

City of Hyattsville

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



Agenda Regular Meeting

Register in advance for this webinar:

https://us06web.zoom.us/webinar/register/WN_KsHF3vf-S92PX9Lr-0KIhA

Monday, May 1, 2023

7:00 PM

Virtual

City Council

Robert S. Croslin, Mayor
Joseph Solomon, Council President, Ward 5
Danny Schaible, Council Vice President, Ward 2
Sam Denes, Ward 1
Joanne Waszczak, Ward 1
Emily Strab, Ward 2
Ben Simasek, Ward 3
Jimmy McClellan, Ward 3
Edouard Haba, Ward 4
Daniel Peabody, 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 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:

The Hyattsville City Council will hold its meeting on Monday, May 1, 2023 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_KsHF3vf-S92PX9Lr-OKIhA

- 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. Community Notices and Meetings**
 - 5.a. Main City Calendar: May 2, 2022 - May 15, 2022** [HCC-364-FY23](#)
N/A
Sponsors: City Administrator
Department: City Clerk
Attachments: [City Calendar May 2, 2023 - May 15, 2023](#)
- 6. City Administrator Update (7:20 p.m. - 7:40 p.m.)**
- 7. Presentations (7:40 p.m. - 8:00 p.m.)**

7.a. DeMatha Site Plan - Amendment to DSP-97030/03[HCC-373-FY23](#)

Presentation Only.

Sponsors: City Administrator

Department: Community & Economic Development

Attachments: [Memo - DeMatha Site Plan - Amendment to DSP097030-02](#)
[DeMatha DSP Presentation \(002\)](#)

Proclamations**a. Proclamation of Municipal Clerks Week**[HCC-366-FY23](#)

I move that the Mayor and Council adopt a proclamation recognizing the week of April 30 through May 6, 2023, as Municipal Clerks Week in the City of Hyattsville.

Sponsors: City Administrator

Department: City Clerk

Attachments: [CM 0501 Municipal Clerks Week 2023](#)

b. Proclamation of Mental Health Awareness Month[HCC-367-FY23](#)

I move that the Mayor and Council proclaim May 2023 as Mental Health Awareness Month in the City of Hyattsville.

Sponsors: City Administrator

Department: City Clerk

Attachments: [CM 0501 Mental Health Month 2023](#)

c. Proclamation Recognizing Jewish American Heritage Month[HCC-368-FY23](#)

I move that Mayor and Council adopt a proclamation to declare May 2023 as Jewish American Heritage Month in the City of Hyattsville.

Sponsors: City Administrator

Department: City Clerk

Attachments: [CM 0501 Jewish American Heritage Month 2023](#)

d. Proclamation of Citizenship Celebration Day [HCC-369-FY23](#)

I move that the Mayor and Council proclaim May 6, 2023, as Citizenship Celebration Day in the City of Hyattsville.

Sponsors: City Administrator

Department: City Clerk

Attachments: [CM 0501 Citizen Celebration Day 2023](#)

e. Proclamation of Children's Mental Health Matters Week [HCC-370-FY23](#)

I move that the Mayor and Council adopt a proclamation recognizing May 7-13, 2023 as Children's Mental Health Matters week in the City of Hyattsville.

Sponsors: City Administrator

Department: City Clerk

Attachments: [CM 0501 Childrens Mental Health Matters Week 2023](#)

f. Proclamation of Asian American Native Hawaiian Pacific Islander Heritage Month [HCC-371-FY23](#)

I move that the Mayor and Council adopt a proclamation recognizing May 2023 as Asian American Native Hawaiian Pacific Islander Heritage Month in the City of Hyattsville.

Sponsors: City Administrator

Department: City Clerk

Attachments: [CM 0501 Asian Pacific Native Hawaiian American Heritage Month 2023](#)

8. 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.

8.a. Neighborhood Design Center - Work Order[HCC-362-FY23](#)

I move the Mayor and Council authorize the City Administrator to execute a work order with Neighborhood Design Center, under the terms of the Master Contract for Services, for a total cost not to exceed \$40,000 for the purpose with assisting the City in the design of The Spot, a trailhead and recreational amenity to be located at the east terminus of 4500 block of Hamilton Street, Hyattsville.

Sponsors: City Administrator

Department: Community & Economic Development

Attachments: [Memo - NDC Contract](#)
[NDC The Spot Redesign](#)

8.b. IT Adobe Suite Licensing - GHA Technologies Inc.[HCC-363-FY23](#)

I move the Mayor and Council to authorize the City Administrator to execute a work order with GHA Technologies Inc. in the amount not to exceed \$16,000 for the purpose of providing the City with Adobe Suite licensing products necessary to support City operations.

Sponsors: City Administrator

Department: Information Technology

Attachments: [Memo - IT Adobe Licensing - 4.25.2023](#)

8.c. ARPA: Staff Salary Adjustments[HCC-374-FY23](#)

I move that the Mayor and Council authorize the use of American Rescue Plan Act funds in an amount not to exceed \$759,000 for the purposes of reimbursing the City's General Fund for expenditures related to salary adjustments for City employees based on the results of the 2023 Compensation Study.

Sponsors: City Administrator

Department: Human Resources

Attachments: [Comp Study Adjust. Cost Summary](#)

9. Action Items (8:05 p.m. - 9:00 p.m.)

9.a. American Rescue Plan Act Funds Allocation[HCC-376-FY23](#)

I move that the Mayor and Council allocate a total of \$6,236,500 of American Rescue Plan Act funds for the following projects and amounts:

Title of Project Proposal Amount

Ager Rd/Queens Chapel Alley Pedestrian Safety Improvements \$1,500,000

Driskell Park Community Building Renovation \$500,000

Public Wi-fi Study \$60,000

Beautify Alternate Route 1 \$200,000

Hyattsville Tree Canopy Restoration Budget \$331,000

City Facilities Security Upgrades \$200,000

Hyattsville Crossing BID \$150,000

Environmental Depot \$600,000

Circulator Study Update \$25,000

Mental Health Coordinator for Teen Center \$100,000

Expand Electronic Sign System \$120,000

Publish a Small Business Directory Online \$80,000

Public Restroom and Shower Facilities in City-Owned Parks \$300,000

Driskell Park Three Season Programmable Outdoor Space \$300,000

SMART Waste Management Study \$60,000

PD Recruitment Advertising \$15,000

The Spot Placemaking Project \$250,000

Updates to City Building Restrooms \$280,000

VR Training Technology - PD \$110,000

City Building 2nd Floor Renovations \$800,000

Solar Community Message Boards \$71,500

IT Infrastructure Investment \$150,000

Scholarships for City Camps \$34,000

Sponsors: City Administrator

Department: Finance

9.b. Enterprise Community Partners Inc. - Rent Stabilization Ordinance Technical Analysis[HCC-372-FY23](#)

I move the City Council authorize the City Administrator to execute a contract for services with Enterprise Community Enterprise, Inc to provide the City with a Rent Stabilization Policy Study to inform the City's Rent Stabilization Ordinance, for a cost not to exceed \$40,000.

Sponsors: City Administrator

Department: Community & Economic Development

Attachments: [Memo - Enterprise Rent Stabilization Analysis](#)

- 10. Council Dialogue (9:00 p.m. - 9:10 p.m.)
- 11. Motion to Adjourn



City of Hyattsville

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Agenda Item Report

File #: HCC-364-FY23

5/1/2023

5.a.

Submitted by: Nate Groenendyk
Submitting Department: City Clerk
Agenda Section: Community Notices and Meetings

Item Title:

Main City Calendar: May 2, 2022 - May 15, 2022

Suggested Action:

N/A

Summary Background:

N/A

Next Steps:

N/A

Fiscal Impact:

N/A

City Administrator Comments:

N/A

Community Engagement:

N/A

Strategic Goals:

Goal 1 - Ensure Transparent and Accessible Governance

Legal Review Required?

N/A

For further information regarding City programming, events, or meetings please visit hyattsville.org/meetings or call 301-985-5000.

All committee meetings are virtual unless otherwise indicated below.

1. [Creative Minds Spring Session!](#)

May 2, 2023, 10:00 AM - 11:30 AM

@Driskell Park Recreation Center, 3911 Hamilton Street

Creative Minds is back this spring from April 25 - June 13! Hyattsville parents & guardians can join us Tuesdays with their toddlers from 10-11:30 am at the Driskell Park Recreation Center.

2. [Ageless Grace Seated Exercise Class](#)

May 3, 2023, 10:00 AM - 11:30 AM

@the first floor of the City Building

Hyattsville seniors are invited to this free weekly, hour-long, seated exercise class that uses simple exercises to improve motor skills and brain function.

3. [Shade Tree Board Meeting](#)

May 3, 2023, 7:30 PM

4. [Board of Supervisors of Elections Meeting](#)

May 4, 2023, 4:00 PM

@the third floor of the City Building

5. [Hyattsville Bike Rodeo!](#)

May 6, 2023, 11:00 AM - 2:00 PM

Join the City of Hyattsville, M-NCPPC Park Police, PGCPs and other partners for a bike rodeo! This free, family-friendly event will offer bike skills and safety training; bike and helmet fittings; and a bike repair station. Bring a bike and a helmet, or borrow one for the morning.

6. [Family Tree Care Day](#)

May 6, 2023, 1:30 PM - 3:30 PM

@Driskell Park

All ages are welcome to participate in a field day of fun activities that will help you learn how to care for Hyattsville's trees! Activities include watering relays, scavenger hunts, tree ID walks, and more.

7. [Creative Minds Spring Session!](#)

May 9, 2023, 10:00 AM - 11:30 AM

@Driskell Park Recreation Center, 3911 Hamilton Street

8. [City Elections](#)

May 9, 2023 @The City Building

You can vote in person on election day between 7am and 8pm or you can drop off your ballot in one of the City's secure ballot boxes located at the City Building, Hyattsville Library, or Edward M. Felegy Elementary School. All residents are welcome to attend the Election Fest in the City Building parking lot starting at 5pm until polls close. Free food, ice cream, music, and family fun. Come help us celebrate democracy!

9. [Hyattsville Environment Committee Meeting](#)

May 9, 2023, 7:00 PM

10. [Ageless Grace Seated Exercise Class](#)

May 10, 2023, 10:00 AM - 11:30 AM

@the first floor of the City Building

11. [Police and Public Safety Citizens' Advisory Committee Meeting](#)

May 10, 2023, 7:00 PM

12. [Youth Mental Health First Aid Webinar \(For Adults\)](#)

May 13, 2023, 9:00 AM - 3:00 PM

@Virtual

The City is offering a free Youth Mental Health First Aid Webinar Training on Saturday, May 13 from 9 a.m. to 3 p.m. Youth mental health first aid teaches adults how to identify, understand, and respond to signs of mental illnesses and substance use disorders for teens ages 12-18. Check out the City website for more details.

13. [Public Hearing: Proposed ARPA Spending Plan](#)

May 15, 2023, 6:30 PM - 7:00 PM

14. [City Council Meeting: 1st Reading of FY24 Budget](#)

Main City Calendar: May 2, 2023 – May 15, 2023

May 15, 2023, 7:00 PM - 8:00 PM



City of Hyattsville

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4310 Gallatin Street, 3rd Flr
Hyattsville, MD 20781
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Agenda Item Report

File #: HCC-373-FY23

5/1/2023

7.a.

Submitted by: At the Request of the City Administrator
Submitting Department: Community & Economic Development
Agenda Section: Presentation

Item Title:

DeMatha Site Plan - Amendment to DSP-97030/03

Suggested Action:

Presentation Only.

Summary Background:

DeMatha Catholic High School is proposing to raze the 4,792 square foot Arts Center building and construct in its place a 6,355 square foot Cross Center Engineering, Arts & Robotics Facility.

The existing DeMatha High School is comprised of multiple buildings that are a total of 194,901 square feet in size. The addition of a 6,355 square foot building will result in a minimal increase to the overall square footage of the DeMatha campus approved in a prior Detailed Site Plan (DSP-97030-02), therefore M-NCCPC determined that this application may be reviewed as a limited minor revision under Section 27-289(c) of the Zoning Ordinance and is subject to a M-NCPPC Planning Director review and approval rather than the Planning Board.

Next Steps:

N/A

Fiscal Impact:

N/A

City Administrator Comments:

N/A

Community Engagement:

The Council presentation is an opportunity for the community to learn about the project.

Strategic Goals:

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

Legal Review Required?

N/A

Memo

To: Jim Chandler, Assistant City Administrator and Director, Com. & Econ. Development
From: Holly Simmons, City Planner
CC: Tracey Douglas, City Administrator
Date: April 26, 2023
Re: DeMatha Site Plan – Amendment to DSP-97030-02

The purpose of this memorandum is to provide the Mayor and City Council with a summary of development proposed by DeMatha Catholic High School through an amendment to their Detailed Site Plan (DSP-97030-02). No City Council action is required, as the subject application will not be brought before the Prince George’s County Planning Board. Instead, it is subject only to M-NCCPC Planning Director review and approval.

