

City of Hyattsville

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



Agenda Regular Meeting

https://us06web.zoom.us/webinar/register/WN_CLz_ApnQRf-y5K6zfbxxfg

Monday, August 5, 2024

7:00 PM

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
Kareem Redmond, Ward 3
Edouard Haba, Ward 4
Michelle Lee, Ward 4
Rommel Sandino, Ward 5

ADMINISTRATION

Tracey E. Douglas, City Administrator
Nate Groenendyk, City Clerk, 301-985-5001, 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 meeting on Monday, August 5, 2024 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:

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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.

https://us06web.zoom.us/webinar/register/WN_CLz_ApnQRf-y5K6zfbxxfg

- 1. Call to Order and Council Roll Call**
- 2. Pledge of Allegiance to the Flag**
- 3. Approval of Agenda**
- 4. Public Comment (7:10 p.m. – 7:20 p.m.) Complete Speaker Card, Limit 2 minutes per speaker**
- 5. City Administrator Update (7:20 p.m - 7:40 p.m.)**
- 6. Presentations (7:40 p.m. - 8:20 p.m.)**

6.a. Race & Equity Task Force: Draft 2024 Equity Plan[**HCC-016-FY25**](#)

For presentation.

Sponsors: City Administrator

Department: City Administrator

Attachments: [RETF Draft Presentation_073024](#)
[Hyattsville RETF Equity Plan_08.05 Council Packet.pdf](#)

7. Proclamations**7.a. Proclamation Declaring August 26, 2024 as Women’s Equality Day in the City of Hyattsville** [HCC-040-FY25](#)

I move that the Mayor and Council adopt a proclamation to declare August 26, 2024 as Women’s Equality Day in the City of Hyattsville.

Sponsors: City Administrator

Department: City Clerk

Attachments: [CM 0805 Women's Equality Day Proclamation.pdf](#)

7.b. Proclamation Celebrating August as National Black Business Month in the City of Hyattsville [HCC-041-FY25](#)

I move that the Mayor and Council adopt a proclamation celebrating August as National Black Business Month in the City of Hyattsville.

Sponsors: City Administrator

Department: City Clerk

Attachments: [CM0805 Black Business Month Proclamation.pdf](#)

8. Appointments**8.a. Appointment to the Police and Public Safety Citizens’ Advisory Committee** [HCC-039-FY25](#)

I move that the Mayor and Council approve the appointment of Ana Chapa (Ward 1) to the Police and Public Safety Citizen’s Advisory Committee for a term of two (2) years to expire on August 5, 2026.

Sponsors: Strab

Department: City Clerk

Attachments: [Ana Chapa W1 Feb 8, 2024 redac.pdf](#)

9. Consent Items (8:20 p.m. - 8:25 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.

9.a. Lease of 4631 Baltimore Ave for Potential Environmental Depot [HCC-011-FY25](#)

I move the Mayor and Council authorize the City Administrator to negotiate and enter into a lease for 4631 Baltimore Ave to be a drop off site for residents and the potential site of the Hyattsville Environmental Depot. An expenditure not to exceed \$45,000 is authorized for the first year of the lease to be funded from the Public Works FY25 budget. The Treasurer is authorized to make the budget amendments necessary to encumber this expenditure.

Sponsors: City Administrator

Department: Public Works

Attachments: [4631 Baltimore Ave Letter of Intent - FE \(6.28.24\)](#)

9.b. Driskell Rec Center 3-Season Pavilions [HCC-024-FY25](#)

I move the Mayor and Council authorize the City Administrator enter into an agreement with Playground Specialists for the purchase and installation of two (2) 3-season Pavilions at Driskell Park Rec Center for an encumbrance not to exceed \$300,000. This purchase will be paid for with state bond bill funding, and the Treasurer is authorized to make the necessary budget modifications to facilitate this expenditure.

Sponsors: City Administrator

Department: Public Works

Attachments: [PROPOSAL #31702A](#)

[PROPOSAL #31703A](#)

[Driskell park 3 season classroom.pdf](#)

[Driskell Park 3 season classroom - TS-H2070-04-Preliminary.pdf](#)

[Driskell Park 3 season classroom - TS-H2025-04-Preliminary.pdf](#)

9.c. IT Managed Services [HCC-026-FY25](#)

I move the Mayor and Council authorize the City Administrator to execute an IT managed services agreement with Dataprise Inc., 3700 Koppers Street, Suite 520, Baltimore, MD, 21227 for a term of 12-months to include non-recurring and recurring costs and not to exceed \$238,000. This agreement reduces the annual costs of contracted IT managed services by 56%.

