



## REGULAR MEETING OF THE CITY COUNCIL, HYATTSVILLE MD

MARCH 23, 2020 – 8:00 PM

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Candace Hollingsworth, Mayor  
Kevin Ward, W1 (Council President)  
Carrianna Suiter, W3 (Council Vice President)  
Bart Lawrence, W1  
Robert Croslin, W2  
Danny Schaible, W2  
Ben Simasek, W3  
Edouard Haba, W4  
Daniel Peabody, W4  
Joseph A. Solomon, W5  
Erica Spell Wolf, W5

Absent: None

Also present were the following City staff members:

Tracey E. Douglas, City Administrator  
Jim Chandler, Assistant City Administrator  
Ron Brooks, City Treasurer  
Chief Amal Awad, City of Hyattsville Police Department  
Lesley Riddle, Director of Public Works  
Vivian Snellman, Director of Human Resources  
Laura Reams, City Clerk  
Sean Corcoran, Deputy City Clerk

### MEETING NOTICE:

As we all take precautions due to the COVID-19 (Coronavirus) pandemic, the Hyattsville City Council will hold its meeting on Monday, March 23, 2020 remotely via video conference.

To join the video conference, please use the link below. The meeting will also 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).

Join Zoom Meeting:  
<https://zoom.us/j/739659776>

To join with audio only: +1 301 715 8592 US  
Meeting ID: 739 659 776  
Find your local number: <https://zoom.us/u/abf4v5ZGh2>

### PUBLIC PARTICIPATION:

Participants who join the video/audio conference will be enabled to speak by the meeting chair. Speakers will be allowed to address the Council for two (2) minutes, but there will be no back and forth conversations. Once the two (2) minute time limit is up, the speaker will return to listen only mode.



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Public Comment may also be made using the e-comment feature at [hyattsville.org/meetings](http://hyattsville.org/meetings) or emailing [cityclerk@hyattsville.org](mailto:cityclerk@hyattsville.org). All electronic comments must be submitted by 6 PM on March 23, 2020. Comments received will be read by City staff during the public comment portion of the meeting.

The Council meeting will be conducted entirely remotely, there will be no in person meeting attendance.

### 1) Call to Order and Council Roll Call

**Mayor Candace Hollingsworth** called the meeting to order at 8:05 p.m.

### 2) Pledge of Allegiance to the Flag

### 3) Approval of Agenda

#### Amendment to the Agenda

**1) REMOVE** the Council Meeting minutes of February 18 and March 2, 2020 from the approval of the minutes. (there was no vote on the approval of minutes; the items will be addressed at the Council meeting scheduled for April 6, 2020.)

**2) AMEND** Hyattsville Emergency Ordinance 2020-01-COVID-19 to reflect a corrected date of adoption to March 23, 2020. – SEE ATTACHED DRAFT

**3) ADD** Discussion Item: COVID-19 Pandemic Fund – SEE ATTACHED DRAFT

|                  |   |
|------------------|---|
| <b>RESULT:</b>   | <b>APPROVED, AS AMENDED [UNANIMOUS]</b>   |
| <b>MOVER:</b>    | Ward  |
| <b>SECONDER:</b> | Croslin   |
| <b>AYES:</b>     | Hollingsworth, Ward, Suiter, Lawrence, Croslin, Schaible, Simasek, Haba, Peabody, Solomon, Spell Wolf |
| <b>ABSENT:</b>   | None  |

### 4. Public Comment (8:10 p.m. – 8:20 p.m.) Limit 2 minutes per speaker

City Clerk, Laura Reams, read the only public comment submitted electronically from Ward 3 resident, Chuck Perry. Mr. Perry's statement read: "Zoom is considered malware by the Electronic Freedom Frontier (EFF). If you install it on your machine, the meeting organizer can access personal information or other machine attributes of the host machine: What You Should Know About Online Tools During the COVID-19 Crisis <https://www.eff.org/deeplinks/2020/03/what-you-should-know-about-online-tools-during-covid-19-crisis>



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### 5. City Administrator Update (8:20 p.m. – 8:30 p.m.)

