

City of Hyattsville

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



Meeting Minutes

Monday, July 18, 2022

7:00 PM

Register in advance for this webinar:

https://us06web.zoom.us/webinar/register/WN_v7ZX2AQyTuy1VC1EUDc8xg

Virtual

City Council

Robert S. Croslin, Mayor
Danny Schaible, Council Vice President, Ward 2
Sam Denes, Ward 1
Joanne Waszczak, Ward 1
Ben Simasek, Ward 3
Jimmy McClellan, Ward 3
Edouard Haba, Ward 4
Daniel Peabody, 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, July 18, 2022 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_v7ZX2AQyTuy1VC1EUDc8xg

1. Call to Order and Council Roll Call

The meeting was called to order at 7:03 p.m.

Also Present:

City Administrator-Tracey Douglas
Assistant City Administrator-Jim Chandler
City Treasure-Ron Brooks
Director of Public Works-Lesley Riddle
Chief of Police-Jarod Towers
Director of Community Services-Sandra Shepherd
Director of Human Resources-Vivian Snellman
Emergency Services Coordinator-Reggie Bagley
City Clerk-Laura Reams
Deputy City Clerk-Nate Groenendyk

Present:	Mayor Robert Croslin Council Member Joanne Waszczak Council Member Ben Simasek Council Member Jimmy McClellan Council Member Edouard Haba Council Member Daniel Peabody Council Member Joseph Solomon Council Member Rommel Sandino
Absent:	Council Vice-President Danny Schaible Council Member Sam Denes

2. Pledge of Allegiance to the Flag

3. Approval of Agenda

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

Aye: Croslin, Waszczak, Simasek, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Schaible, and Denes

4. Approval of the Minutes**4.a. Approval of the Minutes**[HCC-7-FY23](#)

I move that the Mayor and Council approve the minutes of the Council meeting of June 21, 2022.

Sponsors: City Administrator

Attachments: [MeetingMinutesJune_21_2022](#)

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

Aye: Croslin, Waszczak, Simasek, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Schaible, and Denes

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

Written Public Comments:

1. Chuck Perry provided a comment regarding his dissatisfaction with the investigation of an incident that occurred during a zoom meeting for Ward 1 residents.

2. Chuck Perry provided a comment in opposition to the proposed contract with Hyattsville Life and Times.

3. David Marshall provided a comment in opposition to the City's contract with the Hyattsville Volunteer Fire Department.

6. Community Notices and Meetings**6a. Main City Calendar: July 19, 2022 - August 1, 2022**[HCC-5-FY23](#)

N/A

Sponsors: City Administrator

Attachments: [City Calendar July 19, 2022-August 1, 2022](#)

7. City Administrator Update

City Administrator Tracey Douglas and Director of Community Services Sandra Shepherd gave updates on City related news and events.

8. Presentations (7:30 p.m. - 8:00 p.m.)**8.a. Special Ward 2 Election Presentation**[HCC-24-FY23](#)

Presentation Only

Sponsors: City Administrator

Attachments: [Ward 2 Special Election - July 18 Presentation](#)

City Clerk Laura Reams presented information about the October Ward 2 Special Election.

8.b. Update on See, Click, Fix: Citizen Request Software[HCC-25-FY23](#)

Presentation Only.

Sponsors: City Administrator

Attachments: [My Hyattsville](#)

Communications Manager Cindy Zork and Bilingual Communications Supervisor Brayan Perez presented an update on See, Click, Fix, the City's 311 citizen request software.

Council Member Sandino asked if there is a manner to inform residents of the expected wait time for certain requests and the possibility of analyzing reoccurring issues.

Mr. Perez responded that the program could be used to create automated messages per category and that analyzing reoccurring issues will be addressed at the monthly staff meetings.

Council Member Waszczak asked about the information provided when closing a ticket and the difference between the City's program and the 311 app used by Prince George's County.

Mr. Perez provided the information that City staff enters when closing a ticket and Ms. Zork addressed the differences between See, Click, Fix and 311.

Council Member Simasek asked about how the City could help track issues that are not under the City's purview.

Mr. Perez responded that this could be addressed through future conversations with the See, Click, Fix vendor.

Appointments (8:00 p.m. - 8:05 p.m.)

a. Appointment to the Educational Facilities Task Force[HCC-3-FY23](#)

I move that the Mayor and Council approve the appointment of Justine Christianson (Ward 2) to the Educational Facilities Task Force for a term of two (2) years to expire on July 18, 2024.

