



## SPECIAL MEETING OF THE CITY COUNCIL, HYATTSVILLE MD APRIL 18, 2018

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Present: Candace Hollingsworth, Mayor  
Edouard Haba, W4 (Council President)  
Kevin Ward, W1 (Council Vice President)  
Bart Lawrence, W1  
Robert Croslin, W2  
Shani Warner, W2  
Carrianna Suiter, W3, arrived at 8:07 p.m.  
Thomas Wright, W3  
Paula Perry, W4 (left at 10:45 p.m.)  
Joseph A Solomon, W5  
Erica Spell, W5

Absent: None

Also present were the following City staff members:

City Administrator Tracey E. Nicholson  
Assistant City Administrator, Dir. Of Community and Economic Development Jim Chandler  
City Treasurer Ron Brooks  
Director of Human Resources Vivian Snellman  
Police Chief Douglas Holland  
Police Captain Amal Awad  
City Clerk Laura Reams  
Assistant City Clerk Lillie Littleford

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

Mayor Hollingsworth called the meeting to order at 8:03 p.m.

### 2) **Pledge of Allegiance to the Flag**

### 3) **Approval of the Agenda**

Mayor Hollingsworth amended the agenda to add Motion #: HCC-305-FY18 Disbursement of Ward 1 Discretionary Funds to the Consent Agenda.

<b>RESULT:</b>	<b>APPROVED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Haba
<b>SECONDER:</b>	Perry
<b>AYES:</b>	Hollingsworth, Haba, Ward, Lawrence, Croslin, Warner, Wright, Perry, Solomon, Spell
<b>NAYS:</b>	None
<b>ABSENT:</b>	Suiter

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

Mr. Marshall, a Ward 2 resident, addressed the Mayor and Council in support of the proposed Teen Club initiative. Mr. Marshall urged Council to end support for the UM Shuttle program and stated that it was a costly program that did not gain applicants despite increased outreach efforts.

Gloria Felix-Thompson, a Ward 1 resident, announced the upcoming 39th Historic House Tour.



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**5) Consent Items (8:20 p.m. – 8:25 p.m.)**

**5.a) Disbursement of Ward 1 Discretionary Funds**

**HCC-305-FY18**

I move that the Mayor and Council approve the disbursement of an amount not to exceed \$200 from the Ward 1 Discretionary Funds to the Hyattsville Middle School for the purchase of a temporary roller-skating rink for the May 5, 2018 HMS Family Day.

**Lead Sponsor:** Ward

**Co-Sponsor(s):** Lawrence

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Haba
<b>SECONDER:</b>	Ward
<b>AYES:</b>	Hollingsworth, Haba, Ward, Lawrence, Croslin, Warner, Suiter, Wright, Perry, Solomon, Spell
<b>NAYS:</b>	None
<b>ABSENT:</b>	None

**6) Discussion Items (8:25 p.m. - 9:35 p.m.)**

**6.a Hyatt Park Placemaking Project Final Concept Design (15 minutes)**

**HCC-297-FY18**

**Discussion Only**

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

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

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[Memo - Public Placemaking - Hyatt Park Concepts - 4.16.18.docx](#)

[Hyatt Park Presentation\\_Updated 4.18.pdf](#)

Assistant Administrator Chandler introduced the Hyatt Park Placemaking Project and provided a brief project timeline. Assistant Administrator Chandler noted the Park design had flexible programming with functional, artistic lighting initiatives. Assistant Administrator Chandler noted a “scramble” seating and play element as well as shifting of the stage area to increase space for play. Assistant Administrator Chandler further explained the connectivity of pathways in relation to Hamilton Street and confirmed ADA compliance. Assistant Administrator Chandler stated that staff would meet with the Maryland-National Capital Park and Planning Commission (M-NCPPC) to ensure City programming requirements, particularly lighting. Assistant Administrator Chandler added that a water fountain and an outlet for the Community Garden were included. Assistant Administrator Chandler said that the City would obtain permits and break ground later that year, with landscaping beginning in 2019. Assistant Administrator Chandler closed with the item returning to Council for acceptance of the plan the following month.

Councilmember Warner asked about barriers to Hamilton Street and Assistant Administrator Chandler described an art element that would serve as both a community effort and a barrier. Assistant Administrator Chandler added further safety measures, noting that the concept of the park had layers to prevent children from leaving the site and that the electrical would be on the peripheral. Councilmember Warner asked where mulch would be delivered for the Community Garden and Assistant Administrator Chandler confirmed that an area near the “scramble” would remain unprogrammed to allow street access.

Councilmember Croslin stated support for the plan and asked questions regarding the barrier. Assistant Administrator Chandler clarified that the barrier would be an art installation rather than a fence and stated that the landscape plan would include native shrubbery as well as a pervious flexible surface. Councilmember Croslin asked if there was a longer-lasting, chemical-free option for the wood posts.



