# City of Hyattsville

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

## Meeting Minutes

**Tuesday, January 3, 2023**

**7:00 PM**

**Register in advance for this webinar:**
**https://us06web.zoom.us/webinar/register/WN_PyTRWGQLTuuaYSSaHa_zbQ**

**Virtual**

## City Council

**Robert S. Croslin, Mayor**
**Joseph Solomon, Council President, Ward 5**
**Danny Schaible, Council Vice President, Ward 2**
**Sam Denes, Ward 1**
**Joanne Waszczak, Ward 1**
**Emily Strab, Ward 2**
**Ben Simasek, Ward 3**
**Jimmy McClellan, Ward 3**
**Edouard Haba, Ward 4**
**Daniel Peabody, Ward 4**
**Rommel Sandino, Ward 5**

**ADMINISTRATION**
**Tracey E. Douglas, City Administrator**
**Laura Reams, City Clerk, 301-985-5009, cityclerk@hyattsville.org**

**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 using the eComment feature at www.hyattsville.org/meetings or via email to cityclerk@hyattsville.org no later than two (2) hours prior to the start of the meeting. All participants shall remain respectful in their contributions and associated functions of the virtual meeting interface are not intended for public dialogue or discussion.

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

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 Tuesday, January 3, 2023 remotely via video conference. The Council meeting will be conducted entirely remotely; there will be no in-person meeting attendance.

Register in advance for this webinar:
https://us06web.zoom.us/webinar/register/WN_PyTRWGQLTuuaYSSaHa_zbQ

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.

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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.

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

The meeting was called to order at 7:07 p.m.

Also present:
City Administrator-Tracey Douglas
Deputy City Administrator-Consuela Barbour
Assistant City Administrator-Jim Chandler
City Treasurer-Ron Brooks
Chief of Police-Jarod Towers
Director of Community Services-Sandra Shepherd
City Clerk-Laura Reams
Deputy City Clerk-Nate Groenendyk
Deputy Director of Public Works-Hal Metzler
American Rescue Plan Fund Program Manager-Patrick Paschall

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| **Present:** | Mayor Robert Croslin |
| | Council President Joseph Solomon |
| | Councilmember Emily Strab |
| | Councilmember Sam Denes |
| | Councilmember Joanne Waszczak |
| | Councilmember Ben Simasek |
| | Councilmember Jimmy McClellan |
| | Councilmember Edouard Haba (arrived at 7:20 p.m.) |
| | Councilmember Daniel Peabody |
| | Councilmember Rommel Sandino |
| **Absent:** | Council Vice-President Danny Schaible |

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

**3. Approval of Agenda**

Councilmember Waszczak made a motion to amend the Action Agenda by adding the following motion:

HCC-0103-FY23: Letter to Prince George's County Planning Board re: DSP-21001

I move the Mayor and Council send a letter to the Prince George's County Planning Board to request that they reschedule Agenda Item 6, DSP-21001, currently scheduled for their Thursday, January 5, 2023 meeting, postpone by at least seven (7) days, and re-open registration and the public comment period.

The motion to amend the agenda was seconded by Councilmember Simasek.

Mayor Croslin reiterated the proper process for bringing forth a motion to be considered by the Council, and stated that although the process was not followed, due to the time-sensitive nature of the issue, the motion would be allowed to be voted on.

The motion to amend the agenda was approved unanimously (Absent: Schaible, Haba).
A motion was made by Councilmember Simasek, seconded by Councilmember Waszczak, that the Agenda be Approved as Amended. The motion carried by the following vote:

**Aye:** Croslin, Solomon, Strab, Denes, Waszczak, Simasek, McClellan, Peabody, and Sandino

**Absent:** Schaible, and Haba

**4. Approval of the Minutes**

**4.a. Approval of the Minutes** **HCC-190-FY23**

I move that the Mayor and Council approve the following Council Meeting Minutes: Public Hearing of December 19, 2022, Council Meeting of December 19, 2022, Council Meeting of January 10, 2022, 6 p.m. Public Hearing of February 22, 2022, 6:30 p.m. Public Hearing of February 22, 2022, and Council Meeting of April 18, 2022.