City Administrator, Tracey Douglas, addressed the Mayor and Council with updates regarding Hyattsville's Complete Count Committee stating that Census 2020 materials were sent out on March 13, 2020 and the deadline for completion had been extended to August 14, 2020. City Administrator Douglas reported that the Census response was 16.1% and the importance and challenge of reaching each resident was compounded by the ongoing COVID-19 pandemic.

Ms. Douglas thanked City staff, specifically Director Reams and Communications and Outreach Coordinator Brayan Perez, for their efforts in conducting business amid the emergency and keeping residents informed and stated that information regarding best practices from the City, County, State, and federal agencies was available on the City's website and detailed regulations, restrictions, and actions taken by the City. She thanked the residents for their compliance and encouraged the community to be diligent, generous, and helpful to their neighbors.

**Mayor Hollingsworth** echoed the sentiments of the City Administrator and noted that it was a very different and unfamiliar environment that presented several new challenges and changes in the way one regularly conducts his or her life. She asked that all members of the community continue to exercise the precautions recommended by health officials and authorities and recognized the struggle for those who owned businesses or were unable to continue to be gainfully employed.

**Mayor Hollingsworth** reported that for the previous two (2) weeks City officials and staff had been in contact with County and State leadership to receive the latest information and guidance regarding the virus. She noted participation in the coronavirus local response initiative which was a collaboration of various area officials at different stages of response to the virus to gauge the actions and progress of others to assess approaches and data. She stated that there were 55 resident volunteers active in the City and more were being sought as well as communications with the business, non-profit, and religious communities to share information regarding action within the City.

**Mayor Hollingsworth** relayed that City staff and officials were doing everything in their power to address the needs and concerns of residents and challenged her colleagues to be cognizant of every aspect and effect of impact of the pandemic and to continue to be leaders in the path to recovery. She stated that she was very pleased with the flexibility and adaptation demonstrated by staff and Council and was proud of the team that was established to serve Hyattsville.

### 6. Presentations (8:30 p.m. - 8:35 p.m.)

#### 6.a) Treasurer's Update (5 minutes)

HCC-266-FY20

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

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

Cover Page: [Treasurer's Update \(5 minutes\)](#)



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City Treasurer Ron Brooks provided an update regarding the ongoing fiscal year (FY) audits stating that the FY18 audits were completed later than expected due to the introduction of five (5) new reporting requirements, the FY19 audits were on schedule and at the midpoint and they also included the introduction of four (4) new reporting requirements, and that the FY20 budgets were scheduled for discussion at the April 6, 2020 Council meeting.

### 7. Appointments

#### 7.a) Appointments to the Education Advisory Committee

HCC-267-FY20

Lead Sponsor: Haba

Co-Sponsor(s): Ward, Schaible

Cover Page: [Appointments to the Education Advisory Committee](#)

[EAC Thornton W1 Redacted.pdf](#)

[EAC Garcia W5 Redacted.pdf](#)

I move that the Mayor and Council appoint Michelle Thornton (Ward 1) and Candida Garcia (Ward 5) to the Education Advisory Committee for a term of 2 years to expire on March 16, 2022.

#### 7.b) Appointment to the Health, Wellness, and Recreation Advisory Committee

HCC-270-FY20

Lead Sponsor: Schaible

Co-Sponsor(s): Simasek

Cover Page: [Appointment to the Health, Wellness, and Recreation Advisory Committee](#)

[HWRAC Morgan W5 Redacted.pdf](#)

[Committee Application Ferguson EAC Redacted.pdf](#)

I move that the Mayor and Council appoint Micah Morgan (Ward 5) to the Health, Wellness, and Recreation Advisory Committee for a term of 2 years to expire on March 16, 2022.