Sponsors: Waszczak, Denes and Peabody

Attachments: [Christianson EFTF Ward 2 redacted](#)

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

Aye: Croslin, Waszczak, Simasek, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Schaible, and Denes

b. Appointment to the Ethics Commission[HCC-4-FY23](#)

I move that the Mayor, with Council approval, appoint Mark Graham (Ward 2) to the Ethics Commission for a term of three (3) years to end on July 18, 2025.

Sponsors: Croslin

Attachments: [Graham Ethics Commission Ward 2 redacted](#)

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

Aye: Croslin, Waszczak, Simasek, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Schaible, and Denes

9. 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.

A motion was made by Council Member Solomon, seconded by Council Member Haba, to approve the Consent Agenda. The motion carried by the following vote:

Aye: Croslin, Waszczak, Simasek, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Schaible, and Denes

9.a. Resolution 2022-07: Designating the Ward 2 Special Election as Vote-by-Mail [HCC-1-FY23](#)

I move that the Mayor and Council adopt Hyattsville Resolution 2022-07, a resolution whereby the City Council notifies the City's Board of Elections to fill the vacancy in the office of the Ward 2 Council Member by a special election, declares the City's 2022 special Ward 2 election to be a vote-by-mail election (INTRODUCTION & ADOPTION).

Sponsors: City Administrator

Attachments: [Resolution 2022-07 - Special Mayoral Vote by Mail Election 06.28.22](#)
[EIC FINAL](#)
[BOSE Letter to City Council June 30 2022](#)

9.b. Police Communications Agreement with the City of Hyattsville and City of Mount Rainier [HCC-2-FY23](#)

I move that Mayor and Council authorize the City Administrator to execute an agreement with the City of Mt. Rainier which allows the Hyattsville Police Department to provide radio dispatching services and incoming calls for police services (both emergency and non-emergency). This agreement is for a term of one (1) year.

Sponsors: City Administrator

Attachments: [Communications Agmt Mt. Rainie 062922 - KCK](#)

9.c. FY23 Budget Appropriation: No Kid Hungry Grant Award [HCC-8-FY23](#)

I move that the Mayor and Council accept and appropriate, in the FY23 budget, a grant award from No Kid Hungry in the amount of \$6,000 for support of the City's efforts to alleviate immediate food insecurity in our city and surrounding municipalities.

Sponsors: City Administrator

Attachments: [Grant Agreement for City of Hyattsville No kid hungry FY23 \(1\)](#)

9.d. FY23 - Landscaping Contract Expenditure [HCC-9-FY23](#)

I move that the Mayor and Council authorize an expenditure not to exceed \$75,000 to Professional Lawn Maintenance Services (PLMS) for the FY23 portion of the existing landscaping contract.

Sponsors: City Administrator

9.e. FY23 - Alley Maintenance Contract Expenditure [HCC-10-FY23](#)

I move that the Mayor and Council authorize an expenditure to Professional Lawn Maintenance Services (PLMS) for an amount not to exceed \$35,000 for the FY23 portion of the contract.

Sponsors: City Administrator

9.f. Adirondack Tree Experts Contract - Option Year 4 [HCC-12-FY23](#)

I move that the Mayor and Council authorize the City Administrator to execute option year four (4) of the Urban Tree Care contract with Adirondack Tree Experts and authorize an expenditure not to exceed \$185,000 for continued services.

Sponsors: City Administrator

9.g. Approval of Funding for FY23 Lease of 4629 Arundel Place [HCC-13-FY23](#)

I move that the Mayor and Council authorize an expenditure of \$42,000 to Phu Than Neuyen for the lease of 4629 Arundel Place from July 1, 2022 - June 30, 2023 pending legal review.

Sponsors: City Administrator

9.h. Construction of a Submerged Gravel Wetland [HCC-14-FY23](#)

I move that the Mayor and Council authorize an expenditure not to exceed \$170,000 to Stormwater Maintenance, LLC (dba SMC) for the construction of the 42nd Place submerged gravel wetland.

Sponsors: City Administrator

Attachments: [42nd Place Submerged Gravel Wetland SMC Proposal](#)

9.i. Purchase of two Mobile Refuse Collection Trucks [HCC-15-FY23](#)

I move that the Mayor and Council authorize the City Administrator to enter into an agreement with GranTurk to purchase two mobile refuse collection trucks for an amount not to exceed \$500,000 pending legal review.

Sponsors: City Administrator

Attachments: [City of Hyattsville Sourcewell Quote](#)

9.j. Purchase of Samsara Vehicle Gateways [HCC-16-FY23](#)

I move the Mayor and Council authorize the City Administrator to the enter into an agreement to purchase Samsara Vehicle Gateways from CDW-G for an authorized expenditure not to exceed \$45,000 pending legal review.

