

City of Hyattsville

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



Agenda Regular Meeting

Public Hearing FY25

Budget-https://us06web.zoom.us/webinar/register/WN_B5x7jRa8RbChJd9BFKsyvg

Monday, June 3, 2024

6:30 PM

Virtual

City Council Public Hearing

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 Public Hearing on Monday, June 3, 2024 remotely via video conference. The hearing 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 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 included in the official meeting record. Electronically submitted statements 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.

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_B5x7jRa8RbChJd9BFKsyvg

1. Call to Order and Council Roll Call**2. Presentations (6:30 p.m. - 6:40 p.m.)****2.a. Public Hearing: Hyattsville Ordinance 2024-02 Fiscal Year 2025 Budget**[HCC-363-FY24](#)

Hyattsville Ordinance 2024-02, is an ordinance adopting the annual budget for the Fiscal Year July 1, 2024, through June 30, 2025, for the general purpose, fixing the tax rates for the Fiscal Year beginning July 1, 2024; authorizing collection of taxes herein levied, and appropriating funds for the fiscal year. The intent of this Public Hearing is to hear public feedback on the proposed FY25 budget.

Sponsors: City Administrator

Department: City Clerk

Attachments: [Hyattsville Ordinance 2024-02 Fiscal Year 2025 Budget_Final DRAFT .pdf](#)

3. Public Comment (6:40 p.m. – 7:00 p.m.) Complete Speaker Card, Limit 2 minutes per speaker**4. Motion to Adjourn**



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Agenda Item Report

File #: HCC-363-FY24

6/3/2024

2.a.

Submitted by: Ron Brooks
Submitting Department: Finance
Agenda Section: Presentation

Item Title:

Public Hearing: Hyattsville Ordinance 2024-02 Fiscal Year 2025 Budget

Suggested Action:

Hyattsville Ordinance 2024-02, is an ordinance adopting the annual budget for the Fiscal Year July 1, 2024, through June 30, 2025, for the general purpose, fixing the tax rates for the Fiscal Year beginning July 1, 2024; authorizing collection of taxes herein levied, and appropriating funds for the fiscal year. The intent of this Public Hearing is to hear public feedback on the proposed FY25 budget.

Summary Background:

The FY25 budget process began internally in December 2023 with initial staff meetings to determine budgetary requirements for FY25. The public process began in February 2024 with a presentation of the budget process and a Council Budget Work Session on February 26. The City's Administrator's Proposed FY25 budget was presented to the Mayor and Council on March 27.

The Real Property Tax Rate of \$0.63 per \$100 of assessed value will remain in effect for FY25.

During the budget review process the following amendments were authorized to the draft budget.

BUDGET ADDITIONS:

\$2,000: Education Advisory Committee: Principals Luncheon, City Council Budget
\$3,000: Race & Equity Task Force Public Engagement Funds, City Council Budget
\$3,000: Purchase & Install of 10 Pet Waste Stations, DPW Budget
\$4,500: Council Laptop Replacement Purchase, Capital Budget
\$6,000: Council Discretionary Funds, City Council Budget \$5K & Mayor's Budget \$1K
\$50,000: Contracted Data Analyst Position, City Administrator Budget
\$100,000: Climate Action Plan, DPW Budget
Total Budget Additions: \$168,500

BUDGET REDUCTIONS:

Language Program: \$120,000
Hiring of Lobbyist: \$40,000
Total Budget Reductions: \$160,000

Next Steps:

Second Reading Adoption of the FY24 Budget Ordinance is scheduled for June 10, 2024.

Fiscal Impact:

See budget document.

City Administrator Comments:

See summary background above.

Community Engagement:

Per the City Charter, a fair summary of the budget ordinance will be published twice in a newspaper of general circulation. The budget and corresponding documents will be posted on the City's website and information on the budget will be included in a summer issue of the Hyattsville Reporter.

Strategic Goals:

Goal 2 - Ensure the Long-Term Economic Viability of the City

Legal Review Required?

N/A

HYATTSVILLE ORDINANCE 2024-02

AN ORDINANCE ADOPTING AN ANNUAL BUDGET FOR THE FISCAL YEAR JULY 1, 2024 THROUGH JUNE 30, 2025, FOR THE GENERAL PURPOSE; FIXING THE TAX RATES FOR THE FISCAL YEAR BEGINNING JULY 1, 2024; AUTHORIZING COLLECTION OF TAXES HEREIN LEVIED, AND APPROPRIATING FUNDS FOR THE FISCAL YEAR.