DeMatha Catholic High School is proposing to raze the two-story 4,792 square foot Arts Center building located along the site’s northern border, and construct in its place a one-story 6,355 square foot Cross Center Engineering, Arts & Robotics Facility. The façade of the new building will be set back 20 feet from the property line, and the new development will be buffered from the adjacent single-family properties by a 6-foot fence and evergreen trees.

The existing DeMatha High School is comprised of multiple buildings totaling 194,901 square feet in size. The addition of a 6,355 square foot building will result in a minimal increase to the overall square footage of the DeMatha campus approved in a prior Detailed Site Plan (DSP-97030-02), therefore M-NCCPC determined that this application may be reviewed as a limited minor revision under Section 27-289(c) of the Zoning Ordinance.

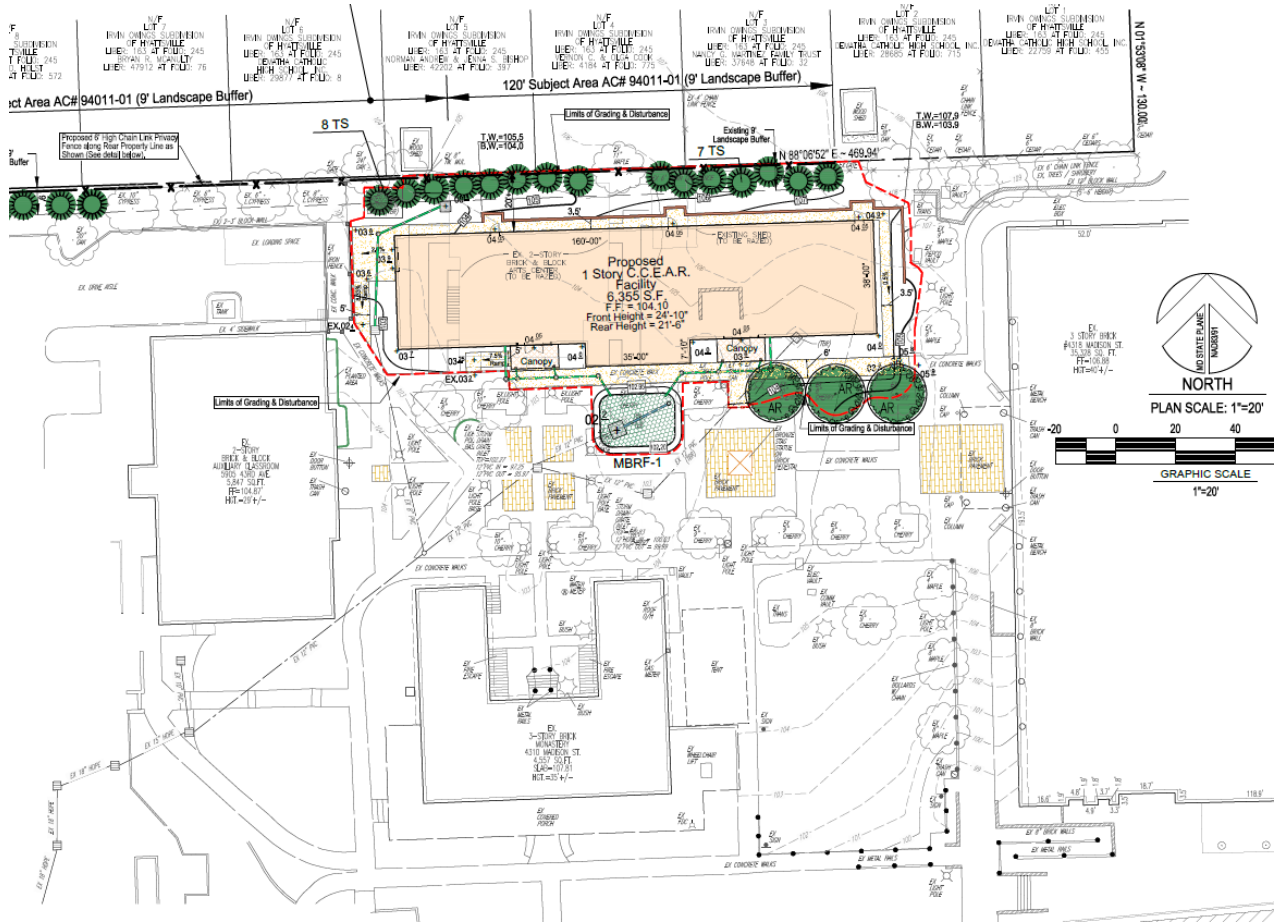
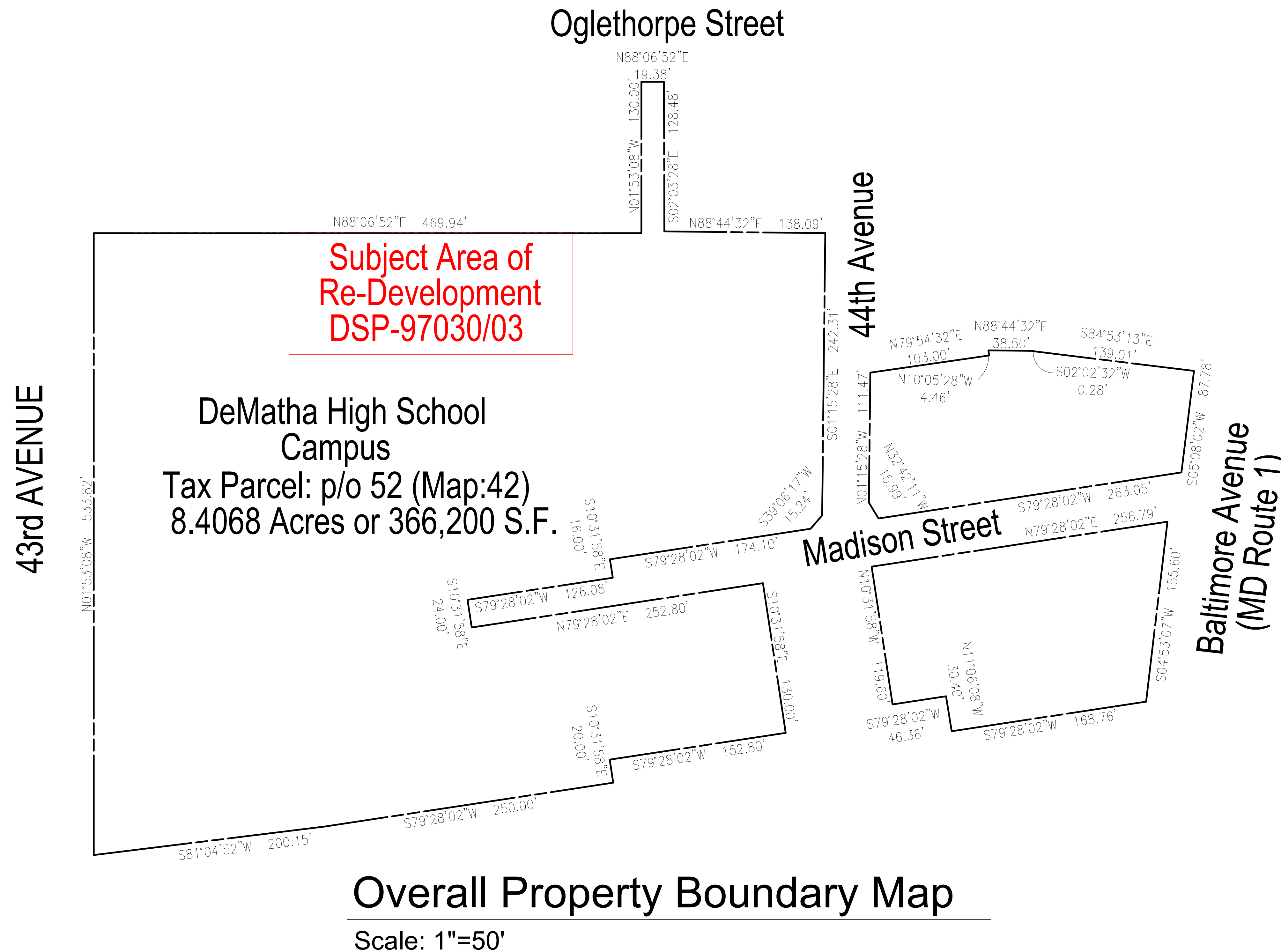
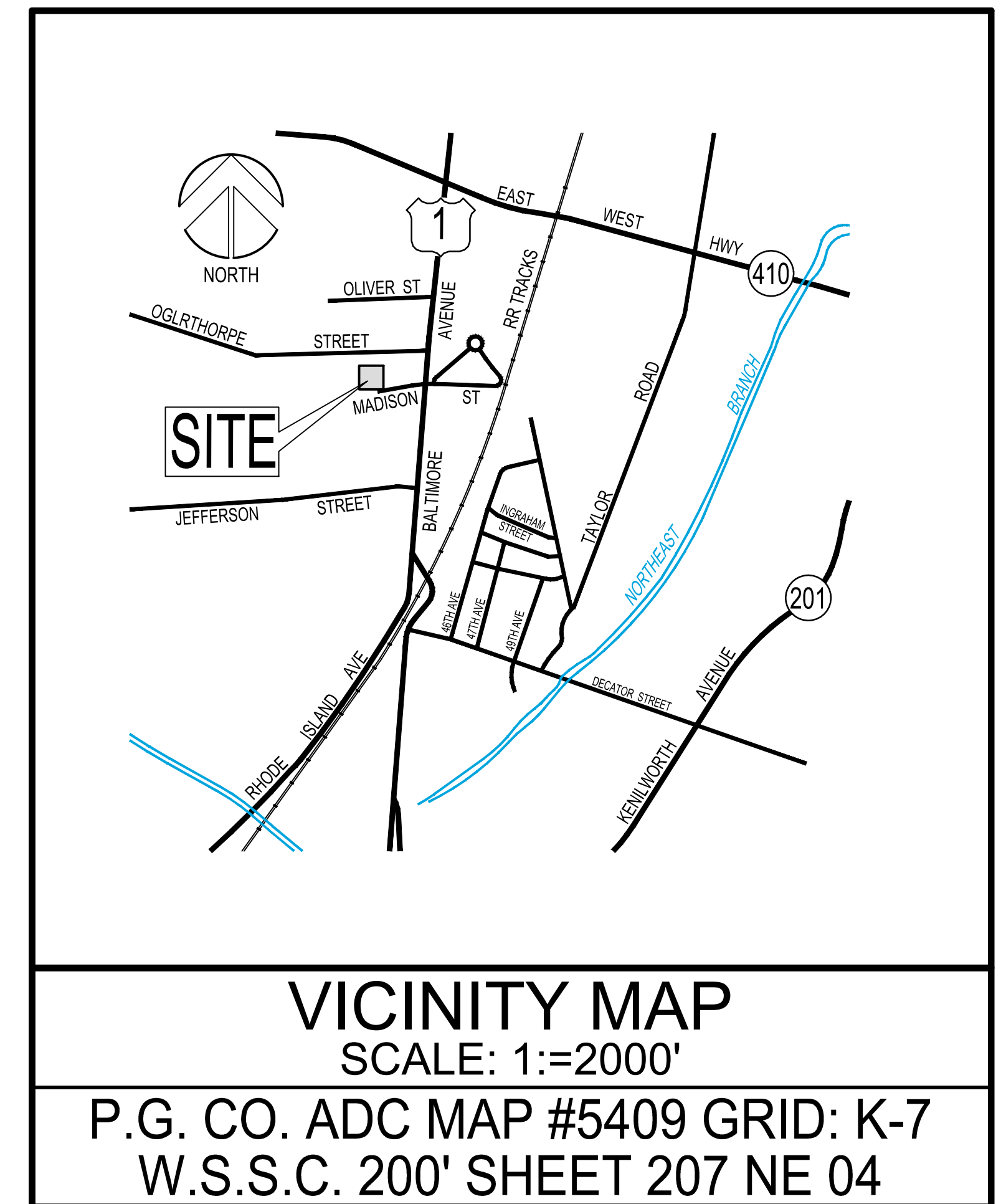
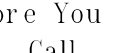


Figure 1. Proposed Cross Center Engineering, Arts & Robotics Facility at DeMatha Catholic High School


DSP-97030/03 Revision
Detailed Site Plan
Cover Sheet
Cross Center Engineering
for Arts & Robotics Facility
Part of Tax Parcel: 52 Map: 42
Liber: 22759 Folio: 455
**DeMATHA CATHOLIC
HIGH SCHOOL**
HYATTSVILLE, 16th ELECTION DISTRICT
PRINCE GEORGE'S COUNTY, MARYLAND



ATTENTION:
THIS PLAN SHALL BE USED ONLY FOR ITS INTENDED PURPOSE AS NOTED IN THE TITLE BLOCK.