Sponsors: City Administrator

Attachments: [MTKH056](#)

9.k. Vehicle Maintenance Agreement - Hyattsville Volunteer Fire Department [HCC-18-FY23](#)

I move the Mayor and Council authorize the City Administrator to approve the Vehicle Maintenance Agreement with the Hyattsville Volunteer Fire Department (HVFD) for the City of Hyattsville to provide vehicle maintenance services to HVFD.

Sponsors: City Administrator

Attachments: [HVFD contract 5.31.22 -LR Review](#)

9.l. Hyattsville Ordinance 2022-03: Authorizing the Issue and Sell of General Obligation Bond Anticipation Notes (SECOND READING & ADOPTION) [HCC-23-FY23](#)

I move that the Mayor and Council adopt Hyattsville Ordinance 2022-03 authorizing and empowering City of Hyattsville to issue and sell from time to time one or more series of (1) general obligation bonds in an aggregate principal amount **NOT** to exceed Eleven Million Two Hundred Fifty Thousand Dollars (\$11,250,000), and (2) general obligation bond anticipation notes in an aggregate principal amount not to exceed Eleven Million Dollars (\$11,000,000), and (3) general obligation refunding bonds provided that the aggregate principal amount of any series of refunding bonds shall not exceed one hundred thirty percent (130%) of the aggregate principal amount of the bonds refunded therefrom.

The ordinance requires the proceeds of the sale of the bonds to be used and applied for the public purpose of financing, reimbursing or refinancing costs of the project identified as 3505 Hamilton Street Public Safety Building, together with related costs; specifies the amount of the bonds and the bond anticipation notes to be allocated to the project, provides that each series of the authorized bonds, bond anticipation notes and refunding bonds may be sold at public sale or private sale; authorizes the City Council to determine or provide by resolution for various matters relating to the authorization, sale, security, issuance, delivery, payment, and redemption or repayment of and for each series of bonds; City pledges its full faith and credit and unlimited taxing power to the payment of debt service on the bonds and provides for the imposition of ad valorem taxes sufficient for such purposes. Details of any series of the bonds to be issued shall be determined or provided for by resolution of the City Council.

Sponsors: City Administrator

Attachments: [Ordinance 2022-03 Issuance of BANs](#)

9.m. 2022 Memorandum of Understanding with Capital Area Food Bank for Monthly Mobile Market [HCC-26-FY23](#)

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 establishment of a Mobile Market to include the monthly receipt and distribution of fresh produce at David C. Driskell Park.

Sponsors: City Administrator

Attachments: [COH-MOU](#)

9.n. FY23 Budget Amendment: Gas Powered Leaf Blower Ban Communications Needs [HCC-27-FY23](#)

I move the Mayor and Council approve and appropriate an increase of \$6,500 in the FY23 communications budget in the general fund for the design, printing, and distribution of communications to residents about Hyattsville's Gas Leaf Blower Ban and Trade-In Program.

Sponsors: City Administrator

9.o. Letter of Support for Habitat for Humanity Partnership Grant Opportunity [HCC-28-FY23](#)

I move that the Mayor and Council authorize the City Administrator provide a letter to support the application submitted by Habitat for Humanity Metro Maryland ("HFHMM") to the Maryland Department of Housing and Community Development's National Capital Strategic Economic Development Fund Program ("NED") for the HFHMM Repair Accessibility Modification Program (RAMP) - Critical Repair, Accessibility and Weatherization Program, (the "Program").

Sponsors: City Administrator

Attachments: [COH RAMP Letter of Support](#)
[MOU RAMP HHMM HAP 6.13.22 \(1\)](#)

10. Action Items (8:05 p.m. - 9:35 p.m.)

10.a. Hyattsville Resolution 2022-08: Authorizing the Issue and Sell of General Obligation Bond Anticipation Notes (INTRODUCTION & ADOPTION)[HCC-6-FY23](#)

I move that the Mayor and Council introduce and adopt Hyattsville Resolution 2022-08 authorizing the issuance and sale of the City's general obligation bond anticipation notes in an original aggregate principal amount not exceeding Eleven Million Dollars (\$11,000,000).

The resolution requires that the proceeds of the sale of the notes be used and applied for the public purpose of financing or reimbursing costs of the project identified as the 3505 Hamilton Street Public Safety Building, together with related costs, specifies the form and tenor of the notes, authorizes the sale thereof at private sale through a private placement or direct purchase transaction and specifies other details relating to the issuance, sale and delivery of the notes.

The resolution authorizes the Treasurer to determine certain terms and details in connection with the issuance, sale and delivery of the notes and provides for the appropriation, disbursement, and investment of the proceeds of the notes. The resolution pledges the City's full faith and credit and unlimited taxing power to the payment of debt service on the notes and provides for the imposition of ad valorem taxes sufficient for such purposes.