BE IT ENACTED AND ORDAINED by the Mayor and City Council for the City of Hyattsville, as follows:

That pursuant to Section C5-6 of the Hyattsville City Charter the annual budget is as follows:

FY 2025 Budget – Final

| | General Fund | Capital Projects Fund | Special Revenue Fund | Debt Service Fund | Total All Funds |
|---------------------------------------|-------------------------|--------------------------------------|-------------------------------------|------------------------------|----------------------------|
| Revenue & Other Sources: | | | | | |
| Local Taxes: | | | | | |
| Real Property Taxes | \$18,525,821 | 0 | 0 | \$0 | \$18,525,821 |
| Personal Property Taxes | 1,025,700 | 0 | 0 | 0 | 1,025,700 |
| Operating Property | 929,250 | 0 | 0 | 0 | 929,250 |
| Income Tax | 3,209,574 | 0 | 0 | 0 | 3,209,574 |
| Admissions and Amusement Taxes | 192,000 | 0 | 0 | 0 | 192,000 |
| Subtotal - Local Taxes | 23,882,345 | 0 | 0 | 0 | 23,882,345 |
| Other Revenue & Sources | | | | | |
| Licenses and Permits | 844,248 | 0 | 0 | 0 | 844,248 |
| Other Governments - Grants | 1,357,169 | 0 | 816,194 | 0 | 2,173,363 |
| Service Charges | 144,050 | 0 | 0 | 0 | 144,050 |
| Fines and Forfeitures | 436,200 | 0 | 1,151,250 | 0 | 1,587,450 |
| Miscellaneous | 819,200 | 0 | 0 | 0 | 819,200 |
| Bond/Note Proceeds | 0 | 2,500,000 | 0 | 0 | 2,500,000 |
| Lease Proceeds | 0 | 0 | 0 | 0 | 0 |
| Other Sources - Transfers In/Out | 0 | 10,996,370 | 0 | 0 | 10,996,370 |
| Sub-total | 3,600,867 | 13,496,370 | 1,967,444 | 0 | 19,064,681 |
| Total Revenue - Sources | \$27,483,212 | \$13,496,370 | \$1,967,444 | \$0 | \$42,947,026 |
| Expenditures & Other Uses: | | | | | |
| Legislative | \$800,157 | \$0 | \$0 | \$0 | \$800,157 |
| General Government | 5,731,799 | 67,540 | 300,000 | 0 | 6,099,339 |
| Police | 12,638,880 | 4,181,130 | 422,775 | 0 | 17,242,785 |
| Fire | 50,000 | 0 | 0 | 0 | 50,000 |
| Parking Compliance | 0 | 272,700 | 676,951 | 0 | 949,651 |

| | | | | | |
|---|----------------------|-------------------|------------------|-------------|----------------------|
| Code Compliance | 864,200 | \$0 | 0 | 0 | 864,200 |
| Legislative/General/Public Safety Subtotal | 20,085,036 | 4,521,370 | 1,399,726 | 0 | 26,006,132 |
| Public Works | 7,948,219 | 8,875,000 | 0 | 0 | 16,823,219 |
| Community Services/PEG | 1,022,729 | 100,000 | 368,194 | 0 | 1,490,923 |
| Community Development | 1,076,169 | 0 | 148,000 | 0 | 1,224,169 |
| Other Financing - Transfers-In | 0 | 0 | 0 | 1,764,541 | 1,764,541 |
| Other Financing -Transfers-Out | 1,764,541 | 0 | 0 | (1,764,541) | 0 |
| Proposed COLA Cost | 452,000 | 0 | 0 | 0 | 452,000 |
| Total Expenditures - Uses | 32,348,694 | 13,496,370 | 1,915,920 | 0 | 47,760,984 |
| Excess of Revenue and Other Sources over Expenditures and Other Uses | (\$4,865,482) | \$0 | \$51,524 | \$0 | (\$4,813,958) |
| Beginning Fund Balance | \$21,147,524 | | | | |
| Ending Fund Balance | \$16,282,042 | | | | |

Which was the subject of a public hearing on June 3, 2024, after notice thereof was published in a newspaper of circulation within the City, is hereby adopted.

The tax rate for all real property, not otherwise exempted, located within the corporate limits of the City shall be as is hereby fixed at sixty-three cents (\$.63) on each one hundred (\$100.00) dollars of assessed value on lands, improvements and fixtures.

