

# City Council of Hyattsville, Maryland

## SUMMARY OF COUNCIL ACTIONS

City Council Regular Meeting  
Monday, November 16, 2020 at 7:00 PM

### 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 16, 2020 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 [hyattsville.org/meetings](https://hyattsville.org/meetings).

### PUBLIC PARTICIPATION:

Public Comment may be made using the e-comment feature at [hyattsville.org/meetings](https://hyattsville.org/meetings) or emailing [cityclerk@hyattsville.org](mailto:cityclerk@hyattsville.org). All electronic comments must be submitted by 5 PM on November 16, 2020. Comments received will be read by City staff during the public comment portion of the meeting.

Members of the public who wish to attend the virtual council meeting must register in advance using the link below.

Register in advance for this webinar:

[https://zoom.us/webinar/register/WN\\_IVonR8UmRvSAZ00JMIMYxw](https://zoom.us/webinar/register/WN_IVonR8UmRvSAZ00JMIMYxw)

1. **Call to Order and Council Roll Call – *The meeting was called to order at 7:01 p.m. Ward 2 Councilmember Danny Schaible arrived at 7:05 p.m.; Ward 5 Councilmember Edouard Haba was absent.***
2. **Pledge of Allegiance to the Flag**
3. **Approval of Agenda – *APPROVED, UNANIMOUS***
4. **Approval of the Minutes**

#### **4.a) Approval of the Minutes – *APPROVED, UNANIMOUS***

**[HCC-146-FY21](#)**

**Sponsor:** At the Request of the City Administrator

**Co-Sponsor(s):** N/A

**[Minutes Nov 2, 2020 FINAL](#)**

I move that the Mayor and Council approve the minutes of the City Council meeting of November 2, 2020.

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

# City Council of Hyattsville, Maryland

## SUMMARY OF COUNCIL ACTIONS

City Council Regular Meeting  
Monday, November 16, 2020 at 7:00 PM

6. **Workshop (7:20 p.m. - 7:50 p.m.)**

6.a) **Affordable Housing Action Plan**

[HCC-135-FY21](#)

**Sponsor:** At the Request of the City Administrator

**Co-Sponsor(s):** N/A

[Hyattsville Housing Action Agenda Phase 1 Report](#)

[Hyattsville City Council Slide deck FINAL DRAFT](#)

Presentation only

7. **City Administrator Update (7:50 p.m. - 8:00 p.m.)**

8. **Treasurer Update (8:00 p.m. - 8:05 p.m.)**

9. **Presentations (8:05 p.m. - 8:20 p.m.)**

9.a) **FY21 Strategic Communications Report**

[HCC-134-FY21](#)

**Sponsor:** At the Request of the City Administrator

**Co-Sponsor(s):** N/A

[FY 2021 Communications Presentation to Council FINAL](#)

Presentation

10. **Consent Items (8:20 p.m. - 8:25 p.m.)**

10.a) **FY21 Budget Amendment: Acceptance of Donation for K9 Car Kennel (Police Facility Dog, Nola) – *APPROVED, UNANIMOUS***

[HCC-130-FY21](#)

**Sponsor:** At the Request of the City Administrator

**Co-Sponsor(s):** N/A

I move that the Mayor and Council accept and appropriate a donation in the amount of \$2,345.10 from the Washington DC Community Youth Foundation, Inc. for the purchase and installation of a K9 car kennel for Nola V, the Police Department Facility Dog.

10.b) **Distribution Agreement with Capital Area Food Bank – *APPROVED, UNANIMOUS***

[HCC-131-FY21](#)

**Sponsor:** At the Request of the City Administrator

**Co-Sponsor(s):** N/A

[Distribution Agreement Final COVID-19 October-December 2020 \(1\)](#)

# City Council of Hyattsville, Maryland

## SUMMARY OF COUNCIL ACTIONS

City Council Regular Meeting  
Monday, November 16, 2020 at 7:00 PM

I move that the Mayor and Council authorize the City Administrator to enter into an agreement with the Capital Area Food Bank for the weekly receipt and distribution of non-perishable food boxes through December 20, 2020, upon the review and approval of the City Attorney for legal sufficiency, in support of the City's efforts to provide food to families in need during COVID-19.

