

# 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, February 27, 2023**

**6:00 PM**

**ARPA Spending Plan Discussion**

**Register in advance for this webinar:**

**[https://us06web.zoom.us/webinar/register/WN\\_fm1S1nq9QGuAR\\_tNDDqR5A](https://us06web.zoom.us/webinar/register/WN_fm1S1nq9QGuAR_tNDDqR5A)**

**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 Arrived at 6:26 p.m.**

**Ben Simasek, Ward 3**

**Edouard Haba, Ward 4 Arrived at 6:18 p.m.**

**Daniel Peabody, Ward 4**

**Rommel Sandino, Ward 5 Arrived at 7:13 p.m.**

## **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) 985-5009. 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](http://www.hyattsville.org/meetings) or via email to [cityclerk@hyattsville.org](mailto: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](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 meeting on Monday, February 27, 2023 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).

**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 using the eComment feature at [www.hyattsville.org/meetings](http://www.hyattsville.org/meetings) or via email to [cityclerk@hyattsville.org](mailto: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.

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\\_fm1S1nq9QGuAR\\_tNDDqR5A](https://us06web.zoom.us/webinar/register/WN_fm1S1nq9QGuAR_tNDDqR5A)

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

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 Public Works-Lesley Riddle  
Director of Community Services-Sandra Shephard  
Director of Human Resources-Jay Joyner  
City Clerk-Laura Reams  
Deputy City Clerk-Nate Groenendyk  
Race and Equity Officer-Shakira Louimarre

|                 |                                       |
|-----------------|---------------------------------------|
| <b>Present:</b> | Mayor Robert Croslin                  |
|                 | Council President Joseph Solomon      |
|                 | Council Vice-President Danny Schaible |
|                 | Councilmember Joanne Waszczak         |
|                 | Councilmember Ben Simasek             |
|                 | Councilmember Sam Denes               |
|                 | Councilmember Daniel Peabody          |
|                 | Councilmember Emily Strab             |
|                 | Councilmember Jimmy McClellan         |
|                 | Councilmember Edouard Haba            |
|                 | Councilmember Rommel Sandino          |

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

**3. Approval of Agenda**

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

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

**Absent:** McClellan, Haba, and Sandino

**5. Public Comment (6:10 p.m. – 6:20 p.m.) Complete Speaker Card, Limit 2 minutes per speaker**

Claire Panak Tombes provided written comment in support of ARPA funding for childcare, Driskell Park, seniors, and those with disabilities.

Chuck Perry provided written comment regarding the GARE equity scores.

**11. Discussion Items (6:20 p.m. - 10:30 p.m.)****Introduction of ARPA Initiatives Discussion**[HCC-271-FY23](#)

City Administrator Tracey Douglas and City Treasurer Ron Brooks to open the ARPA discussions with an overview of the process. Equity Officer Shakira Louimarre will provide an overview of the equity analysis for the ARPA initiatives.

Next steps for the ARPA Spending Plan will be reviewed at the end of the discussions.

Sponsors: City Administrator

Attachments: [ARPA Proposal Slides 02.23.2023 - Intro and Equity Analysis](#)  
[ARPA Proposals 02.22.2023](#)

City Administrator Tracey Douglas provided an overview of the current ARPA expenditures and the plan for prioritizing future projects. Race and Equity Officer Shakira Louimarre gave an overview of the equity analysis that was conducted on each ARPA proposal.

**ARPA Initiatives: Councilmember Edouard Haba**[HCC-274-FY23](#)

For Discussion

Sponsors: Haba

Attachments: [ARPA Review 02.23.2023 - Haba](#)  
[Haba\\_Circulator Study](#)  
[Circulator Study Implementation Equity Analysis](#)  
[CityCouncilPresentation\\_CirculatorStudy FINAL](#)  
[Transit Circulator Study\\_Updated Final](#)

Councilmember Haba presented an initiative to fund a circulator bus in the City of Hyattsville.

Council discussed the size of the bus needed, the funding needed, the impact on the business community, other transportation services, and the feasibility of maintaining the program.

**ARPA Initiatives: Councilmember Daniel Peabody**[HCC-272-FY23](#)

For Discussion

Sponsors: Peabody

Attachments: [ARPA Review 02.23.2023 - Peabody](#)  
[Driskell Park Three Season Programmable Space Motion Form](#)  
[02.23.2023](#)  
[Driskell Outdoor Classroom Equity Analysis](#)  
[Staff Mental Wellness Program Motion](#)  
[Staff Mental Wellness Initiative Equity Analysis](#)

Councilmember Peabody presented an initiative to create a three-season outdoor classroom at Driskell Park and an initiative to provide mental health resources for City staff.