Sponsors: City Administrator

Attachments: [Resolution 2022-08 Issuance and Sale General Obligation Bonds 3505 Hamilton St REV071422](#)

Council Member Waszczak asked the City Treasurer to explain the dollar amount in the resolution.

City Treasurer Ron Brooks provided details on the cost of the project and the amount of the bond to be issued.

Council Member Waszczak asked for further clarity in relation to any change to the cost of the project in relation to the amount of the bonds.

Mr. Brooks responded that the City has additional funding to offset costs of the building. Director of Public Works Lesley Riddle and Deputy Director of Public Works Hal Metzler added that the project is expected to be completed within the current budget number.

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

Aye: Croslin, Waszczak, Simasek, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Schaible, and Denes

10.b. Election of Council President[HCC-17-FY23](#)

I move that the Mayor and Council elect Ward 5 Council Member Joseph A. Solomon as Council President.

Sponsors: Haba

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

Aye: Croslin, Waszczak, Simasek, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Schaible, and Denes

10.c. Community Planning Facilitation and Strategic Planning Consulting Services[HCC-29-FY23](#)

I move that the Mayor and Council accept the proposal submitted by Assedo Consulting LLC, 6100 Chevy Chase Drive, Suite 101, Laurel, Maryland 20707, for the purpose of facilitating and providing technical assistance in the development of the City's 2023 Community Sustainability Plan and authorize the City Administrator to execute a contract for services, not to exceed \$45,000, upon the review and approval by the City Attorney for legal sufficiency.

Sponsors: City Administrator

Attachments: [Memo - Community Sustainability Plan - Contract - 7.18.2022](#)
[Planning Consulting Services RFP - Posted](#)

Assistant City Administrator Jim Chandler provided background on the selection of the consultant.

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

Aye: Croslin, Waszczak, Simasek, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Schaible, and Denes

11. Discussion Items (9:35 p.m. - 9:00 p.m.)

11.a. FY23 Hyattsville Life and Times Contract[HCC-20-FY23](#)

For discussion. Proposed motion below.

I move the Mayor and Council authorize the City Administrator to enter a three-year contract with Streetcar Suburbs for City advertising in the Hyattsville Life & Times at a cost not to exceed \$38,770 for FY23, with a total cost not to exceed \$124,650 for the three-year term. This contract is subject to the review and approval by the City Attorney for legal sufficiency. I further move the Mayor and Council amend the FY23 Communications Budget in the amount of \$6,850 to support the increase in contractual value for this contract.

Sponsors: City Administrator

City Clerk Laura Reams presented information regarding the proposed three year contract with Hyattsville Life and Times (HLT).

Emily Strab, on behalf of the HLT Board of Directors, presented information about the history of the paper, its connection to the community, and financial details related to the proposed increase in the contract amount.

Council Member Waszczak expressed her support for the contract.

Council Member Peabody asked for a breakdown of the operating budget for the HLT.

Ms. Strab provided the paper's 2022 fiscal year information.

Council Member Peabody asked for the anticipated increase in budget for 2023 fiscal year.

Ms. Strab responded that the proposed contract will allow the paper to cover the increasing costs the paper has endured over the past years.

Council Member Peabody asked for clarity around the need for the HLT in regards to the City's capacity to distribute information to residents.

Ms. Reams provided information regarding the advantage of the HLT distribution in relation to the Hyattsville Reporter and the associated costs.

Council Member Haba asked for a breakdown of the City's contribution to HLT in relation to what College Park contributed.

Ms. Stab provided the contribution amounts for Hyattsville and College Park.

Council Member Solomon expressed concern about printed mail as a method of communication and that HLT is presented as a primarily English paper given the large Spanish speaking population in the City.

Ms. Reams gave information about the various methods the City uses to communicate and Mr. Perez added information about how the City reaches out specifically to the Spanish speaking population.

Ms. Strab provided information about how HLT reaches out to the Spanish speaking community.

Council Member Waszczak asked City Clerk Reams to describe the HLT involvement with candidate forums for local elections.

Ms. Reams provided the recent history of the HLT run candidate forums.

The discussion item was moved to action, seconded by Council Member Waszczak, and approved unanimously.

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

Aye: Croslin, Waszczak, Simasek, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Schaible, and Denes

12. Council Dialogue (9:00 p.m. - 9:10 p.m.)

13. Motion to Adjourn

The meeting was adjourned at 9:22 p.m.

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

Aye: Croslin, Waszczak, Simasek, McClellan, Haba, Peabody, Solomon, and Sandino

Absent: Schaible, and Denes