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NOTE: EXISTING UTILITY INFORMATION SHOWN HEREON IS BASED UPON INFORMATION WHICH WAS AVAILABLE AT THE TIME OF THE BASE PLAN PREPARATION. DUE TO CONTINUING INFORMATION FROM ALL EXISTING UTILITIES, THE INFORMATION SHOWN HEREON MAY BE SUBJECT TO CHANGE. THE USER SHALL BE RESPONSIBLE FOR THE COMPLETENESS OR ACCURACY OF THE INFORMATION SHOWN. IT SHALL BE THE CONTRACTOR'S SOLE RESPONSIBILITY TO DETERMINE THE EXACT LOCATION AND DEPTH OF ALL EXISTING UTILITIES. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND ATTACHED TO THE APPROPRIATE CONSTRUCTION SHOWN HEREON. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND ATTACHED TO THE APPROPRIATE CONSTRUCTION SHOWN HEREON. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND ATTACHED TO THE APPROPRIATE CONSTRUCTION SHOWN HEREON.


CAUTION
 ELECTRIC FIELD MEASUREMENT INFORMATION CONTAINED HEREON WAS PREPARED AS AN ELECTRONIC DATA FILE. BY FORCE OF COMPARTMENTATION, IT HAS BEEN TAKEN PERSONAL CARE TO ASSURE THAT THE INFORMATION CONTAINED HEREON IS NOT REPRODUCED IN ANY MANNER. THE INFORMATION CONTAINED HEREON IS NOT TO BE REPRODUCED IN ANY MANNER. THE INFORMATION CONTAINED HEREON IS NOT TO BE REPRODUCED IN ANY MANNER.

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Index To Drawings:

- | | |
|---------|---|
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| DSP- 2 | MNCP&PC Approval Sheet |
| DSP- 3 | Demolition Plan |
| DSP- 4 | Detailed Site Plan [DSP 97030-02] |
| DSP- 5 | Detailed Landscape Plan [DSP 97030-01] |
| DSP- 6 | Site & Landscape Details [DSP 97030-02] |
| DSP- 7 | Site & Landscape Details [DSP 97030-02] |
| DSP- 8 | Detailed Site Plan [DSP 97030-03] New |
| DSP- 9 | Detailed Landscape Plan [DSP 97030-03] New |
| DSP- 10 | Architectural Elevations [DSP 97030-03] New |
| DSP- 11 | Architectural Building Plans & Details [DSP 97030-03] New |

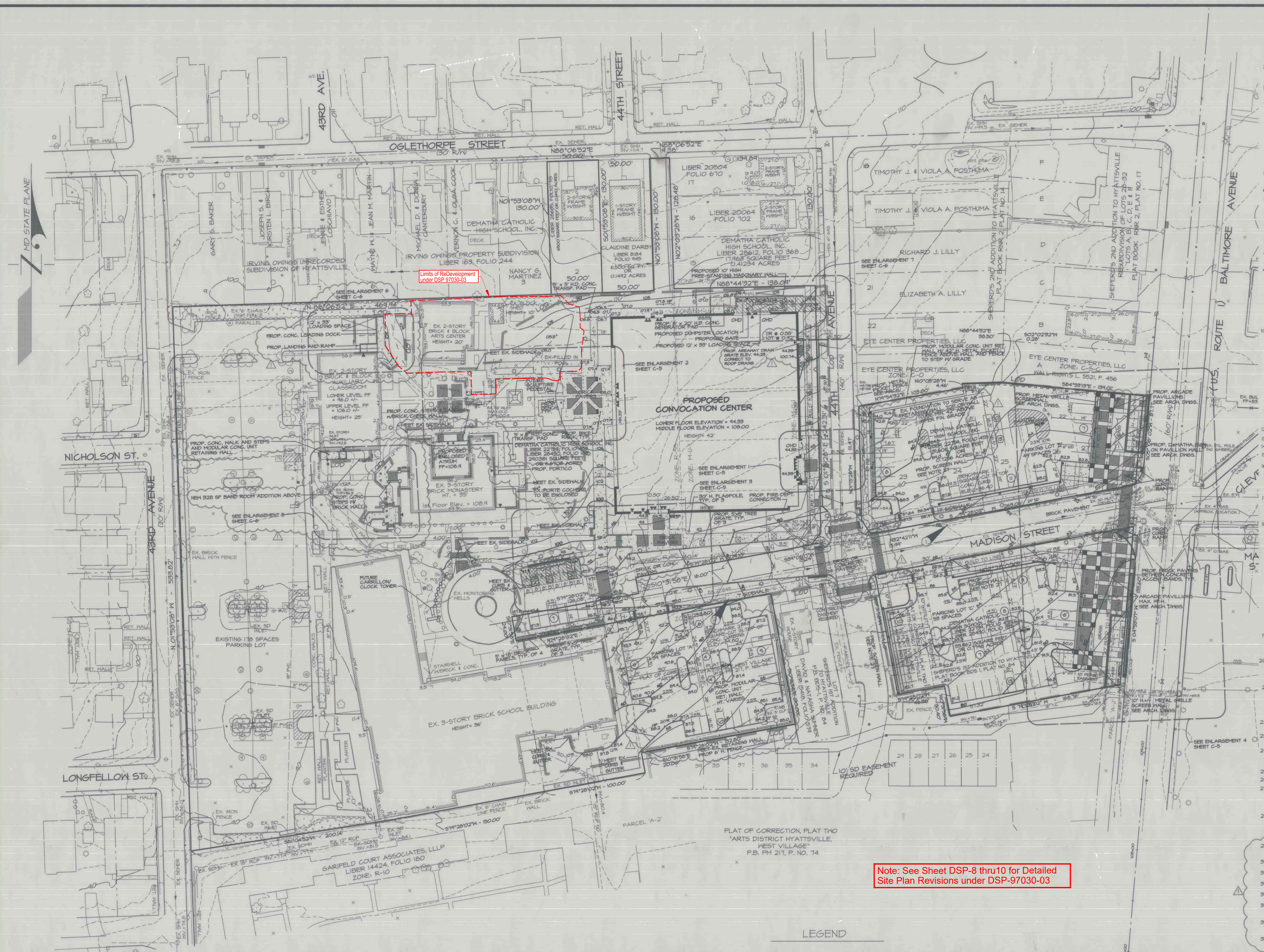
Owner/Developer/Applicant:

DeMatha Catholic High School, Inc.
4313 Madison Street
Hyattsville, Maryland 20781
Attn: Charles J. Kenny, Jr., Esq
Phone: 301-927-8611
email: litagator1@aol.com

Architect:

CW Architects, Inc.
Mr Michael Johnson, AIA, NCARB
3208 Castleleigh Road
Beltsville, Maryland 20705
College Park, Maryland 20770
Phone: 301-943-5643
email: mjohnson@cwarchinc.com

iCIVIL, Inc. PROFESSIONAL ENGINEERS, PROFESSIONAL SURVEYORS LAND PLANNING & CONSTRUCTION MANAGEMENT 5096 BALTIMORE AVENUE OFFICE FLOOR BALTIMORE, MARYLAND 21206 TEL: 410-581-4422 FAX: 410-581-4520 www.iCivILinc.com		iCIVIL, Inc. PROFESSIONAL ENGINEERS, PROFESSIONAL SURVEYORS LAND PLANNING & CONSTRUCTION MANAGEMENT 5096 BALTIMORE AVENUE OFFICE FLOOR BALTIMORE, MARYLAND 21206 TEL: 410-581-4422 FAX: 410-581-4520 www.iCivILinc.com		DSP-1 COVER SHEET	
DESIGN: WAJ DATE: December 2022 JOB NO.: 021015 TOP NO.: Exempt DRAWN: MNL COMP: iCvIL SCALE: N/A SCD NO.: TBD CHECK: iCvIL SURV: iCvIL SHEET: 1 OF 11 SCDP NO.: 5024-2022		DESIGN: WAJ DATE: December 2022 JOB NO.: 021015 TOP NO.: Exempt DRAWN: MNL COMP: iCvIL SCALE: N/A SCD NO.: TBD CHECK: iCvIL SURV: iCvIL SHEET: 1 OF 11 SCDP NO.: 5024-2022		DESIGN: WAJ DATE: December 2022 JOB NO.: 021015 TOP NO.: Exempt DRAWN: MNL COMP: iCvIL SCALE: N/A SCD NO.: TBD CHECK: iCvIL SURV: iCvIL SHEET: 1 OF 11 SCDP NO.: 5024-2022	



GENERAL NOTES

- This property is zoned R-55 and M-1-U, and lies completely within the Town Center Character Area of the Gateway Arts Development District Overlay Zone. The following build-to lines have been established for the D.D.O.Z. Route 1: 20' from face-of-curb + 40' allowable variation for institutional use. All other streets: 15' from face-of-curb + 40' allowable variation for institutional use.
- All surrounding property is zoned: R-55 to the west and between 43rd Ave. and 44th Ave. to the north; R-10 to the southwest; M-1-U to the southeast; C-1 and C-2-C to Lots L and A, respectively, to the northeast.
- The use of this property is for a private school. The building labeled "Monastery" contains classrooms, conference rooms and offices, and is not used as a residence.
- Zoning History:**
Special Exceptions #418, #3032 and #3456
Variances to Special Exception: VSE-418, VSE-3032, and VSE-3456
Revision of Site Plan: R05P-SE-418/VSE-418SE-3032/VSE-3032, SE-3456/VSE-3456
Detailed Site Plan: SP-418030/VSE-418030A

These approvals allow the site to be occupied by a private educational institution, allow the expansion of the facility to include adjoining contiguous lots, and address deficiencies in building setbacks, yard requirements, required outdoor play area and lot coverage percentage.

- Net Lot Area = 366,200 sq. ft. or 8.4066 ac.
(2,185 ac. in the M-1-U zone, 5,623 ac. in the R-55 zone)
- Area to be disturbed = 206,800 sq. ft. or 4.75 ac.
- Gross Square Footage:
High School Building 85,016 sq. ft.
Auxiliary Classroom Building 11,250 sq. ft.
Storage Shed 4,742 sq. ft.
Monastery (see Note 3) 17,178 sq. ft.
Convocation Center 16,729 sq. ft.
Total 135,915 sq. ft.
- Lot Coverage: Permitted (per SE-3456) = 218,120 sq. ft. (60% of Net Lot Area)
Provided = 218,120 sq. ft. (60% of Net Lot Area)
- Parking Required:
Base parking requirement per Subtitle 27 Part II:
275 9th grade students @ 1 space per 6 students: 46 spaces
675 10th-12th grade students @ 1 space per 3 students: 225 spaces
Total: 271 spaces
(of which at least 16 (2% of the total) must be non-compact.)
Per DDOZ criteria, minimum parking required = 50% of 271 or 136 spaces.
- Parking provided: 321 Spaces, allocated as follows:
4 Full-sized parallel spaces @ 8' x 22'
175 Standard Spaces @ 4.5' x 18'
135 Compact Spaces @ 8' x 16.5'
1 Regular Handicapped Spaces @ 8' x 14' with a 5' wide access aisle**
4 Van accessible Handicapped Spaces @ 8' x 14' with an 8' wide access aisle**
** 8 handicapped spaces are required for 321 total spaces provided.
1 handicapped spaces are proposed.
** 3 handicapped spaces (1/4 of the total) are required to be van-accessible.
4 van-accessible spaces are proposed.
- Loading Required: 2 spaces for 144,901 sq. ft. of GFA
(1 space for the first 100,000 sq. ft. plus 1 space per each additional 100,000 sq. ft. = 2 spaces)
- Loading Provided: 2 spaces @ 12' x 33'
- All concrete curb and gutter to be Prince George's County Std. No. 300.01
- All parking spaces shall be defined by 4" wide white painted striping.
- Radii on islands and curb work to be 5 feet unless otherwise shown.
- Minimum grade on areas not paved: 2.5% unless otherwise noted.
- Maximum grade: 5%
Contour interval: 2 feet
Elevations are based on MGS Datum.
- Call "MISS UTILITY" at 1-800-257-7111 at least 48 hours prior to beginning work to determine the location of existing utilities. The "MISS UTILITY" verification number must be updated every 10 days.
- All grading work shall be in accordance with Division 3 of the Prince George's County Building Code (Section 4, latest edition).
- All proposed load-bearing fills for the support of buildings, walls and other structures shall be Class I. All fills for the support of roadways, pavements, rigid utility lines and house connections shall be Class II. All landscaped areas, lawns and plantings, or other nonload-bearing uses shall be Class III. Each layer of Class I and Class II fills shall be compacted at optimum moisture content and to a minimum of 98% and 90% respectively of maximum density as determined in the laboratory by the Standard Proctor Test. (AASHTO T-99, ASTM D-698). In place density tests shall be provided by a licensed geotechnical engineer.
- The site geotechnical analysis and report prepared by a licensed geotechnical engineer shall be consulted and used to provide details for pavement sections, lift thickness, composition, drainage, and any other site specific recommendations and requirements. Those recommendations and requirements shall take precedent over any conflicting information between the plans and report.
- Upon completion of work, site grading, drainage, property corner and landscape observations and certifications must be performed by a licensed professional, confirming that all work has been completed in accordance with the permit, approved plans, and codes. These certifications are required to finalize the permit and release bonds.
- Site grading, drainage, property corner and landscape observations and certifications must be performed by a licensed professional upon completion of the work, confirming that all work has been completed in accordance with the permit, approved plans, and codes. These certifications are required to finalize the permit and release bonds.
- All grades, elevations, earth quantities, etc., are to be verified by the contractor. Any earth quantities shown or implied are measured to final grade and are approximate. No allowance has been made for unsuitable material encountered during construction. Suitability of soil for use in fill areas or stability of cut areas, composition, etc., should be determined by a soils engineer.
- The contractor will be responsible for any damage to the existing structures and underground utilities.
- The contractor will have sole responsibility for the construction means, methods, and techniques of executing his work, including safety.
- No handicap parking space shall have a slope greater than 2.0% in any direction. No handicap ramp shall have a longitudinal slope greater than 3.3% or a cross slope greater than 2.0%.
- Unless otherwise shown, all sidewalks shall have a cross slope no greater than 2%.
- Dimensions shown in the parking and drive areas are to face of curb, where applicable.
- The parking lots adjacent to Madison Street and 44th Avenue shall be screened from those streets by 3' x 1/2" high brick knee walls topped by 3' x 1/2" high metal picket fencing, set between 2' x 2' x 8' high brick columns spaced approximately 30' apart. For details, see "ROUTE 1 FRONTAGE SITE DETAILS" by The Hulten Group, Ltd. (BDI Div. No. 51005-2).
- Pedestrian actuated traffic signals shall be provided at the U.S. Route 1 and Madison Street intersection. Refer to 6th approved Traffic Signalization Plan prepared by Lehigh Traffic Consulting for details.
- Unless otherwise indicated, 10'-foot wide Public Utility Easements shall be provided along all public rights-of-way.
- Tax Map 42 Grid C-4
- Aviation Policy Area: N/A
- Water/ Sewer Categories: V5/ S5
- SWH Concept No. 1526-2006-00
- There are no cemeteries or historic sites associated with this property.
- This site is not within the Chesapeake Bay Critical Area and contains no wetlands or 100-year floodplains.
- Topography is by aerial survey.