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| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>   |
| <b>MOVER:</b>    | Ward  |
| <b>SECONDER:</b> | Haba  |
| <b>AYES:</b>     | Hollingsworth, Ward, Suiter, Lawrence, Croslin, Schaible, Simasek, Haba, Peabody, Solomon, Spell Wolf |
| <b>ABSENT:</b>   | None  |

### 8. Consent Items (8:35 p.m. - 8:40 p.m.)

#### 8.a) Resolution 2020-04: State of Maryland Enterprise Zone Program Re-Designation

HCC-255-FY20

Lead Sponsor: At the Request of the City Administrator

Co-Sponsor(s): N/A



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Cover Page: [Resolution 2020-04: State of Maryland Enterprise Zone Program Re-Designation](#)  
[EZ Municipal Ltr Hyattsville.pdf](#)  
[Resolution 2020-04.docx](#)  
[Enterprise Zone Brochure.pdf](#)  
[Enterprise Zones - Municipality Map Series 14.pdf](#)

I move that the Mayor and Council introduce and adopt Resolution 2020-04, a resolution of the Mayor and City Council of the City of Hyattsville, Maryland, supporting the re-designating of the State of Maryland Enterprise Zone program which provides County and municipal real property, and County and municipal business personal property tax credits that could be instrumental in attracting new business investment to communities that have been targeted for revitalization (INTRODUCTION & ADOPTION).

### **8.b) 2020 Anniversary Carnival Contract: Snyder Amusements HCC-256-FY20**

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

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

Cover Page: [2020 Anniversary Carnival Contract: Snyder Amusements Hyattsville 2020 Carnival.docx](#)

I move that the Mayor and Council authorize the City Administrator to negotiate a contract with Snyder Amusements to provide carnival services for the 2020 City Anniversary Carnival, upon the review and approval of the City Attorney for legal sufficiency.

### **8.c) Cancel Budget Work Session of March 25, 2020 HCC-273-FY20**

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

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

Cover Page: [Cancel Budget Work Session of March 25, 2020](#)

I move that the Mayor and Council cancel the Council Budget Work Session scheduled for Wednesday, March 25, 2020.

### **8.d) Zoning Variance Request V-2-20 - 3900 Jefferson Street, Hyattsville HCC-253-FY20**

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

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

Cover Page: [Zoning Variance Request V-2-20 - 3900 Jefferson Street, Hyattsville Memo - V-2-20.pdf](#)  
[Hughes Variance Application.pdf](#)  
[Stone 6Fifty.pdf](#)  
[SOJ Jefferson Street.pdf](#)  
[Variance Letter Jefferson.pdf](#)



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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's support for Variance Request V-2-20, a request of 11 feet front building line width, 3 feet front street line width, 5 feet front yard depth, and 7% net lot coverage for subject property located at 3900 Jefferson Street, Hyattsville.

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| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>   |
| <b>MOVER:</b>    | Ward  |
| <b>SECONDER:</b> | Haba  |
| <b>AYES:</b>     | Hollingsworth, Ward, Suiter, Lawrence, Croslin, Schaible, Simasek, Haba, Peabody, Solomon, Spell Wolf |
| <b>ABSENT:</b>   | None  |

### 9. Action Items (8:40 p.m. - 8:50 p.m.)

#### 9.a) Emergency Ordinance 2020-01-COVID-19

HCC-275-FY20

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

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

Cover Page: [Emergency Ordinance 2020-01-COVID-19](#)  
[Emergency Ordinance Covid-19 Final 3.20.20.docx](#)

I move that the Mayor and Council introduce and adopt Hyattsville Emergency Ordinance 2020-01-COVID-19, an uncoded Ordinance whereby the City of Hyattsville confirms the City Administrator's or their designee's authority to take all appropriate and reasonable actions necessary to prevent and/or reduce the impact of the outbreak of disease caused by the coronavirus ("COVID-19") on the efficient operation of the City's government in order to protect the health, safety, and welfare of its residents (INTRODUCTION & ADOPTION).

**Ward 5 Councilmember Joseph Solomon** asked whether City staff were receiving everything they need during the crisis specifying concerns regarding the Hyattsville Police Department and the Department of Public Works to which City Administrator Douglas responded that staff had been in daily interdepartmental meetings which allowed the opportunity to identify any deficiency in resources or other concerns. She stated that while there were some staffing shortages, all departments were well-equipped with supplies and necessary resources.

