

City of Hyattsville

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



Meeting Minutes

Monday, November 15, 2021

7:00 PM

Register in advance for this webinar:

https://us06web.zoom.us/webinar/register/WN_UN4-6ofQR3WDZDPPbRXKgQ

Virtual

City Council

Kevin Ward, Mayor

Robert Croslin, Council President, Ward 2

Danny Schaible, Council Vice President, Ward 2

Sam Denes, Ward 1

Joanne Waszczak, Ward 1

Ben Simasek, Ward 3

Jimmy McClellan, Ward 3

Daniel Peabody, Ward 4

Edouard Haba, Ward 4

Joseph Solomon, Ward 5

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:

As we continue to take precautions due to the COVID-19 (Coronavirus) pandemic, the Hyattsville City Council will hold its meeting on Monday, November 15, 2021 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:

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.

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_UN4-6ofQR3WDZDPPbRXKgQ

1. Call to Order and Council Roll Call

The meeting was called to order at 7:10 p.m.

Also Present:

City Administrator-Tracey Douglas

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 Shepherd

Director of Human Resources-Vivian Snellman

Deputy City Clerk-Sean Corcoran

Present:

Mayor Kevin Ward

Council President Robert Croslin

Council Vice-President Danny Schaible

Councilmember Sam Denes

Councilmember Joanne Waszczak

Councilmember Jimmy McClellan

Councilmember Edouard Haba

Councilmember Daniel Peabody

Councilmember Joseph Solomon

Councilmember Rommel Sandino

Absent:

Councilmember Ben Simasek

2. Pledge of Allegiance to the Flag

3. Approval of Agenda

Council President Croslin moved to amend the agenda to include a Discussion Item about the Prince George's County Climate Action Plan.

AMENDMENT

1) ADD Discussion Item HCC-166-FY22, Prince George's County Climate Action Plan.

A motion was made by Council President Croslin, seconded by Council Member Peabody, that this agenda item be Approved as Amended. The motion carried by the following vote:

Aye: Ward, Croslin, Schaible, Denes, Waszczak, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Simasek

4. Public Comment (7:10 p.m. – 7:20 p.m.) Complete Speaker Card, Limit 2 minutes per speaker**5. Community Notices and Meetings (7:20 p.m. - 7:25 p.m.)****5.a) Main City Calendar: November 16 - December 6, 2021**[HCC-159-FY22](#)

N/A

Sponsors: City Administrator

Attachments: [Main City Calendar November 16 - December 6, 2021 FINAL](#)

6. City Administrator Update (7:25 p.m. - 7:40 p.m.)

City Administrator Tracey Douglas provided updates on City related news and events.

7. Presentations (7:40 p.m. - 8:00 p.m.)

7.a) Business Retention and Expansion Strategy[HCC-156-FY22](#)

Presentation Only

Sponsors: City Administrator

Attachments: [BRE Strategy - Presentation Memo](#)
[211026 BRE Presentation FINAL](#)
[Hyattsville BRE Strategy - 2021](#)

Assistant City Administrator Mr. Jim Chandler along with Bobby Boone and Heather Arnold from &Access presented information on the Business Retention and Expansion Strategy.

Councilmember Solomon asked what the retention rate of businesses is in Hyattsville, how the data obtained compares to other similar cities in Prince George's County, and how many businesses are interested in expansion. Mr. Boone replied he did not have statistics this evening and the only other city compared to Hyattsville was Washington, DC.

Councilmember Waszczak asked how information was incorporated from the Hyattsville CDC and from SOHY Co-op along with what percentage of customers in Hyattsville are local or do they travel here to patronize the businesses. Councilmember Waszczak's questioned if any customers were interviewed. Ms. Arnold replied no patrons were interviewed in this process and documents were received and reviewed from the Director of the Hyattsville CDC.

Councilmember Denes asked what was the participation rate for the survey and follow-up with participants. He would like to have a list of participants along with inquiring why it was recommended the small business network should be independent and not part of the City Government. Mr. Boone stated the city should support a small business network and not manage.