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email: litagator1@aol.com

Site Legend:

- Proposed Sign "Handicap"
Proposed Sign "Do Not Enter"
Proposed Flag Pole
Proposed Flag Pole Lighting
Proposed Parking Lighting
Proposed Wall Pack Lighting
Proposed ADA Warning Strip
Proposed Concrete Pavement
Proposed Bituminous Pavement
Proposed ADA Access Route
Proposed Pedestrian Crosswalk
Proposed Mill & Overlay
Proposed Green Area Provided
Proposed Bioretention Facility
Proposed Storm Drain
Proposed/Future Water Line
Proposed/Future Sewer Line
Limit of Grading & Disturbance
Proposed Building
Proposed MBRF
Proposed Underdrain

Architect:

CW Architects, Inc.
Mr Michael Johnson, AIA, NCARB
3208 Castleleigh Road
Beltsville, Maryland 20705
College Park, Maryland 20770
Phone: 301-943-5643
email: mjohnson@cwarchinc.com

Index To Drawings:

- DSP- 1 MNC&PC Cover Sheet
DSP- 2 MNC&PC Approval Sheet
DSP- 3 Demolition Plan
DSP- 4 Detailed Site Plan [DSP 97030-02]
DSP- 5 Detailed Landscape Plan [DSP 97030-01]
DSP- 6 Site & Landscape Details [DSP 97030-02]
DSP- 7 Site & Landscape Details [DSP 97030-02]
DSP- 8 Detailed Site Plan [DSP 97030-03] New
DSP- 9 Detailed Landscape Plan [DSP 97030-03] New
DSP- 10 Architectural Elevations [DSP 97030-03] New
DSP- 11 Architectural Plans and Details [DSP 97030-03] New

ATTENTION:

THIS PLAN SHALL BE USED ONLY FOR ITS INTENDED PURPOSE AS NOTED IN THE TITLE BLOCK.

Before You Dig
Call
"MISS UTILITY"
Service Protection Center

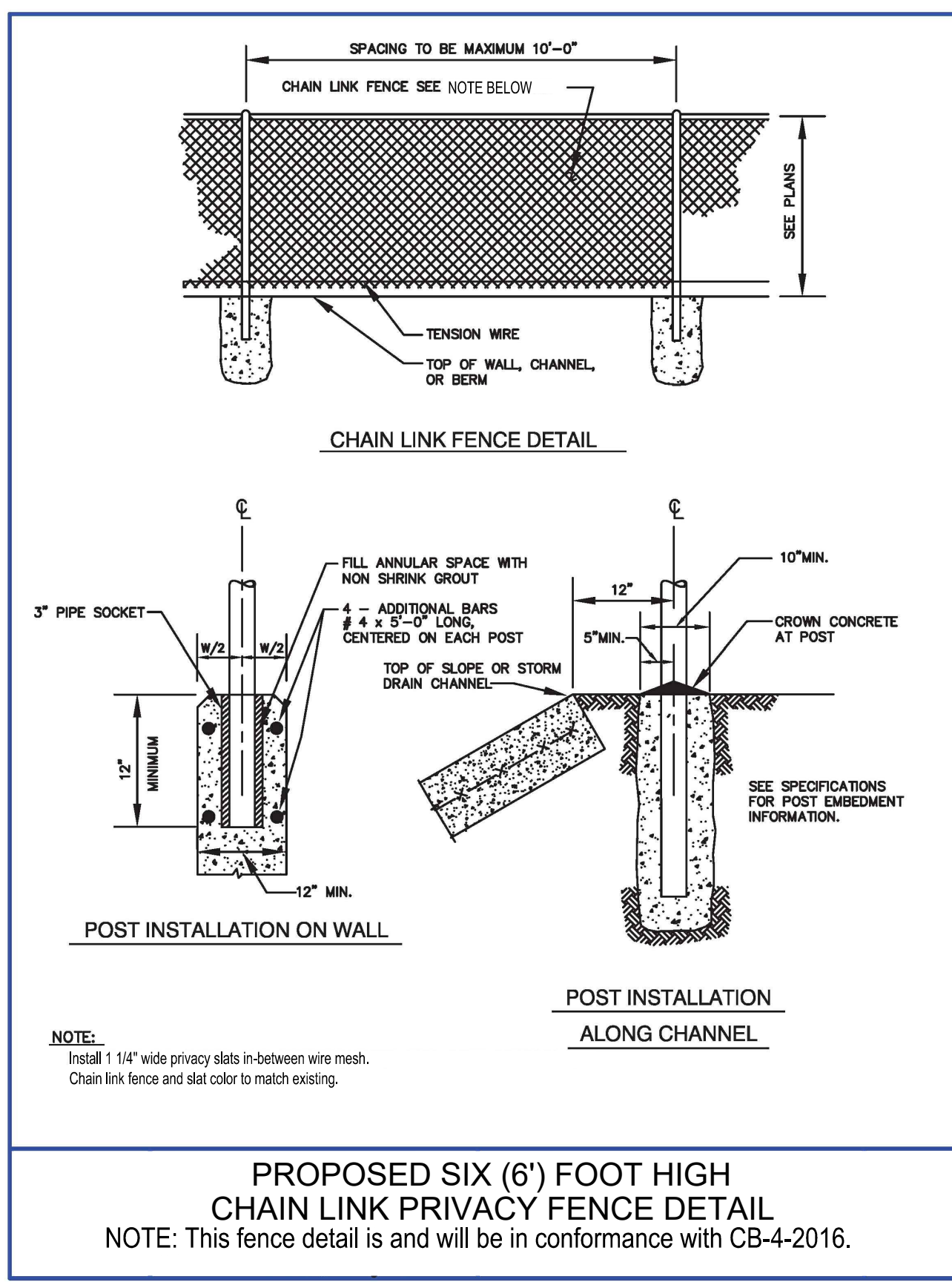
MEMBER
THE C&S SYSTEMS INTERNATIONAL

CALL TOLL FREE
1-800-257-7777
www.burmeser.com/miss

NOTE: EXISTING UTILITY INFORMATION SHOWN HEREON IS BASED UPON INFORMATION WHICH WAS AVAILABLE AT THE TIME OF THE SITE PLAN PREPARATION. DUE TO CONVEYANCE INFORMATION, DISCLOSURE RESTRICTIONS, JOINT ENGINEERING CORP. SHALL NOT BE LIABLE OR RESPONSIBLE FOR THE COMPLETENESS OR ACCURACY OF THE INFORMATION SHOWN. IT SHALL BE THE CONTRACTOR'S SOLE RESPONSIBILITY TO DETERMINE THE EXISTING LOCATION AND DEPTH OF ALL EXISTING UTILITY MARKS, LINES AND/OR SERVICES THAT MAY OR COULD BE AFFECTED BY THE PROPOSED CONSTRUCTION. SHOWN HEREON, THE CONTRACTOR SHALL CONTACT "MISS UTILITY" PRIOR TO THE START OF ANY CONSTRUCTION ACTIVITY TO DETERMINE THE LOCATION OF ANY EXISTING UTILITY MARKS, LINES AND/OR SERVICES AND PERFORM TEST PIT EXCAVATIONS BY HAND AS REQUIRED.

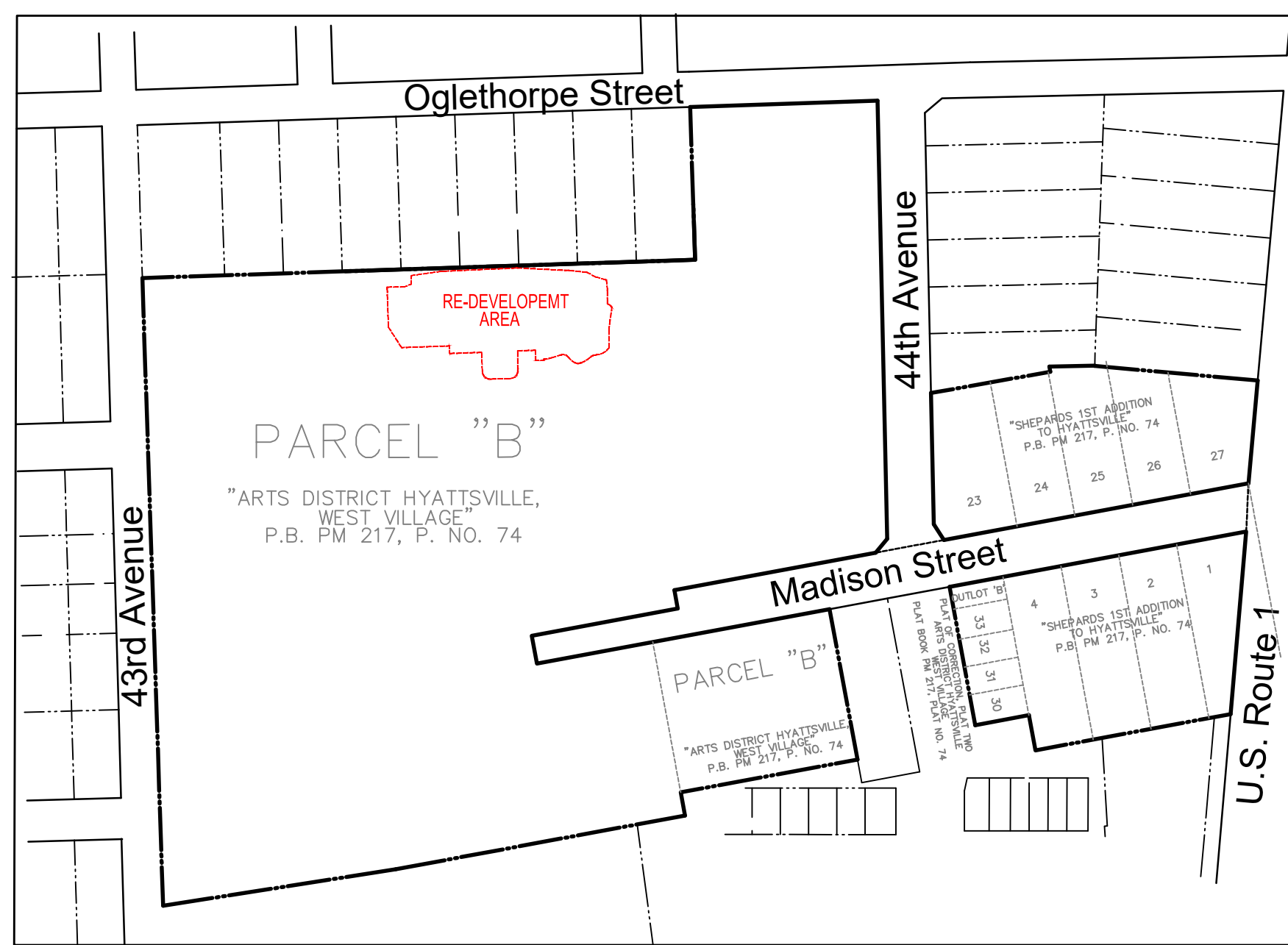
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PROPOSED SIX (6') FOOT HIGH CHAIN LINK PRIVACY FENCE DETAIL
NOTE: This fence detail is and will be in conformance with CB-4-2016.