**10.c) Agreement with HYCDC: Design and Installation of Signage at Jim Henson Courtyard – APPROVED, UNANIMOUS**

**HCC-132-FY21**

**Sponsor:** At the Request of the City Administrator

**Co-Sponsor(s):** N/A

[Hyattsville Arts Project Management Agreement -HCDC Arts Project exculpatory agreement](#)

I move that the Mayor and Council authorize the City Administrator to enter into an agreement with the Hyattsville Community Development Corporation (HYCDC) for the design and installation of informational signage at the Jim Henson Courtyard at the Park, upon the review and approval of the City Attorney for legal sufficiency.

**10.d) Zoning Variance Request V-35-20 - 3003 Lancer Place, Hyattsville – APPROVED, UNANIMOUS**

**HCC-137-FY21**

**Sponsor:** At the Request of the City Administrator

**Co-Sponsor(s):** N/A

[Information for Hyattsville V-35-20](#)

[City of Hyattsville Zoning Variance Policy Statement and Variance Process 10 3 11](#)

I move that the City Council authorize the Mayor to send correspondence to the Prince George's County Board of Zoning Appeals stating the City's support for variance request V-35-20, a request of (1) Five (5) feet front building line width, (2) 3% net lot coverage and (3) a waiver of the parking area location requirement to allow the applicant to obtain a building permit for the proposed construction of a driveway at the subject property at 3003 Lancer Place, Hyattsville.

**10.e) Ultraviolet Disinfecting Solutions for City Building – APPROVED, UNANIMOUS**

**HCC-138-FY21**

**Sponsor:** At the Request of the City Administrator

**Co-Sponsor(s):** N/A

[Hyattsville Public Works Proposal 10-26-20](#)

[Hyattsville Recreational Building Proposal 10-23-20 \(1\)](#)

[Hyattsville Municipal Proposal 10-26-20](#)

I move that the Mayor and Council authorize the City Administrator to enter into an agreement, not to exceed \$85,000, with Veteran LED to provide ultraviolet disinfecting solutions for the City Municipal building, the new DPW facility, and the park recreation building, upon the review and approval of the City Attorney.

# City Council of Hyattsville, Maryland

## SUMMARY OF COUNCIL ACTIONS

City Council Regular Meeting  
Monday, November 16, 2020 at 7:00 PM

### **10.f) Prince George's County Zoning Rewrite: §27-05 – *APPROVED, UNANIMOUS***

**HCC-140-FY21**

**Sponsor:** At the Request of the City Administrator

**Co-Sponsor(s):** N/A

[Memo - County Zoning Rewrite - Section 27 - 10.26.2020 Final](#)

[CB-013-2018 - PART 27-5 - USE REGULATIONS - Pg 74](#)

I move the Council authorize the Mayor to send correspondence to the Prince George's County District Council as well as the M-NCPPC Planning Board, requesting amendments to proposed Section 27-05 section (B.i.) Alcohol production facility, small-scale and (B.iii) Off-site manufacturing of beer, to incorporate language as follows:

(i) The minimum area of the eating, drinking, and entertainment area of the alcohol production facility, small-scale, shall be 45 percent of the total square footage for the establishment, or a minimum of 1,500 square feet, whichever is greater, unless the building in which it is located is an adaptive reuse or the interior layout of the building makes compliance impracticable.

(iii) Off-site distribution of manufactured beer is allowed, as long as it is done from the rear of the building, and adequate loading and access for the activity is provided, unless the building in which it is located is an adaptive reuse or the exterior of the building makes compliance impracticable.

### **10.g) FY21 Budget Amendment - Prince George's County Tree ReLEAF Grant – *APPROVED, UNANIMOUS***

**HCC-141-FY21**

**Sponsor:** At the Request of the City Administrator

**Co-Sponsor(s):** N/A

[Hyattsville Tree ReLEAF 2020-signed](#)

I move that the Mayor and Council accept and appropriate \$9,000 from the Prince George's County Tree ReLEAF Grant for the planting of trees in the City of Hyattsville.