Council discussed the construction details of the classroom and the accessibility of the classroom to the public.

**ARPA Initiatives: Councilmember Jimmy McClellan**[HCC-275-FY23](#)

For Discussion

Sponsors: McClellan

Attachments: [ARPA Review 02.23.2023 - McClellan](#)  
[Council Motion Form School Trauma Kits\(2\)](#)  
[School Emergency Preparedness Kits Analysis](#)

Councilmember McClellan presented his initiative to fund emergency preparedness kits in Hyattsville schools.

Council discussed training, the total of number kits needed, the contents of the kits, other educational institutions in the area, and the legal liability the City may have regarding use or misuse of the kits.

**ARPA Initiatives: Councilmember Emily Strab**[HCC-276-FY23](#)

For Discussion

Sponsors: Strab

Attachments: [ARPA Review 02.23.2023 - Strab](#)  
[Council Motion Form teen mental health amended](#)  
[Mental Health Coordinator for Teen Center Equity Analysis](#)  
[Council Motion Form arts amended](#)  
[HVL Loves the Arts Equity Analysis](#)

Councilmember Strab presented her initiative to provide ARPA funding for a mental health coordinator for the teen center and to fund opportunities for performing artists to give lessons to Hyattsville youth.

Council discussed the lack of resources for mental health, legacy costs for both initiatives, and the types of lessons to be provided by performing artists.

**ARPA Initiatives: Department of Public Works**[HCC-273-FY23](#)

For Discussion

Sponsors: City Administrator

Attachments: [ARPA Review 02.23.2023 - Public Works](#)  
[Updates to City Building Restrooms Equity Analysis](#)  
[Council Chambers Renovation Equity Analysis](#)  
[City Building 2nd Floor Renovations Equity Analysis](#)  
[City Building Security Upgrades Equity Analysis](#)  
[Establishment of an Environmental Depot Equity Analysis](#)  
[Driskell Park Community Building Renovation Equity Analysis](#)  
[Public Restroom and Shower Facilities in City-Owned Parks Analysis](#)

Director of Public Works Lesley Riddle provided information on the projects that are being recommended for ARPA funding. The initiatives include updates to City Building restrooms, update to Council Chambers, City Building renovations on the second floor, security upgrades, Driskell Park building upgrades, establishment of an environmental depot, and installing public restrooms and showers at City-owned parks.

Council discussed the state of the City Building, the ability of DPW to complete the projects, adding showers to the City Building, gender neutral bathrooms, and additional costs that might be needed to complete the projects.

**ARPA Initiatives: Police Department**[HCC-277-FY23](#)

For Discussion

Sponsors: City Administrator

Attachments: [ARPA Review 02.23.2023 - Police Department](#)  
[E-Bikes for Community Policing Equity Analysis](#)  
[VR Training Technology - PD Equity Analysis](#)  
[PD Recruitment Billboard Equity Analysis](#)

Chief of Police Jarod Towers presented the ARPA funded initiatives requested for the police department. The initiatives include the purchase of e-bikes for officers, virtual reality training, and billboards for recruitment.

Council discussed recent crime reports and the equity scores of the proposals.

**ARPA Initiatives: Department of Communications & Legislative Services**[HCC-278-FY23](#)

For Discussion

Sponsors: City Administrator

Attachments: [ARPA Review 02.23.2023 - Comms and Leg Svs](#)  
[Expand Electronic Sign System Equity Analysis](#)  
[Purchase of Solar Messaging Boards Equity Analysis](#)  
[Soofa Signs Overview and ARPA Justification \(2\)](#)

City Clerk and Director of Communications and Legislative Services Laura Reams presented the department's request for ARPA funds. The requests include the purchase of solar messaging boards and an expansion of the City's electronic sign system.

**ARPA Initiatives: Department of Community & Economic Development**[HCC-279-FY23](#)

For Discussion

Sponsors: City Administrator

Attachments: [ARPA Review 02.23.2023 - CED](#)  
[The Spot Placemaking Project Equity Analysis](#)  
[Hyattsville Crossing BID Equity Analysis](#)

Community and Economic Development Director Jim Chandler presented the department's requests for ARPA funding. The requests include placemaking at The Spot and funding for the Hyattsville Crossing Business Improvement District (BID).

Council discussed equity concerns in the BID plan, specific features of The Spot placemaking, parking concerns at The Spot, and Prince George's County BID regulations.

**ARPA Initiatives: Information Technology**[HCC-280-FY23](#)

For Discussion

Sponsors: City Administrator

Attachments: [ARPA Review 02.23.2023 - IT](#)  
[IT Infrastructure Investment Equity Analysis2](#)

Community and Economic Development Director Jim Chandler presented an ARPA funding request to upgrade the information technology (IT) infrastructure and staffing.