M190



Location Map: Scale = 1" = 120'
See Cover Sheet, DSP-1 for Meets & Bounds

Plant Schedule Per Prince George's Landscape Manual								
Shade Trees								
Symbol	Code Name	Scientific Name	Common Name	Quantity	Planting Size	Height	Comm	Native Plant
	AR	Acer rubrum 'October Glory'	October Glory Red Maple	3	2 1/2"-3" cal	12'-14'	B&B	Yes
Evergreen Trees								
	TS	Thuja, standishii X plicata 'Green Giant'	Green Giant arborvitae	26	Heavy	10'-12'	B&B	Yes

Tree Canopy Coverage Schedule for Sec. 25-128			
Project Name:	TCP2#:	DRD Case #:	Area (acres)
DeMatha Catholic High School	None	DSP97030-03	0.30
Site Calculations:			
	Zone 1:	RSP-65	
	Zone 2:		
	Zone 3:		
	Zone 4:		
	Total Acres:		0.30
Total Acres (gross acres)	% of TCC required	TCC Required (Acres)	TCC Required in (SF)
A. TOTAL ON-SITE WC PROVIDED (acres) =	15.0%	0.04	1954
B. TOTAL AREA EXISTING TREES (non-WC acres) =		0.00	0
C. TOTAL SQUARE FOOTAGE IN LANDSCAPE TREES =			2675
D. TOTAL TREE CANOPY COVERAGE PROVIDED =			2675
E. TOTAL SQUARE FOOTAGE REQUIRED =			1954
			Requirement Satisfied

Credit Categories for Landscape Trees	TCC Credit per Tree Based on Size at Planting (SF)	Number of Trees	TCC Credit (SF)
Deciduous - columnar shade tree (50' or less height)	2-1/2" - 3" = 65		0
	3 - 3 1/2" = 75		0
Deciduous - ornamental tree (20' or less height with equal spread). Minimum planting size 7 - 9' in height	2-1/2" - 3 1/4" = 75		0
	2 - 2 1/2" = 100		0
Deciduous - minor shade tree (25-50' height with equal spread or greater). Minimum planting size 8-10' in height	2-1/2" - 3" = 110		0
	3 - 3 1/2" = 175		0
Deciduous - major shade tree (50' and greater ht. with spread equal to or greater than ht) Minimum planting size 12 to 14' in height	2-1/2" - 3" = 225	3	675
	3 - 3 1/2" = 250		0
Evergreen - columnar tree (less than 30' height with spread less than 15')	6 - 8" = 40		0
	8 - 10" = 50		0
	10 - 12" = 75		0
	6 - 8" = 75		0
Evergreen - small tree (30-40' height with spread of 15-20')	8 - 10" = 100		0
	10 - 12" = 125		0
	6 - 8" = 125		0
Evergreen - medium tree (40-50' height with spread of 20-30')	8 - 10" = 150		0
	10 - 12" = 175		0
	6 - 8" = 150		0
Evergreen - large tree (50' height or greater with spread of over 30')	8 - 10" = 200		0
	10 - 12" = 250	8	2000
TOTAL NUMBER OF TREES/TCC CREDIT (SF) (Manually enter information/figures into shaded areas)		11	2675

Stephanie J Tobery, PE 36334
Prepared by

February 8, 2023
Date

Requirements for Buffering Incompatible Uses: 4.7-1 North Property Line (Adjacent to Lots 3 thru 9, Irvin Owens)

- General Plan designation: X Developed Tier, Corridor Node or Center
Developing or Rural Tier
Existing/Proposed Private High School
 - Use of proposed development: Medium
 - Impact of proposed development: Medium
 - Use of adjoining development: Single Family Detached
 - Impact of adjoining development: Medium
 - Minimum required bufferyard (A, B, C, D or E): A B **X** C D E
 - Minimum required building setback: 40 feet
 - Building setback provided: **X** 20 feet
 - Minimum required width of landscape yard: 30 feet
 - Width of landscape yard provided: **X** 9 feet
- (The required setback and landscape yard may be reduced by fifty percent (50%) in the Developed Tier, Corridor Node or Center when a six (6) foot high fence or wall is provided.)
- Linear feet of buffer strip required along property line and right-of-way: 353 linear feet
 - Percentage of required bufferyard occupied by existing trees: 39.7 %
 - Is a six (6) foot high fence or wall included in bufferyard? X yes no
(The required plant material may be reduced by fifty percent (50%) when a six (6) foot high fence or wall is provided.)
 - Total number of plant units required in buffer strip: 120 p.u./100 l.f.*50%= 128 p.u.
 - Total number of plant units provided: shade trees x 10 p.u.= 130 p.u.
evergreen trees 26 x 5 p.u.= 130 p.u.
ornamental trees x 5 p.u.= 130 p.u.
shrubs x 1 p.u.= 130 p.u.
Total 130 p.u.

* AC# 94011/01 Approved under SP#97030.
Note: Type 'B' Bufferyard was previously approved by Special Exception

Detailed Landscape Plan Part of Tax Parcel 52 Map 42 Liber: 22759 at folio: 455 DeMatha High School Cross Center for Engineering Arts & Robotics Facility HYATTSVILLE ELECTION DISTRICT NUMBER 16 PRINCE GEORGE'S COUNTY, MARYLAND



moody graham

I hereby certify that these documents were prepared or approved by me, and that I am a duly licensed professional engineer under the laws of the State of Maryland.

Signature: _____
License No: _____ Exp Date: _____

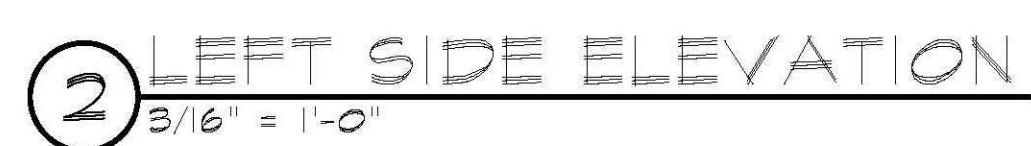
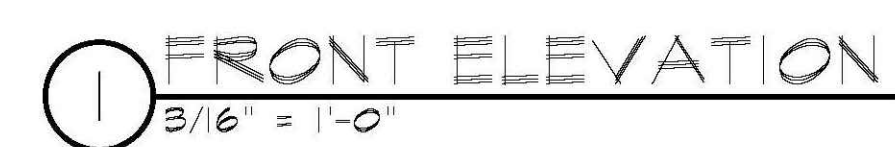
REVISIONS:

DESIGN:	DATE:	JOB No.:	TOP No.:
HAJ	June 2021	021015	Exempt
DRAFT:	COMP:	SCALE:	SD No.:
HAL	CW	1"=20'	TBD
CHECK:	SURVEY:	SHEET:	SDP No.:
JEC	JRLC	90F 11	TBD

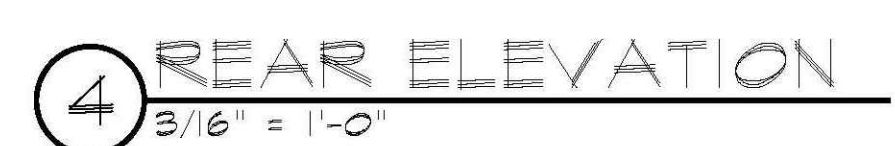
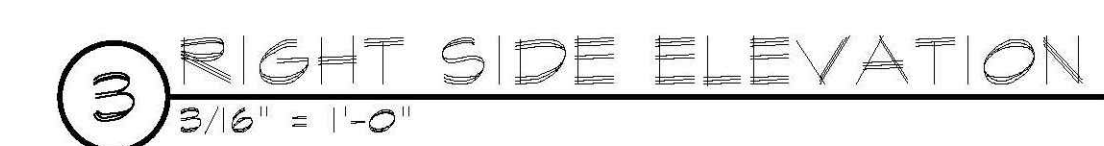


iCIVIL, Inc.
PROFESSIONAL ENGINEERS, PROFESSIONAL SURVEYORS
LAND PLANNING & CONSTRUCTION MANAGEMENT
1000 BELLEVILLE AVE., SUITE 100
BETHESDA, MARYLAND 20814
TEL: (202) 985-0000 FAX: (202) 985-0000
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DSP-9
LANDSCAPE PLAN
[DSP 97030-03]



1. BRICK VENEER, MODULAR, COLOR TO MATCH EXIST, MONESTARY BRICK
2. 4"x 16" CMU BAND,
3. CONCRETE RETAINING WALL
4. PRE-FINISHED METAL COPING, COLOR TO MATCH STANDING SEAM ROOFING
5. ALUMINUM BRACE METAL PANEL, TYP.
6. ALUMINUM PANEL JOINT, TYP.
7. ALUMINUM FASCIA
8. 12" DIA. COLUMN COVER
9. ALUMINUM STOREFRONT - SEE DOOR & WINDOW SCHEDULE
10. ALUMINUM STOREFRONT WINDOWS - SEE WINDOW SCHEDULE
11. 1-1/2" STANDING SEAM, METAL ROOFING, RIBS @ 24" O.C.,
12. PRECAST CONCRETE SILL- SEE DETAIL 13/A-13.2
13. METAL CANOPY
14. 6" ALUMINUM BOX GUTTER, W/ 3"x4" DOWNSPOUT
- 15.
16. WALL PACK LIGHT - SEE ELECTRICAL DWGS.
17. STEEL DOOR - SEE DOOR SCHEDULE
18. OVERHEAD DOOR - SEE DOOR SCHEDULE
- 19.
20. 1-1/2" STEEL PIPE HANDRAIL, PAINTED
21. MASONRY CONTROL JOINT
22. ROOFTOP UNIT
23. SEAM MOUNTED SNOW GUARD