Councilmember McClellan asked about Hyattsville Crossing regarding the structural and infrastructure problems. He would like to know what data was used regarding this project. Ms. Arnold stated this project was 10 years ahead of its time, and Hyattsville was not ready for the space to accommodate businesses.

Councilmember Schaible asked if the consultants worked with the Hyattsville CDC for this project. Mr. Boone stated the CDC did provide information.

Councilmember Sandino asked if a racial and gender analysis of small business owners was conducted. Mr. Boone stated that included in their recommendation is the data collection, but not race and gender specification.

Councilmember Haba asked if the District of Columbia was the only other city Hyattsville was compared to and the number of small businesses in Hyattsville? Ms. Arnold stated we review best practices from other cities, there is no other city like Hyattsville with their businesses. Hyattsville currently has 247 small businesses.

8. 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.

8.a) Repair and Replacement of DPW Facility Security Fence[HCC-121-FY22](#)

I move that the Mayor and Council authorize the City Administrator to enter into an agreement with Hercules Fence to furnish and install, or repair as needed, a chain link security fence around the DPW facility site at an expenditure not to exceed \$16,000, pending legal review.

Sponsors: City Administrator

Attachments: [City of Hyattsville-Joe Buckholtz-Operations Manager-Replace Perimeter-6+1 High-9 Ga-Galvanized Fence--4633 Arundel Place-Hyattsville-Maryland-9-11-21 DOC101321-002 \(1\) JOE CITY OF HYATTSVILLE FENCE PROPOSAL 8-19-21](#)

I move that the Mayor and Council authorize the City Administrator to enter into an agreement with Hercules Fence to furnish and install, or repair as needed, a chain link security fence around the DPW facility site at an expenditure not to exceed \$16,000, pending legal review.

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

Aye: Ward, Croslin, Schaible, Denes, Waszczak, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Simasek

8.b) Acceptance of Proposal for Heurich Park Electric Service Design[HCC-151-FY22](#)

I move that the Mayor and Council authorize an expenditure not to exceed \$19,000 to Johnson, Mirmiram, and Thompson (JMT) for the design and coordination with PEPCO for a new electrical service at Heurich Park under their existing contract.

Sponsors: City Administrator

Attachments: [TO 60C Proposal 10.18.2021](#)

I move that the Mayor and Council authorize an expenditure not to exceed \$19,000 to Johnson, Mirmiram, and Thompson (JMT) for the design and coordination with PEPCO for a new electrical service at Heurich Park under their existing contract.

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

Aye: Ward, Croslin, Schaible, Denes, Waszczak, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Simasek

8.c) Purchase of Speed Display Signs[HCC-152-FY22](#)

I move that the Mayor and Council authorize an expenditure not to exceed \$60,000 to All Traffic Solutions for the purchase of eight (8) Shield 12 Speed Display Signs.

Sponsors: City Administrator

Attachments: [City of Hyattsville - Public Works - All Traffic Solutions Quote Shield12 LFP TrafficCloud 36 Months x8](#)

I move that the Mayor and Council authorize an expenditure not to exceed \$60,000 to All Traffic Solutions for the purchase of eight (8) Shield 12 Speed Display Signs.

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

Aye: Ward, Croslin, Schaible, Denes, Waszczak, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Simasek

8.d) Change Order #1 to the Teen Center Design Build Contract[HCC-153-FY22](#)

I move that the Mayor and Council authorize the City Administrator to accept the new work order and authorize an expenditure not to exceed \$18,000 to The Matthew's Group, Inc. for the design of the exterior porch and ADA accessible entrance to the Teen Center project.

Sponsors: City Administrator

Attachments: [CTYHYATSVLLE- TeenCenterFrontPorchDesign-WorkOrderPackage](#)

I move that the Mayor and Council authorize the City Administrator to accept the new work order and authorize an expenditure not to exceed \$18,000 to The Matthew's Group, Inc. for the design of the exterior porch and ADA accessible entrance to the Teen Center project.