Sponsors: City Administrator

Department: Finance

9.d. MOU with Revenue Authority of Prince George’s County: The Spot [HCC-030-FY25](#)

I move that the Mayor and Council authorize the City Administrator to enter into an MOU with the Revenue Authority of Prince George’s County for the purpose of extending the term for the expenditure of \$681,655 in grant funding to support the construction of the community trailhead project, “The Spot”. The MOU requires all grant funding to be expended by December 31, 2024.

Sponsors: City Administrator

Department: Community & Economic Development

Attachments: [MOU re The Spot -Smart Growth Grant -tmb 5.28.24](#)

9.e. FY25 Memorandum of Understanding with Capital Area Food Bank [HCC-031-FY25](#)

I move that the Mayor and Council authorize the City Administrator to enter into a Memorandum of Understanding with the Capital Area Food Bank for the continuation of a Mobile Market to include the monthly receipt and distribution of fresh produce at First United Methodist Church from July 1, 2024 through June 30, 2025.

Sponsors: City Administrator

Department: Community Services

Attachments: [FY25 Mobile Market MOU](#)

9.f. Letter to M-NCPPC Regarding the Northwest Branch Trail [HCC-032-FY25](#)

I move the City Council authorize the Mayor to send correspondence to the Maryland-National Capital Park and Planning Commission requesting the Commission address urban farming, deforestation, public safety, and pet waste along the Northwest Branch Trail.

Sponsors: Solomon, Haba, Sandino and Lee

Department: Legislative

9.g. Disbursement of Ward 2 Discretionary Funds[HCC-034-FY25](#)

I move that the Mayor and Council authorize the disbursement of Ward 2 Discretionary Funds in the amounts of \$479.08 to Councilmember Strab for Back to School Jam supplies and \$500 to Welcome Home Neighbor.

Sponsors: Schaible and Strab

Department: Legislative

Attachments: [Amazon.com - Order 111-9238617-1397840.pdf](#)
[Amazon.com - Order 111-1275005-3016240.pdf](#)

9.h. Disbursement of Ward 5 Discretionary Funds[HCC-035-FY25](#)

I move that the Mayor and Council authorize the disbursement of Ward 5 Discretionary Funds in the amount of \$1,000 for the Back to School Jam.

Sponsors: Solomon and Sandino

Department: Legislative

9.i. FY25 Budget Appropriation: Reappropriate \$5,000 from Maryland Department of Aging (MDoA) FY 2024 Healthy Aging Grant[HCC-037-FY25](#)

I move that the Mayor and Council reappropriate into the FY25 Budget, the Maryland Department of Aging (MDoA) FY24 Healthy Aging Grant in the amount of \$5,000 to continue City programs for older adults.

Sponsors: City Administrator

Department: Community Services

9.j. Schedule Public Hearing for Traffic Calming Petitions - 43rd Street, 31st Avenue and Nicholson Street [HCC-038-FY25](#)

I move that the City Council schedule a Public Hearing for Monday, Oct 7, 2024 at 6:00 PM, to consider public testimony regarding the Traffic Calming Petitions submitted for the 5600 block of 31st Avenue (Ward 4), the 6000 block of 43rd Street (Ward 1), and the 4000 block of Nicholson Street (Ward 2).

Sponsors: City Administrator

Department: City Clerk

Attachments: [Traffic Calming Flowchart](#)
[4000 Block of Nicholson Street between 40th & 41st Redacted.pdf](#)
[43rd Street between Oliver St & Oglethorpe St PETITION TO THE CITY OF HYATTSVILLE Redacted.pdf](#)
[31st Avenue 5600 hundred Block Petition Redacted.pdf](#)

9.k. Teen Center Exterior - Walkway, Bike Rack, Pour-in-place Site Work [HCC-043-FY25](#)

I move the Mayor and Council authorize the City Administrator to enter into an agreement with NZI for installation of a walking path, bike rack, and pour-in-place site work at the Teen Center, for an encumbrance of \$43,000 under their existing contract. This will be funded using legislative bond bill funding, and the Treasurer is authorized to make the budget amendments necessary to facilitate this expenditure.

Sponsors: City Administrator

Department: Public Works

Attachments: [Teen Center Proposal 07-08-2024](#)

9.l. Teen Center Exterior - Playground Equipment [HCC-044-FY25](#)

I move the Mayor and Council authorize the City Administrator to enter into an agreement with Playground Specialists to furnish and install playground equipment at the Teen Center, for an amount not to exceed \$200,000. This will be funded using legislative bond bill funding, and the Treasurer is authorized to make the budget amendments necessary to facilitate this expenditure.