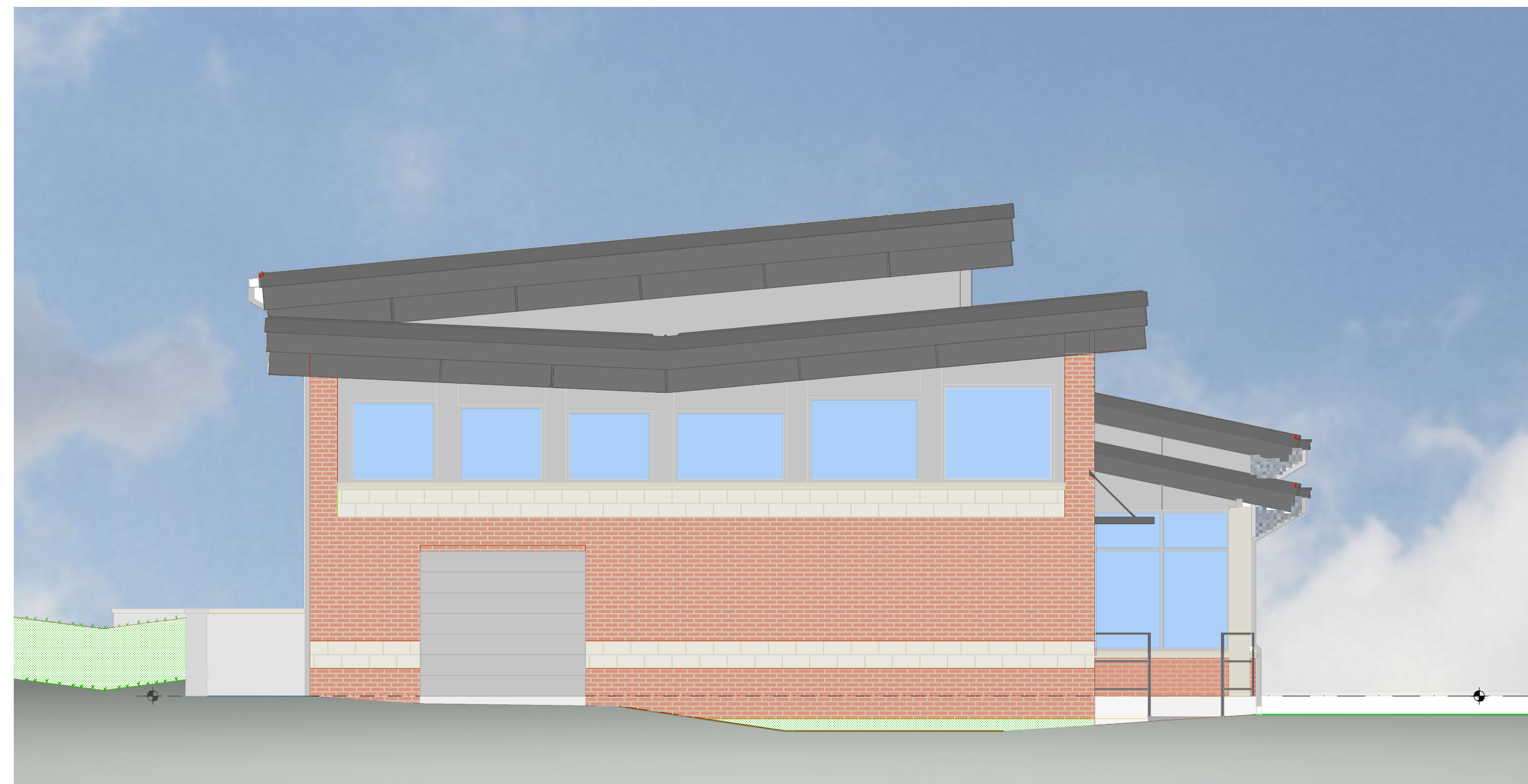


ELEVATIONS	
TCP No.:	Exempt
SCD No.:	TBD
SDCP No.:	5024-2022-00

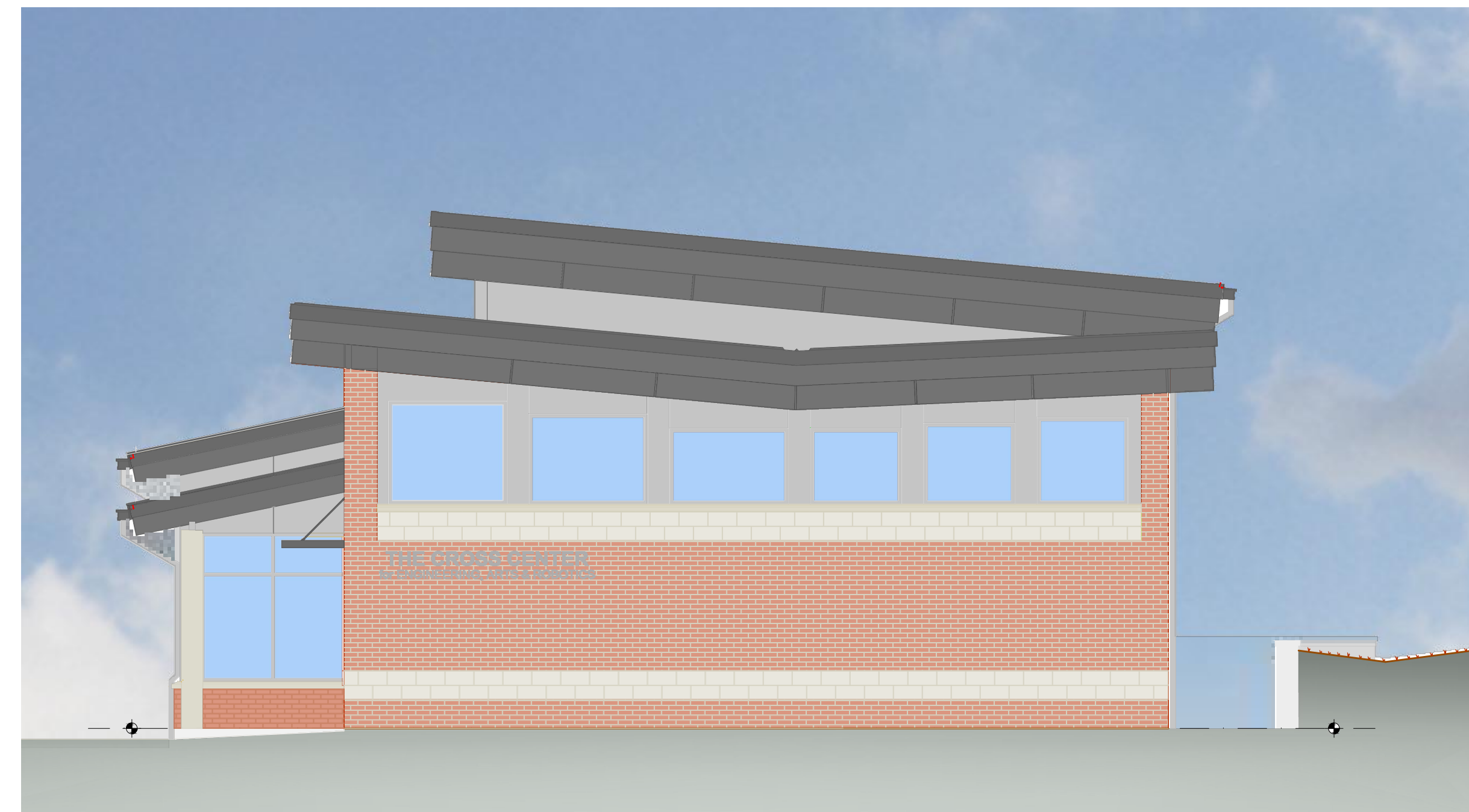
DeMatha Catholic High School, Inc.
4313 Madison Street
Hyattsville, Maryland 20781
Attn: Charles J. Kenny, Jr., Esq
Phone: 301-927-8611
email: litagator1@aol.com



1 FRONT ELEVATION
3/16" = 1'-0"



2 LEFT SIDE ELEVATION
3/16" = 1'-0"



3 RIGHT SIDE ELEVATION



4 REAR ELEVATION
3/16" = 1'-0"

SHEET NO.	DRAWING TITLE	COLUMBIA ENGINEERING, INC.
PROJECT TITLE THE CROSS CENTER FOR ENGINEERING, ARTS & ROBOTICS	EXTERIOR ELEVATIONS	GBE ENGINEERS, LLC
CLIENT DANMATH CATHOLIC HIGH SCHOOL 4314 MADISON AVE HYATTSVILLE MD 20781	3208 CASTLELEIGH RD, BELTSVILLE MD, 20705 PHONE: 301-943-5643 EMAIL: MJOHNSON@CWARCHINC.COM CONTACT: MICHAEL JOHNSON, AIA	3208 SOMERVILLE LN, ELK RIDGE MD, 21075 PHONE: 410-799-1080 EMAIL: LARSENANG@GRENBLUINUNIVERSITYENGINEERS.COM CONTACT: T. LARSON ANGEL, PE
		CW ARCHITECTS, INC.
		REVISIONS:
		DATE: 12/30/2022
		SUBMIT DATE
		DESIGNED BY
		CHECKED BY
		NO DATE PREPARED BY
		OFFICE: 410.992.9971
		EMAIL: RCHACON@COLUMBIAREENGINEERING.COM
		CONTACT: RODRIGO CHACON, P.E.



City of Hyattsville

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

Agenda Item Report

File #: HCC-366-FY23

5/1/2023

a.

Submitted by: Nate Groenendyk
Submitting Department: City Clerk
Agenda Section: Proclamation

Item Title:

Proclamation of Municipal Clerks Week

Suggested Action:

I move that the Mayor and Council adopt a proclamation recognizing the week of April 30 through May 6, 2023, as Municipal Clerks Week in the City of Hyattsville.

Summary Background:

The week of April 30 through May 6, 2023 is recognized as Municipal Clerks Week.

Next Steps:

Adopt the proclamation.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend adoption.

Community Engagement:

N/A

Strategic Goals:

Goal 4 - Foster Excellence in all City Operations

Legal Review Required?

N/A

CITY OF HYATTSVILLE

PROCLAMATION

CELEBRATING THE WEEK OF APRIL 30 THROUGH MAY 6, 2023 AS MUNICIPAL CLERKS WEEK

This proclamation declares the week of April 30 through May 6, 2023, to be Municipal Clerks Week in the City of Hyattsville, to recognize the vital contributions of the Office of the Clerk to ensuring the accountability, transparency, and good governance in our City.

WHEREAS, The Office of the Clerk is among the oldest public servants that provides a professional link between residents, elected officials, and agencies of government at all levels; and

WHEREAS, The Municipal Clerk serves as the information center on all functions of local government and community, and pledges to be ever mindful of neutrally and impartially rendering equal service to all; and

WHEREAS, the Clerks of the City of Hyattsville, beginning with the inaugural holder of the Office and onward to the present day, have consistently demonstrated a spirit of service and commitment to good governance in the City of Hyattsville.

NOW, THEREFORE, BE IT RESOLVED, that the City of Hyattsville recognizes the week of April 30 through May 6, 2023, as Municipal Clerks Week, and extends its appreciation to our City's Clerk, Ms. Laura Reams, Deputy to the City Clerk, Mr. Nate Groenendyk and our Assistant to the City Clerk, Ms. Lillie Littleford, for their hard work and dedication to our community.

Robert S. Croslin
City of Hyattsville

May 1, 2023





City of Hyattsville

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Agenda Item Report

File #: HCC-367-FY23

5/1/2023

b.

Submitted by: Nate Groenendyk
Submitting Department: City Clerk
Agenda Section: Proclamation

Item Title:

Proclamation of Mental Health Awareness Month

Suggested Action:

I move that the Mayor and Council proclaim May 2023 as Mental Health Awareness Month in the City of Hyattsville.

Summary Background:

Communities across the nation are celebrating May 2023 as Mental Health Awareness Month.

Next Steps:

Proclaim May 2023 to be Mental Health Awareness Month in the City of Hyattsville.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend adoption.

Community Engagement:

Recognition throughout the City of Hyattsville

Strategic Goals:

Goal 5 - Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community

Legal Review Required?

N/A

CITY OF HYATTSVILLE

PROCLAMATION

DECLARING MAY 2023 AS MENTAL HEALTH AWARENESS MONTH IN THE CITY OF HYATTSVILLE

Mental Health Awareness Month is an annual, national campaign to educate the public about available resources and advocate for additional support for people with mental illness and their families.

WHEREAS, promoting mental health awareness leads to better mental and physical health, better educational outcomes, lower crime rates, stronger economies, and an overall improved quality of life; and

WHEREAS, according to the National Institute of Health (NIH), 46 percent of Americans will meet the criteria for a diagnosable mental health condition sometime in their lives; and according to the National Alliance on Mental Illness (NAMI), one in five U.S. adults and one in six children experience symptoms of mental illness each year, and less than half of them receive treatment; and

WHEREAS, raising awareness of the prevalence of mental illness and recognizing mental health as an essential part of our overall health helps destigmatize social and cultural barriers to seeking care; and

WHEREAS, an educated and engaged public can more effectively advocate for improved access to and quality of mental health care;

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the City of Hyattsville proclaim May 2023 as Mental Health Awareness Month to fight the stigma surrounding mental illness and provide access to mental health resources, support, and care for Hyattsville's residents.

Robert S. Croslin
Mayor, City of Hyattsville

May 1, 2023





City of Hyattsville

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Agenda Item Report

File #: HCC-368-FY23

5/1/2023

C.

Submitted by: Nate Greenendyk
Submitting Department: City Clerk
Agenda Section: Proclamation

Item Title:

Proclamation Recognizing Jewish American Heritage Month

Suggested Action:

I move that Mayor and Council adopt a proclamation to declare May 2023 as Jewish American Heritage Month in the City of Hyattsville.

Summary Background:

Jewish American Heritage Month is an opportunity to celebrate the contributions and achievements that Jewish American residents make in our community.

Next Steps:

Adopt the 2023 Jewish American Heritage Month proclamation.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend adoption

Community Engagement:

Strategic Goals:

Goal 5 - Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community

Legal Review Required?

N/A

CITY OF HYATTSVILLE

PROCLAMATION

DECLARING MAY 2023 TO BE JEWISH AMERICAN HERITAGE MONTH

This proclamation declares May 2023 to be Jewish American Heritage Month in the City of Hyattsville to celebrate the contributions and achievements that Jewish American residents make in our community.

WHEREAS, Jewish American Heritage Month is an annual celebration of Jewish Americans who have helped weave the fabric of American history, culture, and society; and

WHEREAS, 2023 marks the 43rd annual celebration of achievements and contributions by Jewish Americans, starting with the establishment of Jewish American Heritage Week in 1980 and expanded upon in 2006, when Congress ordered that the country observe annual Jewish Heritage Month each May; and

WHEREAS, Jewish American Heritage Month acknowledges achievements of American Jews in the fields of sports, arts, entertainment, medicine, business, science, government, military service, music, and more; and

WHEREAS, Jewish Americans have made indispensable contributions to our collective struggle for a more just and fair society, leading movements for social justice and fostering greater understanding, respect, and tolerance through this work; and

WHEREAS, Jewish Americans have created lives for themselves and their families and played prominent roles in our Nation's civic and community life, making invaluable contributions through their leadership and achievements.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the City of Hyattsville, do hereby recognize May 2023 as Jewish American Heritage Month.

Robert S. Croslin

Mayor, City of Hyattsville

May 1, 2023





City of Hyattsville

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Agenda Item Report

File #: HCC-369-FY23

5/1/2023

d.

Submitted by: Nate Groenendyk
Submitting Department: City Clerk
Agenda Section: Proclamation

Item Title:
Proclamation of Citizenship Celebration Day

Suggested Action:
I move that the Mayor and Council proclaim May 6, 2023, as Citizenship Celebration Day in the City of Hyattsville.

Summary Background:
In 2014, Hyattsville's Mayor and City Council designated the first Saturday of each subsequent May as Citizenship Celebration Day.

Next Steps:
Proclaim May 6, 2023 as Citizenship Celebration Day in the City of Hyattsville.

Fiscal Impact:
N/A

City Administrator Comments:
Recommend approval.

Community Engagement:
N/A

Strategic Goals:
Goal 5 - Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community

Legal Review Required?
N/A

CITY OF HYATTSVILLE

PROCLAMATION

DECLARING MAY 6, 2023 TO BE CITIZENSHIP CELEBRATION DAY IN THE CITY OF
HYATTSVILLE

This proclamation recognizes and celebrates the newest citizens of the United States of America who have decided to make their home here in the City of Hyattsville.