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| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>   |
| <b>MOVER:</b>    | Ward  |
| <b>SECONDER:</b> | Haba  |
| <b>AYES:</b>     | Hollingsworth, Ward, Suiter, Lawrence, Croslin, Schaible, Simasek, Haba, Peabody, Solomon, Spell Wolf |
| <b>ABSENT:</b>   | None  |



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### 10. Discussion Items

#### 10.a) COVID-19 Pandemic Fund

Sponsor: Hollingsworth

**Mayor Hollingsworth** introduced the discussion item stating that there had been several discussions held to think of ways in which staff and Council could provide any further assistance to ease the stress associated with the threat and restrictions of the COVID-19 virus. She stated that she had conversed with the City Treasurer to determine an amount that he would be comfortable in designating for an economic relief fund and added that similar initiatives from the County were pending. **Mayor Hollingsworth** stressed the importance of thoroughly reviewing the needs and potential contribution areas before implementation to ensure that they were maximizing the benefit of any relief funding.

**Ward 2 Councilmember Robert Croslin** expressed support for the notion stating that it was important to secure the sustainability of small businesses within the community. He stated that Hyattsville had come a long way in that respect and that inaction could cause a regress with which no one would be content.

**Mayor Hollingsworth** recollected that she had not detailed the amount in question and stated that the amount in which the City Treasurer would be comfortable in extracting from the unencumbered fund balance was \$1M to which Treasurer Brooks confirmed.

**Ward 3 Councilmember Ben Simasek** expressed support for the measure and stated that it would be beneficial when learning of the amounts that would be available from County and State entities and identifying gaps in funding that could be resolved by the City that would assist and protect the most vulnerable residents.

**Ward 5 Councilmember Erica Spell Wolf** expressed support for the concept of the measure and was interested to discuss and determine how funding relief would be applied to small businesses. She stated that she would like to quell her concern regarding the aging members of the community since senior programming had been compromised and ensure that there were continuing resources available to help those individuals remain active and engaged.

**Mayor Hollingsworth** retorted that though the item implied relief for small businesses, it had yet to take shape and could address any number of areas in need and could be applied in several manners. She requested that Council investigate their respective areas to identify where need existed as well as how it could coincide and overlap with initiatives at the County and State levels.

**Councilmember Solomon** thanked the Mayor for clarifying the concept and asked whether Council would be acting ahead of the County and State entities requesting further clarity as to the details of the process and approach regarding data collection and actions thereafter to which **Mayor Hollingsworth** replied that it was best to conduct adequate research and hold conversations with stakeholders to be sure that funds would



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be properly applied, but also to wait to react to any actions taken by the other authoritative tiers.

**Ward 4 Councilmember Edouard Haba** suggested relieving the burden of inventory taxes on small businesses to proactively provide assistance before waiting on the actions of other Bodies to which City Treasurer Ron Brooks stated that it would be investigated to determine if that could be a method of financial aid. Mr. Brooks explained the process in which inventory taxes are applied and paid and forecasted the return of the line item in the budget.

**Ward 2 Councilmember Danny Schaible** expressed support for the measure stating that it would do a lot of good for small businesses and highlighted the difficulty of running a business regardless of the current climate. He suggested exploring ideas that would result in the coordination between residents and restaurants and provide food to those in need as well as keeping a focus on the workers of small businesses and restaurants.

**Mayor Hollingsworth** stated that everyone had been apprised of the concept of the item and expressed the importance of the opportunity to make a difference for the community as well as the necessity to do so given the challenges all were facing since the beginning of the spread of COVID-19. She implored her colleagues to put forth a great effort to come up with ways in which to allocate funds to most benefit everyone.

### 11. Council Dialogue (8:50 p.m. - 9:00 p.m.)

**Councilmember Simasek** addressed those who were in more fortunate circumstances than others encouraging them to help others in need and be available during the trying times.

**Councilmember Haba** cautioned all to follow Centers for Disease Control (CDC) recommendations and to be diligent in the effort to minimize the effects and spread of COVID-19.