Sponsors: City Administrator

Department: Public Works

Attachments: [Playground Specialists HGAC PR11-20 Teen Ctr Proposal 31936A 06-26-2024.pdf](#)
[L-1 Landscape Layout 2024-01-19.pdf](#)

9.m. Restoration of Emerson Alley[HCC-045-FY25](#)

I move that the Mayor and Council authorize an expenditure not to exceed \$290,000 to NZI Construction for the restoration of Emerson Alley under their current contract with the City. This encumbrance will be made upon final settlement with CSX for the damages caused by the train derailment in Sept 2023. The Treasurer is authorized to make the budget amendments necessary to receive the CSX payment and encumber the funds as authorized.

Sponsors: City Administrator

Department: Public Works

Attachments: [proposal_CSX Damage Repairs Emerson Alley and Alt Rt 1 4.22.2024](#)

9.n. Installation of INet and Public Wifi pilot Project - Phase 1 - ARPA Funded[HCC-046-FY25](#)

I move that the Mayor and Council authorize the City Administrator to enter into an agreement with Systems Application & Technologies, Inc (SA-Tech) for an amount not to exceed \$360,000 for the installation of private fiber optic cable from 4310 Gallatin Street to 3505 Hamilton Street, to include connecting the Driskell Park Community building. Additionally, SA-Tech will provide turn-key public wifi connections to King Park, Driskell Park, and Hyatt Park as a pilot project for the City. This work will be facilitated by utilizing a rider on Prince George's County Master Agreement for Information Technology Professional Consulting Technical Services dated February 3, 2023, pending legal review. The Treasurer is authorized to make the budget amendments necessary to encumber the funds using American Rescue Plan Act (ARPA) funds as previously approved by Council.

Sponsors: City Administrator

Department: Public Works

Attachments: [Sa_Tech City of Hyattsville Police Department and Access Points Latetrals Fiber Project Quote Submittal CJ 2024_06_25 \(1\)](#)

9.o. Purchase of Upfitting for Unmarked Police Vehicle[HCC-048-FY25](#)

I move Mayor and Council to authorize the purchase of a vehicle upfitting from Frontline Mobile Tech in an amount not to exceed \$13,970.00.

Sponsors: City Administrator

Department: Police Department

Attachments: [Front_Line_Mobile_Tech.002841.v1.64_Redacted](#)

9.p. **FY25 Budget Amendment: Special Revenues Budget Appropriation of American Rescue Plan Act Funds** [HCC-050-FY25](#)

I move that the Mayor and Council amend the FY25 Special Revenues Fund Budget and appropriate the remaining ARPA fund balance of \$8,627,160 to cover anticipated expenditures in various categories to include, but not limited to, salaries, supplies, contract services, professional services, capital equipment, miscellaneous reimbursements, and grant awards through December 31, 2024. All ARPA funds must be obligated by December 31, 2024, and all obligated funds must be spent by December 31, 2026.

Sponsors: City Administrator

Department: Finance

9.q. **FY25 Budget Amendment: Special Revenues Funds Budget Appropriation of FEMA COVID-19 Reimbursement Grant Funds** [HCC-051-FY25](#)

I move that the Mayor and Council amend the FY25 Special Revenues Funds Budget to appropriate the amount not to exceed \$198,662 to close-out COVID-19 FEMA Reimbursement Grant Funds. These funds cover the remaining close-out costs for vaccines, equipment, and testing sites that are 100% reimbursed by FEMA for the period ending June 30, 2024.

Sponsors: City Administrator

Department: Finance

9.r. **Resident Satisfaction Survey Firm Selection** [HCC-052-FY25](#)

I move the Mayor and Council authorize the City Administrator to enter into a contact with Probolsky Research for a resident satisfaction survey at a cost not to exceed \$35,000, upon the review and approval of the City Attorney for legal sufficiency.

Sponsors: City Administrator

Department: Communications

9.s. **FY25 Budget: Accept and Appropriate Grant Award from The Governor's Office of Crime Patrol and Prevention** [HCC-055-FY25](#)

I move that Mayor and Council accept and appropriate into the FY25 Special Revenue Fund, the SFY24 Byrne Justice Assistance Grant (BJAG) - White Papers Grant in the amount of \$90,000 to be used for the AVoiP system at 3505 Hamilton Street.