WHEREAS, in 2014, Hyattsville's Mayor and City Council designated the first Saturday of each May as Citizenship Celebration Day to honor those residents of the City who have recently become citizens of the United States of America; and

WHEREAS, the City of Hyattsville values the contributions of immigrants and new citizens who help foster a spirit of inclusion that enriches our community and preserves its legacy as a City of freedom and opportunity; and

WHEREAS, the City of Hyattsville wishes to acknowledge immigrants' commitment to the United States of America and its Constitution and to the idea of liberty and justice for all on which this country has been founded; and

WHEREAS, the City of Hyattsville recognizes those becoming citizens of the United States of America who live in Hyattsville and choose to enjoy the rights and privileges of full United States citizenship as we all strive for a "more perfect union".

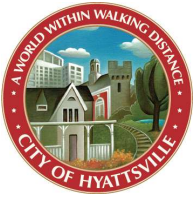
NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the City of Hyattsville declare May 6, 2023 to be Citizenship Celebration Day in the City of Hyattsville in recognition of our residents who have recently earned the rights and responsibilities incumbent upon every citizen of the United States of America.

Robert S. Croslin

Mayor, City of Hyattsville

May 1, 2023





City of Hyattsville

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Agenda Item Report

File #: HCC-370-FY23

5/1/2023

e.

Submitted by: Nate Groenendyk
Submitting Department: City Clerk
Agenda Section: Proclamation

Item Title:

Proclamation of Children's Mental Health Matters Week

Suggested Action:

I move that the Mayor and Council adopt a proclamation recognizing May 7-13, 2023 as Children's Mental Health Matters week in the City of Hyattsville.

Summary Background:

The month of May is National Mental Health Month and the first full week is designated as Children's Mental Health Matters week.

Next Steps:

Adopt the proclamation which will bring awareness to Children's Mental Health Matters week.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend adoption.

Community Engagement:

Outreach and information sharing regarding children's mental health.

Strategic Goals:

Goal 5 - Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community

Legal Review Required?

N/A

CITY OF HYATTSVILLE

PROCLAMATION

DECLARING MAY 7-13, 2023 TO BE CHILDREN'S MENTAL HEALTH MATTERS WEEK IN
THE CITY OF HYATTSVILLE

WHEREAS the month of May is National Mental Health Month and the first week is designated as Children's Mental Health Matters week with the purpose of addressing the complex mental health needs of children, youth, and families, which is fundamental to the future of the City of Hyattsville; and

WHEREAS we recognize that in the United States, 1 in 5 children and adolescents (20%) may have a mental health condition at any given time and approximately 66% of all young people with mental health conditions are not getting the help they need; and

WHEREAS without adequate mental health support, children may experience school failure, substance use and family trouble; and

WHEREAS mental health, mental illness, and substance use disorders can affect any child, regardless of age, gender expression, race, ethnicity, orientation, religion, or economic status; we must effectively share resources and deliver services that meet the social, cultural, and linguistic needs of all in our community to improve health outcomes and overall quality of life; and

WHEREAS the need to build a robust community is the responsibility of all through cross-agency collaboration and shared resources with government agencies, public, private, and non-profit groups and will result in a stronger and more vibrant City of Hyattsville.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the City of Hyattsville do hereby proclaim May 7-13, 2023, to be Children's Mental Health Matters week and urge our citizens, agencies, and organizations to unite and join the campaign to inform residents of the City of Hyattsville of the fundamental necessity of meeting every child's mental health needs through year-round resources and inclusive programs for all.

Robert S. Croslin
Mayor, City of Hyattsville

May 1, 2023





City of Hyattsville

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Agenda Item Report

File #: HCC-371-FY23

5/1/2023

f.

Submitted by: Nate Groenendyk
Submitting Department: City Clerk
Agenda Section: Proclamation

Item Title:

Proclamation of Asian American Native Hawaiian Pacific Islander Heritage Month

Suggested Action:

I move that the Mayor and Council adopt a proclamation recognizing May 2023 as Asian American Native Hawaiian Pacific Islander Heritage Month in the City of Hyattsville.

Summary Background:

May is recognized as Asian American Native Hawaiian Pacific Islander Heritage Month.

Next Steps:

Proclaim May 2023 as Asian American Native Hawaiian Pacific Islander Heritage Month in the City of Hyattsville.

Fiscal Impact:

N/A

City Administrator Comments:

Recommend adoption.

Community Engagement:

N/A

Strategic Goals:

Goal 5 - Strengthen the City's Identity as a Diverse, Creative, and Welcoming Community

Legal Review Required?

N/A

CITY OF HYATTSVILLE

PROCLAMATION

CELEBRATING MAY 2023 AS ASIAN AMERICAN NATIVE HAWAIIAN/PACIFIC ISLANDER
HERITAGE MONTH IN THE CITY OF HYATTSVILLE

This proclamation declares May 2023 to be Asian American and Native Hawaiian/Pacific Islander Heritage Month in the City of Hyattsville to celebrate the contributions and achievements that Asian-Pacific American residents make in our community.

WHEREAS, the theme of Asian American and Native Hawaiian/Pacific Islander Heritage Month in 2023 is “Advancing Leaders through Opportunity”; and

WHEREAS, the City of Hyattsville is fortunate to be a diverse community, including residents with roots in Asia and the Pacific Islands; and

WHEREAS, Asian Americans, Native Hawaiians and Pacific Islanders make our Nation more vibrant through diversity of cultures, languages, and religions and enrich this country’s history, arts, sciences, government, military, commerce, and education; and

WHEREAS, we acknowledge that it is essential to continue to learn about AANHPI communities, celebrate their experiences and honor the invaluable contributions they have made; and

WHEREAS, we recognize that AANHPI communities have faced discrimination and adversity throughout our Nation’s history, and we stand with the AANHPI community in denouncing all acts of hate and violence; and

WHEREAS, the month of May was chosen to commemorate the immigration of the first Japanese people to the United States on May 7, 1843, and to mark the anniversary of the completion of the transcontinental railroad, on May 10, 1869, with tracks laid mostly by Chinese immigrants.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the City of Hyattsville acknowledge the contributions and achievements of Asian-Pacific American residents in our community and declare May 2023 as Asian American and Native Hawaiian/Pacific Islander Heritage Month.

Robert S. Croslin

Mayor, City of Hyattsville

May 1, 2023

CITY OF HYATTSVILLE

PROCLAMATION





City of Hyattsville

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

Agenda Item Report

File #: HCC-362-FY23

5/1/2023

8.a.

Submitted by: At the Request of the City Administrator
Submitting Department: Community & Economic Development
Agenda Section: Consent

Item Title:

Neighborhood Design Center - Work Order

Suggested Action:

I move the Mayor and Council authorize the City Administrator to execute a work order with Neighborhood Design Center, under the terms of the Master Contract for Services, for a total cost not to exceed \$40,000 for the purpose with assisting the City in the design of The Spot, a trailhead and recreational amenity to be located at the east terminus of 4500 block of Hamilton Street, Hyattsville.

Summary Background:

On Monday, April 17, 2023, the City Council approved HCC-356-FY23, increasing the maximum value of the master contract for services with the Neighborhood Design Center (NDC), with any encumbrances related to the master contract requiring additional Council actions.

The City is commissioning NDC to assist the City in designing the site layout for 'The Spot', a vacant parcel of land located at the east terminus of Hamilton Street, adjacent to the Rhode Island Avenue Trolley Trail. The NDC deliverables will include the following:

- Spatial Use and Adjacency diagrams;
- Conceptual Landscape Design
- Planting palettes;
- Furnishing & Materials recommendations;
- Visualization of a key project area.

The final design will be completed by the end of October 2023 and will enable the City to proceed with any permit applications for water/sewer and electrical services. The NDC project costs is \$40,000, which will be funded out of the Community & Economic Development FY2023 budget and could be eligible for ARPA reimbursement.

Next Steps:

No additional City Council action is required.

Fiscal Impact:

Funding for this project is available through the FY2023 Community & Economic Development budget. Funding may be eligible as a reimbursable expense under ARPA.

City Administrator Comments:

Recommend approval.

Community Engagement:

The scope of services will include one (1) public design charrette to take place as part of the June 10, 2023 Trolley Trail Day. Additional engagement will take place virtually on the HelloHyattsville platform.

Strategic Goals:

Goal 3 - Promote a Safe and Vibrant Community

Legal Review Required?

N/A

Memo

To: City Council

CC: Tracey Nicholson, City Administrator
Ron Brooks, City Treasurer
Holly Simmons, City Planner
Lesley Riddle, Director, Public Works

From: Jim Chandler, Assistant City Administrator

Date: April 25, 2023

Re: Neighborhood Design Center – Work Order

The purpose of this cover memorandum is to provide the City Council with a summary of a work order to be preformed by Neighborhood Design Center (NDC).

On Monday, April 17, 2023, the City Council approved HCC-356-FY23, increasing the maximum value of the master contract for services with the Neighborhood Design Center (NDC), with any encumbrances related to the master contract requiring additional Council actions.

The City is commissioning NDC to assist the City in designing the site layout for ‘The Spot’, a vacant parcel of land located at the east terminus of Hamilton Street, adjacent to the Rhode Island Avenue Trolley Trail. The NDC deliverables will include the following:

- Spatial Use and Adjacency diagrams;
- Conceptual Landscape Design
- Planting palettes;
- Furnishing & Materials recommendations;
- Visualization of a key project area.

The final design will be completed by the end of October 2023 and will enable the City to proceed with any permit applications for water/sewer and electrical services. The NDC project costs is \$40,000, which will be funded out of the Community & Economic Development FY2023 budget and could be eligible for ARPA reimbursement.

To: James Chandler
Assistant City Administrator and Director
Department of Community & Economic Development
City of Hyattsville

Tracey Douglas
City Administrator
City of Hyattsville

From: Allie O'Neill
Architecture and Community Planning Programs Director
Neighborhood Design Center

Re: Proposal
March 30, 2023

Project: The Spot Redesign

Goals: Concept design for city-owned properties currently used for community gathering and programmed events

Outcome: Community-informed landscape design with furnishing, material, and planting recommendations

Proposed Framework:

NDC staff will engage Hyattsville residents and Trolley Trail users at a drop-in style workshop on Trolley Trail Day, June 10, 2023. The NDC team will person a set of stations for a 90 minute time when participants will be welcomed in to provide design insights and to try their hands at a layout for the space. Activities will focus on the space when it is both programmed and unprogrammed. Priorities and feedback gathered at the event will inform design principles to guide the landscape plan.

Landscape plans will include a small amount of automobile parking, parking for 30-40 bikes, lighting, trailhead elements (including signage and a bike fixit station), shade elements, a stage, seating, areas designated for food trucks and restrooms. Materials that are low-maintenance

and can handle high traffic will be identified for community gathering space ground surfaces. Plantings recommended will be native species and areas for micro retention will be identified.

Design Deliverables:

NDC staff will produce the following visuals and design documents:

- Spatial Use and Adjacency diagrams
- Conceptual Landscape Design
- Planting palettes
- Furnishings & Materials recommendations
- Visualizations of a key project area

Schedule:

	May	June	July	Aug	Sept	Oct
	Month					
Task/area of work	1	2	3	4	5	6
1 / Workshop Prep						
2 / Workshop						
3 / Engagement Report						
4 / Existing Conditions (includes Site Visit)						
5 / Stakeholder Meetings						
6 / Concept Design						
7 / Materials & Furnishings						
8 / Plant Palette						
9 / Design Revisions						
10 / Final Design						
Planning / Development						
Delivery date						

Project Cost: \$40,000



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Agenda Item Report

File #: HCC-363-FY23

5/1/2023

8.b.

Submitted by: At the Request of the City Administrator
Submitting Department: Information Technology
Agenda Section: Consent

Item Title:

IT Adobe Suite Licensing - GHA Technologies Inc.

Suggested Action:

I move the Mayor and Council to authorize the City Administrator to execute a work order with GHA Technologies Inc. in the amount not to exceed \$16,000 for the purpose of providing the City with Adobe Suite licensing products necessary to support City operations.

Summary Background:

The City purchases a variety of Adobe Suite products including Creative Cloud, Pro DC and Standard DC licensing products, which are assigned to specific users and user groups. The City's licensing is set to expire on May 15, 2023 and requires renewals.

City staff is recommending the authorization to proceed with the purchase of Adobe Acrobat Suite licensing products from GHA Technologies Inc, for a total cost not to exceed \$16,000. GHA Technologies Inc. is a Federal GSA contractor and the City will utilize the GSA Contract Eligible Products listing and rate to acquire services.

Next Steps:

No additional action is required.

Fiscal Impact:

Funding for this purchase is included in the FY2023 Information Technology budget.

City Administrator Comments:

Recommend approval.

Community Engagement:

N/A

Strategic Goals:

Goal 4 - Foster Excellence in all City Operations

Legal Review Required?

N/A

Memo

To: City Council

CC: Tracey Nicholson, City Administrator
Consuella Barbour, Deputy City Administrator
Ron Brooks, City Treasurer

From: Jim Chandler, Assistant City Administrator

Date: February 8, 2021

Re: IT Adobe Suite Licensing

The purpose of this memorandum is to request City Council authorization for purchase of Adobe Acrobat licensing product renewal. The authorization is required due to the total cost exceeding the \$10,000 threshold.

