: City Administrator

The Mayor and Council rotated through departmental tables, spending ten minutes at each table.

6. Council Dialogue (9:30 p.m. - 9:40 p.m.)**7. Motion to Adjourn**

The meeting adjourned at 9:15 p.m.

A motion was made by Council President Solomon, seconded by Council Vice-President Waszczak, that the meeting be adjourned. The motion carried by the following vote:

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

Absent: McClellan, and Haba