Sponsors: City Administrator

Department: Police Department

Attachments: [AwardPacketAuthorizedOfficial_Generated](#)

9.t. Contract with Activu Regarding the AV-Over-IP system for the Communications Department at 3505 Hamilton Street [HCC-053-FY25](#)

I move that the Mayor and Council authorize the City Administrator to execute a contract with Activu for the design, purchase, and installation of a AVoIP system for the communications department at 3505 Hamilton Street in an amount not to exceed \$390,000, pending the review and approval of the City Attorney for legal sufficiency.

Sponsors: City Administrator

Department: Police Department

10. Action Items (8:25 p.m. - 9:45 p.m.)

10.a. Purchase of Park and Playground Equipment for the Trolley Trailhead Park project - ARPA Funded [HCC-020-FY25](#)

I move the Mayor and Council authorize the City Administrator to enter into an agreement with Playground Specialist for the furnishing and installation of park and playground equipment for the Trolley Trailhead Park project, current referred to as “The Spot”, for an encumbrance of \$250,000. This will be funded using American Rescue Plan Act (ARPA) funds as previously authorized by Council, and the Treasurer is authorized to make the budget amendments necessary to facilitate this expenditure.

Sponsors: City Administrator

Department: Public Works

Attachments: [240703 - Trolley Trailhead Park - Playground Specialists - PROPOSAL #31982A](#)
[2024-03-11-Site Concept The SPOT.pdf](#)

10.b. Hyattsville Ordinance 2024-04: Stop Sign Monitoring Systems in School Zones [HCC-033-FY25](#)

I move that the Mayor and Council introduce Hyattsville Ordinance 2024-04, an ordinance whereby the City Council amends the City Code, Chapter 114, Article II Traffic Regulations to add Section 114-10, Stop Sign Monitoring Systems in School Zones (INTRODUCTION & FIRST READING).

Sponsors: City Administrator

Department: Police Department

Attachments: [REVISED HO-2024-04 Section 114-10 stop sign monitoring draft 7.15.24 4879-6765-2556 v.1 4865-6567-3168 v.2 .1.pdf](#)

10.c. Staff Draft II West Hyattsville-Queens Chapel Sector Plan and SMA [HCC-049-FY25](#)

I move the Mayor and Council authorize correspondence to the M-NCPPC Planning Board in support of and recommending the incorporation of the revisions as detailed in the staff memo dated August 5th, 2024, to the Staff Draft II West Hyattsville Queens Chapel Sector Plan and SMA.

Sponsors: City Administrator

Department: Community & Economic Development

Attachments: [2024-07-16 Staff Report - Draft WHQC Sector Plan and SMA v2.ju Presentation.pdf](#)

10.d. FY25 ARPA Budget: Adjusting FY25 ARPA Funds for Salaries [HCC-054-FY25](#)

I move the Mayor and Council approve the American Rescue Plan Act budget adjustments listed in Exhibit A, reflecting adjustments to 23 projects. I further move that the Mayor and Council approve the reallocation of \$2,476,446 of American Rescue Plan Act Funds, reflecting the total amount of project savings from the budget adjustments listed in Exhibit A, to the ARPA Fund salary budget line to pay for FY25 General Fund Operating staff salaries. I move that the Mayor and Council earmark the projects and amounts listed in Exhibit B to the General Fund Capital Budget and General Fund Operating Budget as the Treasurer determines appropriate for each project.

Sponsors: City Administrator

Department: Finance

Attachments: [ARPA Spending Plan Exhibit A P.1 Rev Replacement - 07.31.2024.pdf](#)
[ARPA Spending Plan Exhibit A P.2 - Restricted 07.31.2024.pdf](#)
[ARPA Spending Plan Exhibit A P.3 - Summary 07.31.2024.pdf](#)
[ARPA Spending Plan Exhibit B - General Fund Savings Projects 07.31.2024.pdf](#)
[ARPA Update Presentation 7.31.24.pdf](#)

11. Discussion Items (9:45 p.m. - 10:05 p.m.)

11.a. Police Officer Recruitment Rental Incentive Program

[HCC-017-FY25](#)

For discussion.

Sponsors: Redmond, Croslin and Waszczak

Department: Community & Economic Development

Attachments: [Draft Police Officer Recruitment Rental Incentive Program Guidelines.pdf](#)
[Police Recruitment-Rental Assistance Presentation.pdf](#)

12. Council Dialogue (10:05 p.m. - 10:15 p.m.)

13. Motion to Adjourn