The City purchases a variety of Adobe Suite products including Creative Cloud, Pro DC and Standard DC licensing products, which are assigned to specific users and user groups. The City's licensing is set to expire on May 15, 2023 and requires renewals.

City staff is recommending the authorization to proceed with the purchase of Adobe Acrobat Suite licensing products from GHA Technologies Inc, for a total cost not to exceed \$16,000.



Agenda Item Report

File #: HCC-374-FY23

5/1/2023

8.c.

Submitted by: Jay Joyner
Submitting Department: Human Resources
Agenda Section: Consent

Item Title:

ARPA: Staff Salary Adjustments

Suggested Action:

I move that the Mayor and Council authorize the use of American Rescue Plan Act funds in an amount not to exceed \$759,000 for the purposes of reimbursing the City's General Fund for expenditures related to salary adjustments for City employees based on the results of the 2023 Compensation Study.

Summary Background:

Since the pandemic, local governments nationwide have found it challenging to fill their ranks, specifically with sworn police officers. At the Council's request, in September 2022, the City of Hyattsville commissioned a compensation study. The study compared Hyattsville to eight local municipalities. The surveyors recommended three options to make Hyattsville competitive in recruiting qualified candidates. The three options that were recommended were as follows:

- Parity- Realigns 138 employees along their salary range based on how long they have been serving in their current classification. Employees with 30 or more years of experience would be placed at the maximum, whereas employees with 15 years would be placed at the midpoint of the range. Total first-year cost estimate - \$528K.
- Hybrid Parity- Realign 138 employees' salary ranges based on "hybrid years." Full credit is given to an employee for each year serving in their current classification and one-half credit for time in any other classification-total first-year implementation cost estimate- \$670K.
- Bring to Step- Realigns 138 employees in their recommended salary ranges by maintaining their current step within the new grade. For example, an employee currently at step 10 would move to step 10 in the recommended pay range. Total first-year cost estimate- \$1.4M. Consultant recommendation for 138 employees, including police officers.

After a thorough analysis, City staff recognized that the Bring to Step option would not be appropriate for all staff and police. This approach would have significant legacy costs and would not be fiscally responsible or sustainable. Therefore, staff prioritized public safety, high-risk/flight risk, and lowest-paid employees using a combination of approaches. Staff used "Bring to Step" for the police officers, who were the highest flight risk. For non-sworn lowest-paid staff, including our Dispatchers, DPW, Code, and Parking, a combination of "Bring to Step" and the "Hybrid" model was utilized.

Senior leadership then evaluated all staff not meeting the high-risk/low-paid category and selected the "Hybrid" model. This model allows leadership to factor in an employee's experience, skills, & performance when determining appropriate compensation. The combination of models resulted in an approximate adjustment of \$758,183 for the first year,

providing the City with more affordable legacy costs. The Human Resources Director has been making those adjustments with the department director's input and City Administrator approval for employees who are not in the high-risk/low-paid group for the past five months.

Concurrently with the compensation study adjustments, the Human Resources department has been working with the leadership team on implementing a "Culture of Engagement" program. This initiative is meant to change the culture of the staff to create an environment that promotes employee retention (Employer of Choice). In the spirit of continuous improvement, a new performance improvement evaluation system will be implemented to assess employees better and reward them more accurately based on their performance. In May, the Human Resources department will conduct an employee engagement Survey. The survey results will be used to develop action plans on prioritized areas of opportunity. Per Council direction, the City plans to conduct another formal Compensation survey with a new consultant in two to three years.

Next Steps:

Council authorization of the expenditure of ARPA funds.

Fiscal Impact:

ARPA: \$759,000

City Administrator Comments:

Recommend support.

Community Engagement:

N/A

Strategic Goals:

Goal 4 - Foster Excellence in all City Operations

Legal Review Required?

N/A

	A	B	C	D
1	RECAP/Breakdown of Comp Study Adjustments made in each Department/Feb. 2023/vs			
2				
3	Department	Number of Employees Adjusted	Salary Base Increase Cost	Notes
4	DPW	31	\$ 141,645.00	Primarily adjusted Tech (Laborer) Classification from Grade 104 to Grade 106 as well as other classifications identified in comp study as very low.
5	Community Services	3	\$ 6,383.00	
6	Commuity & Econ Dev.	9	\$ 29,256.00	Primarily adjusted six of the nine Code and Parking employees
7	Commnications and Legislative Services	3	\$ 9,014.00	
8	PD Administrative	4	\$ 30,388.00	
9	PD- Public Safety Aides (Dispatchers)	7	\$ 81,589.00	
10	Human Resources	0		
11	Finance	0		
12				
13	RECAP			
14	Non-Sworn PD Admin and PSAs, other Admin and DPW Emps.	57	\$ 298,275.00	
15	SWORN Employee Adjustments	39	\$ 459,908.00	
16	GRAND TOTAL	96	\$ 758,183.00	Annual Base salary adjustments only. Does not include cost of benefits.
17				
18				



City of Hyattsville

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Agenda Item Report

File #: HCC-376-FY23

5/1/2023

9.a.

Submitted by: Patrick Paschall
Submitting Department: Finance
Agenda Section: Action

Item Title:
American Rescue Plan Act Funds Allocation

Suggested Action:

I move that the Mayor and Council allocate a total of \$6,236,500 of American Rescue Plan Act funds for the following projects and amounts:

Title of Project Proposal	Amount
Ager Rd/Queens Chapel Alley Pedestrian Safety Improvements	\$1,500,000
Driskell Park Community Building Renovation	\$500,000
Public Wi-fi Study	\$60,000
Beautify Alternate Route 1	\$200,000
Hyattsville Tree Canopy Restoration Budget	\$331,000
City Facilities Security Upgrades	\$200,000
Hyattsville Crossing BID	\$150,000
Environmental Depot	\$600,000
Circulator Study Update	\$25,000
Mental Health Coordinator for Teen Center	\$100,000
Expand Electronic Sign System	\$120,000
Publish a Small Business Directory Online	\$80,000
Public Restroom and Shower Facilities in City-Owned Parks	\$300,000
Driskell Park Three Season Programmable Outdoor Space	\$300,000
SMART Waste Management Study	\$60,000
PD Recruitment Advertising	\$15,000
The Spot Placemaking Project	\$250,000
Updates to City Building Restrooms	\$280,000
VR Training Technology - PD	\$110,000
City Building 2 nd Floor Renovations	\$800,000
Solar Community Message Boards	\$71,500
IT Infrastructure Investment	\$150,000
Scholarships for City Camps	\$34,000

Summary Background:

Many cities are using American Rescue Plan Act funds to address the COVID-19 pandemic's harmful economic and health effects. Hyattsville has decided to use its funds: to offset declines in revenue collections; to address the health, economic, and fiscal impacts of the pandemic and contribute to the economic recovery; and to start new long-term investments to address racial and economic inequities.

The American Rescue Plan Act of 2021 Coronavirus State and Local Fiscal Recovery Funds (ARP/CSLFRF) allows local governments to spend their allocations on eligible projects within four major expenditure groupings:

- Addressing the COVID-19 public health emergency and its negative economic impacts
- Premium pay for eligible workers performing essential work during the pandemic
- Necessary water, wastewater, and broadband infrastructure
- Revenue replacement for lost revenue growth.

Next Steps:

Council authorization of the expenditure of ARPA funds.

Fiscal Impact:

ARPA: \$6,236,500

City Administrator Comments:

Recommend support

Community Engagement:

N/A

Strategic Goals:

Goal 4 - Foster Excellence in all City Operations

Legal Review Required?

N/A



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Agenda Item Report

File #: HCC-372-FY23

5/1/2023

9.b.

Submitted by: At the Request of the City Administrator
Submitting Department: Community & Economic Development
Agenda Section: Action

Item Title:

Enterprise Community Partners Inc. - Rent Stabilization Ordinance Technical Analysis

Suggested Action:

I move the City Council authorize the City Administrator to execute a contract for services with Enterprise Community Enterprise, Inc to provide the City with a Rent Stabilization Policy Study to inform the City's Rent Stabilization Ordinance, for a cost not to exceed \$40,000.

Summary Background:

In May 2021, the City Council unanimously adopted the City's 'Housing Action Plan' a 10-year roadmap of policies, programs and actions intended to enable the preservation and creation of affordable housing opportunities within the City of Hyattsville. The Plan was developed with Enterprise Community Partners (ECP) and prioritized four (4) major areas for enabling affordable housing:

1. Creation of an Affordable Housing Fund;
2. Using public land for developing affordable housing units;
3. Rent control;
4. Tenant rights.

In January 2023, Staff met with Enterprise Community Partners (ECP) to discuss the City's proposed Rent Stabilization Ordinance to discuss the ability of ECP to model the ordinance and provide the City with projected outcomes and recommendations for modifications, prior to drafting and adoption of the ordinance.

On April 3, 2023, the City Council approved HCC-324-FY23, approving the City Attorney to prepare an ordinance on regulating the annual rate of increase in rental prices in the City of Hyattsville.

Based upon the adoption of the direction of action adopted by City Council, the Staff consulted with the City Attorney's office and concurred that the City would benefit from an assessment and modeling of the proposed Rent Stabilization ordinance. The scope of work and deliverables will include the following:

- Modeling projected outcomes of policy language;
- Stakeholder engagement;
- Develop operational model;
- Develop performance metrics and timeline review;
- Develop final report and presentation.

The work will be completed in 12-weeks, at a total cost not to exceed \$40,000 and will provide City Staff, the City Attorney's Office and City Council with due diligence necessary to move forward in a prudent manner.

Next Steps:

No additional City Council action is required.

Fiscal Impact:

Funding for this activity is included in the FY2024 CED budget request.

City Administrator Comments:

Recommend approval.

Community Engagement:

The Enterprise team will conduct interviews and/or focus groups with up to 15 stakeholders, including, but not limited to, multifamily property owners of varying sizes, Hyattsville city officials, and Takoma Park city officials & program administrators. The primary purpose of stakeholder engagement is to understand the effects - intended and unintended - of rent stabilization policy models on the operation of multifamily rental properties and rental market broadly.

Strategic Goals:

Goal 4 - Foster Excellence in all City Operations

Legal Review Required?

N/A

Memo

To: City Council

CC: Tracey Nicholson, City Administrator
Ron Brooks, City Treasurer
Holly Simmons, City Planner

From: Jim Chandler, Assistant City Administrator

Date: April 17, 2023

Re: Enterprise Community Partners - Rent Stabilization Ordinance Technical Analysis

The purpose of this cover memorandum is to provide the Mayor and City Council with a summary of requested services to be performed by Enterprise Community Partners.

In May 2021, the City Council unanimously adopted the City's 'Housing Action Plan' a 10-year roadmap of policies, programs and actions intended to enable the preservation and creation of affordable housing opportunities within the City of Hyattsville. The Plan was developed with Enterprise Community Partners (ECP) and prioritized four (4) major areas for enabling affordable housing:

1. Creation of an Affordable Housing Fund;
2. Using public land for developing affordable housing units;
3. Rent control;
4. Tenant rights.

In January 2023, Staff met with Enterprise Community Partners (ECP) to discuss the City's proposed Rent Stabilization Ordinance to discuss the ability of ECP to model the ordinance and provide the City with projected outcomes and recommendations for modifications, prior to drafting and adoption of the ordinance.

On April 3, 2023, the City Council approved HCC-324-FY23, approving the City Attorney to prepare an ordinance on regulating the annual rate of increase in rental prices in the City of Hyattsville. The direction from Council:

- Authorize and require the City Administrator to set and publish a maximum allowable annual rent increase (MAARI). The MAARI shall be the maximum annual allowable percentage increase in price per unit for non-exempt rental properties within the City of Hyattsville.

- The MAARI shall be equal to the annual percentage increase in the Washington-Arlington-Alexandria, DC-VA-MD-WV Consumer Price Index for All Urban Consumers (CPI-U) , from November to November of the two most recent calendar years, rounded to the nearest whole number, and shall be effective for a twelve-month period beginning January 1.
- Exemptions
The following classes of rental properties and rental agreements shall be exempt from the limit imposed through the MAARI.:
 - Rental properties less than 15 years old;
 - Buildings with 2 or fewer units;
 - Owner-occupied where the tenants share a kitchen or bathroom with the owner;
 - Short-term leasing agreements. (Defined as leases for 30 days or less, published via short term leasing platform such as AirBnb)
 - Extensions of leases beyond 120 days will make the unit subject to the Rent Allowance clauses prescribed;
 - Federally regulated rental units for which rates are negotiated between the federal government and property owners.
 - Accessory apartments and dwelling units.

Based upon the adoption of the direction of action adopted by City Council, the Staff consulted with the City Attorney's office and concurred that the City would benefit from an assessment and modeling of the proposed Rent Stabilization ordinance. The scope of work and deliverables will include the following:

- Modeling projected outcomes of policy language;
- Stakeholder engagement;
- Develop operational model;
- Develop performance metrics and timeline review;
- Develop final report and presentation.

The work will be completed in 12-weeks, at a total cost not to exceed \$40,000 and will provide City Staff, the City Attorney's Office and City Council with due diligence necessary to move forward in a prudent manner. Funding for this activity is included in the FY2024 CED budget request.