Sponsors: City Administrator

Attachments: MeetingMinutes_December 19_2022
Public Hearing Minutes_Dec 19 2022
MeetingMinutes_Jan 10 2022
Public Hearing 1 Minutes_Feb 22 2022
Public Hearing 2 Minutes_Feb 22 2022
MeetingMinutes_April 18 2022

A motion was made by Councilmember Strab, seconded by Councilmember Simasek, that this agenda item be Approved. The motion carried by the following vote:

**Aye:** Croslin, Solomon, Strab, Denes, Waszczak, Simasek, McClellan, Haba, Peabody, and Sandino

**Absent:** Schaible

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

Chuck Perry provided written comments in opposition to the 3505 Hamilton Street Mural Restoration, in opposition to Hyattsville Ordinance 2022-06: 5G Permits, in support of the ARPA Fund Non-Profit Program Reallocation to Household Emergency Relief Program, in support of future allocation to the Household Emergency Relief Program, and expressed his concern around the allocation of funds to the Hyattsville business sector.

B. Phillip Hummelt of Hamilton Square Partners LLC provided a letter to Council expressing the concerns that he and his partners have about the Authorization for Temporary Use Lease Agreement with Urban Investment Properties at 4508 Hamilton. Specifically, parking, access to the alley, and tenant access to businesses.

**6. Community Notices and Meetings**

**6.a. Main City Calendar: January 4, 2023 - January 17, 2023** **HCC-189-FY23**

N/A

Sponsors: City Administrator

Attachments: City Calendar January 4, 2023 - January 17, 2023

**7. City Administrator Update (7:20 p.m. - 7:50 p.m.)**

City Administrator Tracey Douglas gave an update on City related news and events.

Councilmember Simasek asked for more information about the upcoming Martin Luther King Day programming.

Director of Community Services Sandra Shephard spoke about the youth and senior programming that is being planned.

Council President Solomon asked for public safety information regarding the recent car-jackings in the City.

Chief Towers responded at the beginning of Council Dialogue later in the meeting.

Council President Solomon asked if the Christmas tree pickup, offered by the Department of Public Works, includes residences that do not regularly receive City composting and trash service.

Deputy Director of Public Works Hal Metzler replied that in the past, Christmas tree pickup was limited to those residences that are on the City's regular trash and compost routes.

Council President Solomon requested that all residences in the City be included in the pickup.

**8. Appointments (7:50 p.m)**

**8.a. Re-appointments to Board of Supervisors of Elections** **HCC-193-FY23**

I move the Mayor, with Council approval, re-appoint Zachary Peters, Juan Castillo, and Erin Payne to the Board of Supervisors of Elections for a term of four (4) years beginning January 4, 2023 through January 12, 2027.

Sponsors: Croslin

Attachments: Peters_BOSE Reappointment
Castillo_BOSE Reappointment
Payne_BOSE Reappointment

This agenda item was Approved.

**Aye:** Croslin, Solomon, Strab, Denes, Waszczak, Simasek, McClellan, Haba, Peabody, and Sandino

**Absent:** Schaible

**9. Consent Items (7:50 p.m. - 8:00 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 Haba, to approve the Consent Agenda. The motion carried by the following vote:

**Aye:** Croslin, Solomon, Strab, Denes, Waszczak, Simasek, McClellan, Haba, Peabody, and Sandino

**Absent:** Schaible

**9.a. Zoning Variance Request: V-76-22 - 6117 42nd Avenue, Hyattsville** **HCC-182-FY23**

I move the City Council authorize the Mayor to send correspondence to the Board of Zoning Appeals in support V-76-22 for the subject property at 6117 42nd Avenue, Hyattsville, as the side yard width is an existing condition of the dwelling.

Sponsors: City Administrator

Attachments: Memo - V-76-22
City of Hyattsville Zoning Variance Policy Statement & Variance Process_ENGLISH
V-76-22 Binder

**9.b. Authorization for Temporary Use Lease Agreement** **HCC-187-FY23**

I move the Council authorize the City Administrator to execute a Temporary Lease/Use Agreement with Urban Investment Partners for temporary use of the subject property at 4508 Hamilton Street, Hyattsville, upon review by the City Attorney for legal sufficiency.

Sponsors: City Administrator

Attachments: Memo -Temporary Use Lease Agreement

**9.c. 8th Amendment to Agreement with Applied Digital Solutions, Inc. (ATS) d/b/a Verra Mobility** **HCC-188-FY23**

I move that Mayor and Council authorize the City Administrator to sign the eighth amendment to the agreement between the City of Hyattsville and American Traffic Solutions, Inc. (ATS) to continue the Red Light Camera program for a term of one (1) year, beginning on January 1, 2023 and ending on December 31, 2023.