The tax rate for all operating property of public utilities and contract carriers, not otherwise exempted, located within the corporate limits of the City shall be as is hereby fixed at one dollar and ninety-eight cents (\$1.98) on each one hundred (\$100.00) dollars of assessed value.

Such taxes on lands and improvements shall be computed on the valuation of said properties in Prince George's County, Maryland, which assessment is hereby adopted and used by the City of Hyattsville as its own valuation assessment of the land and improvements within the corporate limits subject to taxation for property of public utilities and contract carriers, the valuation of said properties as certified to the City of Hyattsville by the Maryland State Department of Assessments and Taxation shall be used as the assessed valuation of properties so certified.

The tax rate for all tangible personal property, not otherwise exempted, located within the corporate limits of the City shall be and is hereby fixed at one dollar and fifteen cents (\$1.15) on each one hundred (\$100.00) dollars of assessed value of all tangible operating personal property, including commercial inventory. In computing and levying such taxes on tangible personal property, the valuation of such property as certified to the City of Hyattsville by the Maryland State Department of Assessments and Taxation shall be used as the assessed valuation of properties so certified.

The City Treasurer, or any other person designated by the City Council to act in his/ her place, is hereby authorized and directed to collect the taxes herein levied by this ordinance.

In accordance with Section C5-17 of the Hyattsville City Charter, the real property taxes provided for in this ordinance shall be due and payable on the first day of July 2024 and shall be overdue and in arrears when

the County's real property taxes are overdue and in arrears. All real property taxes shall bear monthly interest while in arrears at the rate of two thirds of one percent (.0066) and a monthly penalty of one percent (.01) as provided in Section C5-17 of the City Charter.

Tangible personal property shall bear a fixed penalty of one hundred (\$100.00) dollars for the first month in arrears, which is defined as the period beginning ninety-one (91) days and ending one hundred twenty (120) days following the tax bill date. An additional penalty of one percent (.01) per month shall be due on any taxes in arrears more than one hundred twenty (120) days. All tangible personal property taxes shall bear interest at the rate of two thirds of one percent (.0066) per month while in arrears.

AND BE IT FURTHER ORDAINED, that this budget shall govern the revenue and expenditure of funds by the City during the fiscal year 2025, subject to further budget ordinances enacted by the City pursuant to the Maryland Annotated Code, Local Government Article, Section 5-205(b);

AND BE IT FURTHER ORDAINED, that the City Council may from time to time during the fiscal year amend this budget by motions made, discussed and carried by a 2/3 vote of the City Council so long as any action regarding this budget is taken at a public meeting after notice and a public discussion;

AND BE IT FURTHER ORDAINED, pursuant to Hyattsville Resolution 2004-03 designating the University Town Center Special Taxing District and Hyattsville Resolution 2004-03 authorizing the imposition, levy and collection of special taxes in the Special Taxing District and pursuant to the Rate and Method of Apportionment terms adopted, the City of Hyattsville adopts and approves the report of the Administrator of the University Town Center Special Taxing District (Exhibit A) and hereby assesses and levies as additional real property taxes on the owners of properties in the University Town Center Special Taxing District this special tax as indicated in Appendix A of Exhibit A for the upcoming fiscal year (as the same may be recalculated as further described in this paragraph); in the event any parcel numbers are changed prior to the actual billing of taxes by the County, the Administrator shall revise Appendix A to be consistent with the tax parcel numbers used by the County for billing of taxes and recalculate the special tax to be collected from each parcel in a manner consistent with the method utilized to calculate the special taxes in Exhibit A;

AND BE IT FURTHER ORDAINED, that this budget shall govern the number and type of employment positions to include the number of employees and Full-Time Equivalent (FTE) count for Fiscal Year 2025 and the City of Hyattsville approves and adopts these counts as contained in Exhibit B.

AND BE IT FURTHER ORDAINED, that this ordinance shall become effective on July 1, 2024, as provided in Section C2-9 of the City Charter and a fair summary of this Ordinance shall be published twice in a newspaper having general circulation in the City, subject to the provisions of section C3-2A(6) of the City Charter;

INTRODUCED by the City Council of the City of Hyattsville, Maryland at a public meeting on June 6, 2024;

ADOPTED, by the City Council of the City of Hyattsville, Maryland at a public meeting on June 10, 2024.

Adopted: June 10, 2024

Effective Date: July 1, 2024

Attest:

Nate Groenendyk
City Clerk

Robert S. Croslin
Mayor