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Director Riddle stated that the wood product was aesthetically favorable, and Assistant Administrator Chandler clarified that the wood posts would not be used for play. Director Riddle added that the logs for seating would come from trees that had been saved from the site.

Councilmember Spell expressed support for the plan and said the natural elements complimented the Community Garden. Councilmember Spell asked if the decorative pickets would be produced by Neighborhood Design Center (NDC) and Assistant Administrator Chandler stated there had been conversations to include schools for that aspect of the park.

Councilmember Suiter supported the interactive musical elements and asked if the pervious flexible surface of the stage area could be used for seating. Assistant Administrator Chandler noted that there would be permanent fixed seating and Councilmember Suiter asked that the seating be ADA accessible.

Councilmember Wright offered accolades and confirmed that bathrooms would not be included in the plan. Assistant Administrator Chandler stated that bathroom facilities would not be included initially but would be determined as a permanent fixture or temporary seasonal application. Councilmember Wright asked if the plan would return to the Planning Committee and Assistant Administrator Chandler said the plan was posted on Speak Up, HVL.

Councilmember Solomon asked for elaboration on the proposed Friday night concerts. Assistant Administrator Chandler clarified that the plan intended to identify amenities the City may need in the future to provide an infrastructure for more programming.

### **6.b) City Administrator FY19 Budget Recap (10 minutes)**

**HCC-304-FY18**

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

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

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Administrator Nicholson presented the FY19 Budget Recap and stated that staff would continue to provide a brief overview of departmental budgets. Administrator Nicholson reminded Council of the programs for which the body had provided direction in the previous meetings. Administrator Nicholson noted salary increases, discretionary funding increases, continued support for sponsorships, and Committee initiatives in the Mayor and Council Budget. Administrator Nicholson stated that the Administration, Clerk, Legal, and IT Budgets had supplies, training, and merit increases. Administrator Nicholson highlighted an increase in legal funding due to the increase in contracts. Administrator Nicholson continued that the Enterprise Resource Planning (ERP) system would be integrated that year in addition to an upgraded phone system. Administrator Nicholson listed continued efforts for the procurement manual, employer of choice program, internships, and an evaluation for a pay for performance program.

Administrator Nicholson stated funding within the Community and Economic Development budget for residential parking, the commercial corridor revitalization fund, the Hyatt Park Placemaking project, the circulator study, Wi-Fi-hotspots, and bike infrastructure. Administrator Nicholson presented initiatives within the Department of Public Works including implementation of LED lighting, the National Fitness Center, Clean and Safe Team, and the Magruder Park Reimagination. Administrator Nicholson moved on to the Police Budget, stating that the City was working on the design for the new facility. Administrator Nicholson added that the City was expecting grant funding for the Safe Streets Initiative and noted replacements of equipment and vehicles.

### **6.c) FY19 Budget Presentation and Discussion: Department of Community Services (20 minutes)**

**HCC-289-FY18**



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

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

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[Budget Document of FY2019 Budget Document\\_Comm Svcs.pdf](#)

Director Rollow began the presentation for the proposed FY19 Community Services Budget. Director Rollow noted the need for additional staff due to the increased communications projects, as well as program highlights of expanded social media presence, the community survey, and LED signs. Director Rollow continued that the Meals on Wheels and Immigrant Parent Workshop programs had begun and the blueprint for the Mentorship Program had been created.

Director Rollow highlighted partnerships with the Health, Wellness, and Recreation Advisory Committee and the Education Advisory Committee for the Welcome Guide, Speaker Series, Age Friendly Initiative, Summer Reading Program, Educational Enrichment Grants, and the Board of Education Candidate Forum. He reiterated that the afterschool program would be launched in the fall and would be cost neutral to the City. Director Rollow added that the department had intentions to increase funding and sponsorships for programming that required management and legal services. Director Rollow noted that the City's website was eligible for a free redesign and that SeeClickFix, a resident request portal, would be integrated with the Enterprise Resource Planning (ERP) system.

Director Rollow continued to highlight partnerships, stating that the Americorps Vista Volunteer position would be filled to expand and formalize the Immigrant Parent Workshop. He noted conversations regarding partnerships for resource provider services for the City and neighboring areas. Director Rollow said the department was increasing video production, noting the added position in FY18. Director Rollow summarized the continuation of various other departmental programs and noted funding offsets.

Councilmember Spell asked for clarification on the See, Click, Fix software. Director Rollow provided details and noted that it would be implemented later in the year. Councilmember Spell asked for additional details on the proposed outreach position. Director Rollow and City Administrator Nicholson provided information on the various duties and the need for the position. Council Vice President Ward inquired on the website redesign. Director Rollow explained that the City's website provider offered a redesign every few years as part of the City's contract.