### **10.h) Implementing Participatory Budgeting – *APPROVED, UNANIMOUS***

**HCC-142-FY21**

**Sponsor:** Hollingsworth

**Co-Sponsor(s):** N/A

I move that the Mayor and Council establish an ad hoc advisory committee to develop recommendations for a plan to establish a participatory budgeting process beginning with the FY23 budget.

# City Council of Hyattsville, Maryland

## SUMMARY OF COUNCIL ACTIONS

City Council Regular Meeting  
Monday, November 16, 2020 at 7:00 PM

**10.i) FY21 Budget Amendment - Acceptance of Donation from Toyota of Bowie – *APPROVED, UNANIMOUS***

[HCC-144-FY21](#)

**Sponsor:** At the Request of the City Administrator

**Co-Sponsor(s):** N/A

I move that the Mayor and Council accept and appropriate \$9,000 from Toyota of Bowie to support food drive initiatives in the City.

### 11. Action Items (8:25 p.m. - 8:45 p.m.)

**11.a) Municipal Building: First Floor Entry Renovation – *APPROVED, 9-0-1***

[HCC-136-FY21](#)

**Sponsor:** At the Request of the City Administrator

**Co-Sponsor(s):** N/A

[Hyattsville City Bldg - Keller D-B proposal 2020 11-04 REVISED](#)

I move that the Mayor and Council authorize the City Administrator to enter into a design/build agreement with Keller Construction Management for the renovation of the first-floor entryway at 4310 Gallatin Street at a cost not to exceed \$200,000. The contract agreement authorization is subject to the legal review and approval by the City Attorney.

**11.b) Zoning Variance Request V-30-20 - 3545 Madison Place, Hyattsville – *APPROVED, UNANIMOUS***

[HCC-139-FY21](#)

**Sponsor:** At the Request of the City Administrator

**Co-Sponsor(s):** N/A

[Memo - V-30-20](#)

[Information for Hyattsville V-30-20](#)

[City of Hyattsville Zoning Variance Policy Statement and Variance Process 10 3 11](#)

I move that the City Council authorize the Mayor to send correspondence to the Prince George's County Board of Zoning Appeals stating the City of Hyattsville, at this time, is not in support for Variance Request V-30-20, Variances of 5 feet front yard depth and a waiver of the parking area location requirement for the subject property 3545 Madison Place, Hyattsville. The correspondence shall communicate that the City encourages the applicant to resubmit its applications with revisions demonstrating coordination with the adjacent property and design to reduce the amount of impervious surface created on the property.

# City Council of Hyattsville, Maryland

## **SUMMARY OF COUNCIL ACTIONS**

City Council Regular Meeting  
Monday, November 16, 2020 at 7:00 PM

**12. Discussion Items (8:45 p.m. - 8:55 p.m.)**

**12.a) County Sectional Map Amendment (SMA): Clay Property Request for Support**  
**[HCC-143-FY21](#)**

**Sponsor:** At the Request of the City Administrator

**Co-Sponsor(s):** N/A

[Clay CMA - City Council Memo - 11.16.20 Final Owner's Exhibit](#)  
[Community Meeting Details](#)  
[Zoning Reference Information](#)

Discussion Only

**13. Council Dialogue (8:55 p.m. - 9:05 p.m.)**

**14. Community Notices and Meetings**

**14.a) Main City Calendar November 17 - December 7, 2020**

**[HCC-145-FY21](#)**

**Sponsor:** At the Request of the City Administrator

**Co-Sponsor(s):** N/A

[Main City Calendar Nov 17 - Dec 7 2020 FINAL](#)

**15. Motion to Adjourn – *APPROVED, UNANIMOUS***

***The meeting adjourned at 9:38 p.m.***

**ATTEST:**

**November 17, 2020**



---

**Laura Reams, City Clerk**



---

**Sean Corcoran, Deputy City Clerk**