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

Aye: Ward, Croslin, Schaible, Denes, Waszczak, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Simasek

8.e) Leaf Collection On-Call Contract[HCC-154-FY22](#)

I move that the Mayor and Council authorize an expenditure not to exceed \$32,000 to Professional Lawn Maintenance Services, LLC. (PLMS) for Citywide leaf cleanup services under their existing contracts with the City.

Sponsors: City Administrator

Attachments: [Estimate 1298 from Professional Lawn Maintenance Services](#)

I move that the Mayor and Council authorize an expenditure not to exceed \$32,000 to Professional Lawn Maintenance Services, LLC. (PLMS) for Citywide leaf cleanup services under their existing contracts with the City.

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

Aye: Ward, Croslin, Schaible, Denes, Waszczak, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Simasek

8.f) Authorization for SoHy Use Agreement[HCC-160-FY22](#)

I move that the City Council authorize the City Administrator to extend a short-term Events Use Agreement with the SoHy Co-Op to use the City's parcels at 4503-4508 Hamilton Street as a temporary monthly event space through December 2022, subject to review for legal sufficiency by the City Attorney.

Sponsors: Ward, Denes and Waszczak

Attachments: [SoHy Hamilton - Request to the City](#)

I move that the City Council authorize the City Administrator to extend a short-term Events Use Agreement with the SoHy Co-Op to use the City's parcels at 4503-4508 Hamilton Street as a temporary monthly event space through December 2022, subject to review for legal sufficiency by the City Attorney.

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

Aye: Ward, Croslin, Schaible, Denes, Waszczak, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Simasek

8.g) FY22 Capital Improvements Budget Adjustment and Transfer of Appropriations [HCC-162-FY22](#)

I move that the Mayor and Council amend the Fiscal Year 2022 (FY22) Capital Improvements Budget and authorize the Treasurer to adjust and transfer capital budget appropriations in various departments not to exceed \$800,000 to cover the cost of capital equipment and building renovations at the City Administration Building located on 4310 Gallatin Street.

Sponsors: City Administrator

I move that the Mayor and Council amend the Fiscal Year 2022 (FY22) Capital Improvements Budget and authorize the Treasurer to adjust and transfer capital budget appropriations in various departments not to exceed \$800,000 to cover the cost of capital equipment and building renovations at the City Administration Building located on 4310 Gallatin Street.

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

Aye: Ward, Croslin, Schaible, Denes, Waszczak, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Simasek

8.h) 2022 Council Regular and Budget Meeting Calendar [HCC-163-FY22](#)

I move that the Mayor and Council adopt the 2022 Council Meeting Schedule and the FY-2023 Budget Meeting Schedule.

Sponsors: City Administrator

Attachments: [2022 Council Meeting Calendar](#)
[FY23 Budget Meeting Calendar](#)

I move that the Mayor and Council adopt the 2022 Council Meeting Schedule and the FY-2023 Budget Meeting Schedule.

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

Aye: Ward, Croslin, Schaible, Denes, Waszczak, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Simasek

9. Action Items (8:05 p.m. - 8:20 p.m.)

9.a) Riverfront at West Hyattsville Multifamily Buildings - Detailed Site Plan 20053[HCC-165-FY22](#)

I move that the City Council authorize the Mayor to provide correspondence to the Maryland-National Capital Park and Planning Commission in support of DSP-20053, Riverfront at West Hyattsville. The correspondence and oral testimony to the Planning Board shall convey the following:

1. The City supports modification to Ground Floor Retail standard to the proposed square footage of retail in the southernmost portion of the building and along the pedestrian trail on the southeast side of the building. The curvature of the site near Little Branch Run presents unique challenges to meeting Maximum Block Length, Block Size, and Rear Yard Line standards.
2. The City supports modifications on these requirements to the degree outlined in applicants Statement of Justification (SOJ) given site constraints.
3. The City supports modification of "Irrigation" standard given the District Council approved an amendment to remove the requirement for an automatic irrigation system provided that native and drought tolerant plant species be used. Staff recommends no additional action on traffic at this time but will continue to monitor and study as more development occurs in this area. Traffic Impact Analysis conducted by Lenhart Traffic Consulting, on behalf of the applicant, demonstrates signalized and unsignalized intersections surrounding the study area are operating to Prince George's County standards.
4. The City recommends that an off-street parking structure or public facilities be shared to reduce pressure on street parking. Following guidance provided in the Prince George's Plaza Transit District Development Plan (TDDP) Policy TM18, adopted in 2016, staff finds six (6) spaces for non-residential use inadequate and recommends at least 25% of those spaces be available for hourly and/or daily rental by the public. The City recommends the applicant unbundle or separate the cost of off-street parking from the costs of housing or commercial space. This may be achieved by the applicant by use of flex spaces that may be available for retail or residential use, based on market demand.
5. The City supports the inclusion of Electric Vehicle (EV) charging stations within a structured parking garage with capacity for conversion of additional charging stations should demand increase. Locations of EV charging stations shall be detailed in the applicant's exhibit(s).
6. The City supports modification of the location of Mechanical Equipment standards to adhere to PEPCO standards. Staff supports efforts to improve aesthetics and screen transformers to ensure that they are not prominently visible from the streetscape.
7. The City supports modification to Signage standards to allow internally illuminated signage for some blade and retail signs to improve visibility and wayfinding from the Metro.
8. The City supports implementing graphic heavy wayfinding signage in both English and Spanish.
9. The City supports implementation of LED lighting in both the parking structure and public streetlights. The City agrees that lighting technology has changed significantly since the adoption of the TDDP in 2006 and supports implementation of energy efficient lighting and furthermore supports modification of specific minimum and maximum foot candle levels for certain locations so long as the overall lighting pattern throughout the length of the promenade exists to ensure the safety of pedestrians and cyclists.
10. The City concurs with the Planning Committee in its encouragement of the applicant to pursue opportunities for financing through programs, such as Amazon's Housing Equity Fund, to support the City's Affordable Housing Strategy.
11. The City supports the applicant's request for modifications to off street parking standards to provide space size of 8.5' x 18.5' for reasons outlined in Exhibit D in the applicant's Statement of Justification (SOJ).

12. The City recommends a significant increase in bike storage proposed by the applicant, given the property's proximity to Metro and the Anacostia Tributary Trail System. Staff recommends the applicant achieve a 2 (RDU) - 1 (dedicated bicycle parking space) ratio, which may include a combination of vertical bike storage included in an indoor bike room and secured outdoor bicycle storage.
13. The City recommends the applicant consider additional covered bike storage outside building with private Frequency Operated Button (FOB) entry, integration of double-deck bike racks to increase capacity, and a basic bike repair stand like the College Park Metro Bike Facility shown in Exhibit C. Additionally, staff recommends wayfinding and an assistive door device at the street-level pedestrian entrance to the garage to ensure safety and ease of access for cyclists utilizing bike parking within the structured parking garage.

Sponsors: City Administrator

Attachments: [Action and Discussion Memo Riverfront Council Materials 11.15.21 - DSP-20053 West Hyattsville Multifamily Phase 1](#)

A motion was made by Council President Croslin, seconded by Council Member Haba, that this agenda item be Approved as Amended. The motion carried by the following vote:

Aye: Ward, Croslin, Schaible, Denes, Waszczak, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Simasek

9.1. Discussion Item (Added from Amendment)

9.1.a) Prince George's County Climate Action Plan

[HCC-166-FY22](#)

Discussion only.

Sponsors: Haba and Simasek

Councilmember Haba advised the members of the timeline for the Prince George's County Action Plan and encouraged all Councilmembers to read the plan and attend the next committee meeting on November 30, 2021.

10. Council Dialogue (8:20 p.m. - 8:30 p.m.)

11. Motion to Adjourn

The meeting adjourned at 10:26 p.m.

A motion was made by Council President Croslin, seconded by Council Member Haba, that this agenda item be Approved. The motion carried by the following vote:

Aye: Ward, Croslin, Schaible, Denes, Waszczak, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Simasek