### **5.d FY19 Budget Initiative: Hyattsville Teen & Young Adult Center (15 minutes)**

**I move that the Mayor and Council allocate \$550,000 for the purposes of continuing teen and young adult programming at Magruder Park and establishing a Teen & Young Adult Center in the City of Hyattsville at University Town Center.**

**HCC-144-FY18**

**Lead Sponsor:** Hollingsworth

**Co-Sponsor(s):** Croslin, Ward, Suiter

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[Teen Center Memo.pdf](#)

Mayor Hollingsworth introduced the proposal for a Teen and Young Adult Center. She stated that after the last Council discussion four (4) Councilmembers met to see if they could reconcile the two (2) Teen programming proposals. She said the initial motion had been revised, highlighting the differences and noting that programming would take place in two locations: Magruder Park on Friday evenings and University Town Center Mondays through Thursdays from 3-9 p.m. Mayor Hollingsworth said Community Services would take the lead on programming and have a strong partnership with the Police Department. Mayor Hollingsworth also noted that staff was pursuing a grant for up to \$400K for the Teen Center.



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Councilmember Warner expressed enthusiasm for the proposal but also noted the high demand on staff. Director Rollow described the operational structure if the City were to obtain a grant and if it did not. Councilmember Solomon said he shared Councilmember Warner's concern with staffing and expressed concern on the implementation timeline due to the multiple capital projects the City was working on. Director Riddle noted the addition of an Assistant Project Manager to help with capital projects. Regarding staff capacity, Director Rollow acknowledged that the program could not operate as envisioned without adding staff. There was a discussion on the grant timeline and costs that could be covered by grant funds.

Councilmember Wright asked for clarification that the existing program, run by the Police Department would not be closed. Director Rollow said the program would continue with additional support from the Department of Community Services and the two (2) programs would be linked together. There was a brief discussion regarding miscommunication on the dual programs.

Council also discussed the proposed teen center location at University Town Center and possible partnership with the library. Council President Haba noted concern with the lease of space for the Teen Center and wondered what would happen to the program at the end of the proposed five-year lease. He suggested the Council explore options for a permanent home owned by the City. Mayor Hollingsworth noted the proposed five-year lease was at a reduced rate and the City would have time during the length of the lease to determine a permanent location. City Administrator Nicholson said she would explore all location options.

Councilmember Spell clarified that if the grant were approved, the intent was to run both teen programs daily, five days a week. Director Rollow confirmed and explained that if the grant was approved the City would provide transportation as well. Councilmember Warner asked how the teen club may impact the existing youth programming at Magruder Park. Sgt. Johnson explained that she typically arrived early to set up for the Teen Club and was often assisted by Teen Club members.

Councilmember Solomon asked several questions on the status of the City's general fund and if the City would be at a deficit with the addition of the new programs. Treasurer Brooks responded that while the City was in good shape financially, the addition of new program may put the City at a deficit of \$1.5M. He noted that recently revenues had come in higher than anticipated and expenditures had been lower.

*NOTE FOR THE RECORD: Councilmember Perry left at 10:05 p.m.*

Mayor Hollingsworth took a straw poll to gauge the body's interest in supporting the budget priority. The budget priority was informally adopted by the body with a 9-2 vote.

### **6.e) FY19 Budget Open Discussion (15 minutes)**

**HCC-283-FY18**

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

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

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Councilmember Lawrence asked if the budget line item for increased size of fleet maintenance included police vehicles. Director Riddle clarified that the number of police vehicles was measured every few months.

Councilmember Lawrence confirmed details on the traffic safety officer.

Councilmember Wright asked why contracted services had increased for Elections. Clerk Reams noted that the City was entering an election year and the costs were associated with an equipment vendor and voting implementation.



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Councilmember Wright inquired on the usage rate for the paid employee family medical leave. Director Snellman responded that the program had been funding appropriately and the program had been used by almost 100 employees. She noted the program had positively impacted employee morale.

Councilmember Solomon asked if the call box on Oliver Street could be repaired. City Administrator said she would let the Council know and provided information on the use of call boxes and CCTV cameras.

### 7) **Council Dialogue (9:35 p.m. - 9:45 p.m.)**

Mayor Hollingsworth expressed pride for the City's progress on addressing issues holistically. Councilmember Spell thanked staff for their time spent on providing information and responding to questions. Councilmembers Wright and Ward echoed accolades to staff. Council President Haba clarified his support for certain initiatives, keeping in mind the fiscal standing of the City. Councilmember Warner noted the upcoming Annual Soapbox Derby. Councilmember Suiter highlighted the hours for the upcoming HY-Swap and ways residents could participate.

### 8) **Community Notices and Meetings**

### 9) **Motion to Adjourn**

The meeting adjourned at 10:45 p.m.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Ward
<b>SECONDER:</b>	Lawrence
<b>AYES:</b>	Hollingsworth, Haba, Ward, Lawrence
<b>NAYS:</b>	None
<b>ABSENT:</b>	Perry