Sponsors: City Administrator

Attachments: HYATTSVILLE 8th Amendment Renewal

**9.d. 3505 Hamilton Street Mural Restoration** **HCC-192-FY23**

I move that the Mayor and Council authorize an expenditure not to exceed $17,000 to Griffin Studios, Inc. for the restoration and repair of the Cedric Egeli mural located at 3505 Hamilton St.

Sponsors: City Administrator

Attachments: Etimate Restoration Cost for City Council Hyattsville
3505 Mural Pictures

**9.e. Pennoni On-call Transportation Projects** **HCC-195-FY23**

I move that the Mayor and Council authorize an expenditure not to exceed $100,000 to Pennoni for transportation related projects to included speed and traffic calming studies, roadway analysis and design, and transportation grant proposal preparation, writing, and management, as well as additional tasks as required under their existing contract with the City.

Sponsors: City Administrator

Attachments: Reconnecting Communities proposal-Hyattsville
Pennoni Hyattsville- Task 24 Project Rate Sheet
Hyattsville_Task 24_Emerson St Pool_Excavation Investigation
Pennoni Proposal Truck Wash At Arundel Place 102122 (1)
Pennoni Proposal Bike Racks and Reapir Station 091222 (1)
Pennoni Hyattsville- Task 25 Project Rate Sheet
Hyattsville_Task 25_King Park Gazebo Investigation

**9.f. Hyattsville Ordinance 2022-06: 5G Permits** **HCC-196-FY23**

I move the Mayor and Council adopt Hyattsville Ordinance 2022-06, an ordinance whereby the City Council amends Chapter 105, Articles VII and VIII of the Hyattsville Code (SECOND READING & ADOPTION).

Sponsors: City Administrator

Attachments: Hyattsville Ordinance 2022-06 amending Chapter 105 - small cell -
Final Memo - 5G Draft Ordinance

**9.g. Hyattsville Ordinance 2022-08: Updates to Ethics Code** **HCC-197-FY23**

I move the Mayor and Council adopt Hyattsville Ordinance 2022-08, an Ordinance whereby the City of Hyattsville amends its ethics provisions to conform to recent updates to State law as to financial reporting and conflicts of interest (SECOND READING & ADOPTION).

Sponsors: City Administrator

Attachments: 8.26.22 Letter Regarding Changes to Ethics Law
Ordinance 2022-08 Amended Ethics Code - City of Hyattsville

**9.h. Disbursement of Mayoral Discretionary Funds** **HCC-198-FY23**

I move that the Mayor and Council authorize the disbursement of $500 from the Mayor's discretionary fund to Pyramid Atlantic in support of "A Collaboration of Creativity", an exhibition on the print work of David C. Driskell.

Sponsors: Croslin

**9.i. Disbursement of Ward 1 Discretionary Funds** **HCC-199-FY23**

I move that the Mayor and Council authorize the disbursement of $500 from the Ward 1 discretionary fund to Pyramid Atlantic in support of "A Collaboration of Creativity", an exhibition on the print work of David C. Driskell.

Sponsors: Denes and Waszczak

**10. Action Items (8:00 p.m. - 8:15 p.m.)**

Letter to Prince George's County Planning Board re: DSP-21001 **HCC-202-FY23**

I move the Mayor and Council send a letter to the Prince George's County Planning Board to request that they reschedule Agenda Item 6, DSP-21001, currently scheduled for their Thursday, January 5, 2023 meeting, postpone by at least seven (7) days, and re-open registration and the public comment period.

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

**Aye:** Croslin, Solomon, Strab, Denes, Waszczak, Simasek, McClellan, Haba, Peabody, and Sandino

**Absent:** Schaible

**10.a. ARPA: Non-Profit Program Reallocation to Household Emergency Relief Program** HCC-194-FY23

I move that the Mayor and Council reallocate $500,000 of American Rescue Plan Act funds from the Non-Profit Emergency Relief program to the Household Emergency Relief Program and establish and end-date for the Non-Profit Emergency Relief Programs of March 31, 2023.

Sponsors: City Administrator

Councilmember Strab asked for clarity about the establishment of the end dates of the programs.

American Rescue Plan Fund Manager Patrick Paschall responded that the end dates help to establish the parameters for the spending plan for the remaining ARPA funds.

Councilmember Simasek clarified that the end dates established would be for applications to be submitted.