Council discussed cloud storage versus onsite storage, the server room at the City Building, and the legacy cost of the IT staff.



**ARPA Initiatives: Human Resources**[HCC-281-FY23](#)

For Discussion

Sponsors: City AdministratorAttachments: [ARPA Review 02.23.2023 - HR](#)  
[Salary Adjustments Equity Analysis](#)

City Administrator Tracey Douglas presented the Human Resources request for ARPA funding to adjust salaries.

Council discussed the procurement of a grant writer.

**ARPA Initiatives: Mayor Croslin**[HCC-282-FY23](#)

For Discussion

Sponsors: CroslinAttachments: [ARPA Review 02.23.2023 - Croslin](#)  
[Visit Hyattsville Business Marketing Motion Form 02.23.2023](#)  
[Hyattsville Business Advertising Campaign and Business Directory Publish](#)  
[a Small Business Directory Equity Analysis](#)

Mayor Croslin presented his initiative to create a Hyattsville Business Advertising Campaign.

**ARPA Initiatives: Council President Solomon**[HCC-283-FY23](#)

For Discussion

Sponsors: Solomon

Attachments: [ARPA Review 02.23.2023 - Solomon](#)  
[Ager Alley Activation Motion Form 02.23.2023](#)  
[Ager Rd Queens Chapel Alley Pedestrian Safety Improvements Equity Analysis](#)  
[FY24-Budget-Proposals Public-Wifi](#)  
[Public Wifi Equity Analysis](#)  
[07-FY24-Budget-Proposals Dog Run Community Garden](#)  
[Hyattsville Dog Park and Community Garden Equity Analysis](#)  
[FY24-Budget-Proposals Scholarships for City Camps](#)  
[Scholarships for City Camps Equity Analysis](#)

Council President Solomon presented his initiatives to improve the Ager Rd./Queens Chapel Alley, provide WiFi free to the public, provide scholarships for students to attend City camps, and to develop a dog park and community garden.

Council discussed alternate funding sources for the dog park, the loitering situation in West Hyattsville, the location of 5G antennae and WiFi routers, and ownership of the alley.

**ARPA Initiatives: Council Vice President Schaible**[HCC-284-FY23](#)

For Discussion

Sponsors: Schaible

Attachments: [ARPA Review 02.23.2023 - Schaible](#)  
[Schaible Publish a Small Business Directory Budget Request](#)  
[Publish a Small Business Directory Equity Analysis](#)  
[Schaible SMART Waste Management Study Budget Request](#)  
[SMART Waste Management Study Equity Analysis](#)  
[Trash Study Draft Final Report City of Hyattsville](#)  
[SMART Statement of Work, FINAL, 2022-08-27](#)  
[Schaible Hyattsville ARPA Tree Canopy Restoration Budget Request](#)  
[Hyattsville Tree Canopy Restoration Budget Request Equity Analysis](#)  
[2020 Hyattsville MD UTC Assessment Change Analysis FINAL\(1\)](#)  
[Maryland Pest Alert - Problems on White Oaks](#)

Council Vice-President Schaible presented his initiatives to create a small business directory, restore the City's tree canopy, and to do a SMART waste study.

Council discussed an online business directory versus a printed directory, inequities regarding waste removal for HOAs, and the ARPA eligibility of the tree canopy initiative.

**ARPA Initiatives: Councilmember Waszczak**[HCC-285-FY23](#)

For Discussion

Sponsors: Waszczak

Attachments: [ARPA Review 02.23.2023 -Waszczak](#)  
[Waszczak Motion to Activate Storefronts FY24 budget](#)  
[Hyattsville Pops! Storefront Activation Program Equity Analysis](#)  
[Pop-up Vacant Storefront Activation Toolkit](#)  
[REVISED Waszczak Motion to Create Housing Manager Position 2023](#)  
[Housing Manager Position Equity Analysis](#)  
[Waszczak Motion to Beautify Alt Route 1](#)  
[Beautify Alt. Route 1 Equity Analysis](#)

Councilmember Waszczak presenter her initiatives to fund a storefront activation program, hire a housing manager, and to beautify Alternate Route One.

Council discussed rental rates for storefront activation, feasibility for the number of sites for storefront activation, contracting services for housing services, and the department that the housing manager would serve under.

**14. Motion to Adjourn**

The meeting adjourned at 10:25 p.m.

A motion was made by Councilmember Waszczak, seconded by Councilmember Strab, that the meeting be adjourned. The motion carried by the following vote:

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