**Councilmember Spell Wolf** expressed her appreciation for all of the participation and communication from residents and encouraged the continuation of the sharing of ideas and information. She stated that there were many who were eager to help and if anyone was in need to seek help.

**Ward 1 Councilmember Bart Lawrence** requested that everyone follow the CDC guidelines and asked that City Administrator Douglas relay his gratitude to City staff for their continued dedication and hard work during the complicated times. He stated that he was always grateful for the services provided, but even more so given the added challenges and concerns regarding the COVID-19 virus.

**Ward 4 Councilmember Daniel Peabody** agreed with the comments made by his colleagues thanking the City Administrator and City staff for their hard work and planning to keep everyone informed and safe and referenced comments made by the Mayor





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stating that he was also very appreciative of the efforts and generosity of residents who offer their time and skills to others in a time of need. He encouraged everyone to take care of each other and asked that if any Ward 4 residents find themselves in need to reach out to him or his counterparts to help receive any necessities.

**Councilmember Croslin** reminded participants that while everyone is mostly confined to their homes it was important to reach out and check in on neighbors and loved ones, particularly senior citizens.

**Councilmember Solomon** took the opportunity to pose questions to the City Administrator that he was unable to address earlier inquiring as to whether or not there would be a financial impact to the City due to the income tax filing date being delayed to which Ms. Douglas deferred to City Treasurer Brooks who responded that it would have no impact whatsoever.

**Councilmember Solomon** then asked whether law enforcement were actively enforcing the COVID-19 safety guidelines or whether there was a plan to do so in the near future such as business closures and social distance to which Ms. Douglas stated that there had been minimal communication regarding the enforcement of guidelines, but that law enforcement were monitoring and providing guidance where needed. She stated that residents were generally compliant and that instruction and enforcement minimally necessary.

**Councilmember Solomon** inquired as to whether there had been any increase in domestic violence or child protective issues since the instruction for residents to remain mostly indoors to which City Administrator Douglas replied that the City of Hyattsville had not experienced an increase in anything of the like, but cited a conference call in which County officials had identified a slight escalation. **Mayor Hollingsworth** stated that the Commissioner's offices in Upper Marlboro and Hyattsville were receiving and processing domestic violence petitions and they were considered a priority. Hyattsville Chief of Police, Amal Awad, added that resources were available for those who need to reach out regarding domestic abuse and that information would be provided to the Councilmember.

City Treasurer Brooks addressed earlier comments made by **Councilmember Solomon** reporting that there were some differences in the receipt of income tax revenues for FY20 when compared to FY19, but they were being tracked closely and Mr. Brooks estimated a potential \$100K decrease that would be resolved by other safety funds previously set aside for those instances.

**Council President Kevin Ward** reiterated the comments of his colleagues and encouraged those who were able to volunteer and implored those who were in need to request help from their peers, friends, and families and stated that several resources were available for assistance and support.



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**Council Vice President Carrianna Suiter** echoed her colleagues' remarks and expressed her appreciation for State and Local leadership in lieu of aggressive action at the federal level. She encouraged the community to help where needed, promoted unity, and thanked those who were performing essential duties and ensuring that community residents could still conduct essential activities.

### 12. Community Notices and Meetings

**12.a) Main City Calendar: March 24 - April 6, 2020**

**HCC-274-FY20**

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

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

Cover Page: [Main City Calendar: March 24 - April 6, 2020](#)

[Main City Calendar Mar 24-Apr 6 Last updated 031320.docx](#)

### 13. Motion to Adjourn

|                  |   |
|------------------|---|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>   |
| <b>MOVER:</b>    | Croslin   |
| <b>SECONDER:</b> | Spell Wolf  |
| <b>AYES:</b>     | Hollingsworth, Ward, Suiter, Lawrence, Croslin, Schaible, Simasek, Haba, Peabody, Solomon, Spell Wolf |
| <b>ABSENT:</b>   | None  |

The meeting adjourned at 9:06 p.m.

**ATTEST:**

**March 27, 2020**

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**Laura Reams, City Clerk**