Mr. Paschall confirmed the end dates for the programs are meant to establish the cutoff for submitting applications.

Councilmember Waszczak asked why the non-profit program has not been more utilized.

Mr. Paschall responded that many non-profits in the area do not meet the specific criteria for funding, such as not primarily serving Hyattsville residents or not able to show a pandemic related economic loss due to other grants and funding they have received.

Councilmember Waszczak expressed her support to push for a business permit expediting team at the County level.

Councilmember Haba asked about the allocation for the child care assistance program.

Mr. Paschall responded that $100,000 has been allocated to the program with no funds having been disbursed. He added that there are currently two open applications.

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

**Aye:** Croslin, Solomon, Strab, Denes, Waszczak, Simasek, McClellan, Haba, Peabody, and Sandino

**Absent:** Schaible

**10.b. ARPA: Small Business Emergency Relief Program** HCC-201-FY23

I move that the Mayor and Council reallocate $100,000 of American Rescue Plan Act funds from the Permit Expediting Program to the Small Business Emergency Relief program, and to establish an end date for the Small Business Emergency Relief program of March 31, 2023.

Sponsors: City Administrator

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

**Aye:** Croslin, Solomon, Strab, Denes, Waszczak, Simasek, McClellan, Haba, Peabody, and Sandino

**Absent:** Schaible

**11. Discussion Items (8:15 p.m. - 9:00 p.m.)**

**11.a. ARPA: Household Emergency Relief Program Future Allocation** HCC-200-FY23

For discussion. This item is tentatively scheduled to return to Council for action on January 17, 2023.

Sponsors: City Administrator

American Rescue Plan Fund Manager Patrick Paschall provided information about the City's Household Emergency Relief Program and asked Council to discuss and recommend a specific increase to the funding of the program in order to have a motion at the next meeting to allocate those funds.

Councilmember Waszczak asked if the ARPA Council Work Sessions have been scheduled.

City Clerk Laura Reams responded that a tentative schedule has been discussed and that details will be distributed later in the week.

Councilmember Waszczak asked for clarity around public engagement in the budget process.

Ms. Reams replied that the budgetary process and ARPA fund allocation processes are being aligned to streamline the process and that details on public engagement are being finalized.

Mr. Paschall added that he anticipates the full plan to be ready at the next Council Meeting.

Councilmember Peabody asked if demographic data is being collected as part of the program.

Mr. Paschall replied that age, ethnicity and income level data is collected.

Councilmember Peabody asked what the danger would be if the Council were to allocate too much money to the program.

Mr. Paschall responded that it affects the planning process for the remaining funds.

Councilmember Simasek asked if outreach has been done in public spaces of multifamily properties like apartment buildings.

Mr. Paschall replied that he will know more about those specifics when the City receives the next report from the Hyattsville Community Development Corporation (CDC) about it's outreach efforts.

Councilmember Simasek added that he is in favor of adding $2 million to the program.

Council President Solomon asked if the Council had provided the necessary input for Mr. Paschall and staff to move forward.

Mr. Paschall stated the intention to bring forward a $2 million dollar allocation and end date of May 31, 2023 for the Household Emergency Relief Program.

Councilmember Waszczak stated her preference to have a single end date for all ARPA programs.

Mr. Paschall responded that he would approach the CDC to inquire about an alternate deadline.

Councilmember Waszczak suggested that the other deadlines could be changed to align with May 31, 2023.

Councilmember Simasek expressed his support of different deadlines due to the fact that the other programs opened earlier so could end earlier.

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

Council President Solomon asked for general guidance from the police department regarding the recent car-jackings.

Chief of Police Jarod Towers responded that the police have leads in the case and believe that they are close to an arrest. He added that the public needs to stay alert when walking to their vehicles and should lock their doors as soon as they get in.

Councilmember Denes asked about the status of the online crime reports for the City.

Chief Towers replied that due to staffing issues they have fallen behind in the reports and that all of reports for 2022 are scheduled to be posted by the end of the month. He also gave details about the new software coming online that will streamline the process to allow more timely and transparent posting of crime reports to the website.

**13. Motion to Adjourn**

The meeting adjourned at 8:28 p.m.

A motion was made by Councilmember Peabody, seconded by Council President Solomon, that the meeting be Adjourned. The motion carried by the following vote:

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| **Aye:** | Croslin, Solomon, Strab, Denes, Waszczak, Simasek, McClellan, Haba, Peabody, and Sandino |
| **Absent:** | Schaible |