

**COUNCIL OF THE TOWN OF BLADENSBURG
WORK SESSION AGENDA - DRAFT**

February 14, 2022 @ 5:30PM

**Public Access Virtual via live stream on the Town's Facebook and YouTube pages
Or Zoom (access info below).**

Given the resurgence of COVID cases, this meeting will be entirely virtual (Zoom)

- | | | |
|-------------|--|---------|
| I. | CALL TO ORDER | 1 min |
| II. | APPROVAL OF AGENDA | 1 min |
| III. | APPROVAL OF MINUTES | 1 min |
| IV. | APPEARANCES | |
| | a. Walkable Watershed Grant Opportunity – Michelle Kokolis, Program Manager,
Environmental Finance Center, University of Maryland | 15 min |
| | b. Maryland State Highway Administration – Route 769-C Temporary Construction Plan | 15 min |
| V. | OLD BUSINESS | |
| | a. State of Maryland Bond Bill Recommendation: Bladensburg Municipal Center | 15 min |
| | i. Information Sheet | |
| | ii. Fact Sheet | |
| | b. Ordinance 01-2022 FY 2022 Budget Amendment - Review | 10 min |
| VI. | NEW BUSINESS | |
| | a. Employee Bonuses | 10 mins |
| | b. Ward I Parking Issues | 10 mins |
| | c. Bostwick House Restoration Maryland State Capital Budget Request | 10 mins |
| | d. School Truancy | 5 mins |
| VII. | ADJOURNMENT | |

Future Agenda Items

Meeting Access Information

<https://zoom.us/j/97463669358?pwd=QkNNKzRDNFJUK3pWL0ZGc0E0NDdGZz09>

Meeting ID: 974 6366 9358

Passcode: 930725

Join by phone:

One tap mobile

+13017158592,,97463669358#,,,,*930725# US (Washington D.C)

Calendar Link:

[https://zoom.us/meeting/tJMpcequqDlPH9ytHXCuoJtxlyirS-4fnxy1/ics?icsToken=98tyKuCvqj0pHNKcsxyPRowEBo_ob-7wplhegvpEiDfdIDVcSBfuH_tLIIEyRN7e](https://zoom.us/join/tJMpcequqDlPH9ytHXCuoJtxlyirS-4fnxy1/ics?icsToken=98tyKuCvqj0pHNKcsxyPRowEBo_ob-7wplhegvpEiDfdIDVcSBfuH_tLIIEyRN7e)

COUNCIL OF THE TOWN OF BLADENSBURG

DRAFT COUNCIL MEETING AGENDA

February 14, 2022 7:00pm

**Public Access Virtual via live stream on the Town's Facebook and YouTube pages
Or Zoom (access info below).**

Given the resurgence of COVID cases, this meeting will be entirely virtual (Zoom)

- | | |
|---|----------------|
| I. CALL TO ORDER | 1 min |
| II. OPENING PRAYER | 2 min |
| III. PLEDGE OF ALLEGIANCE | 1 min |
| IV. APPROVAL OF AGENDA | 1 min |
| V. APPEARANCES | |
| A. Employee Promotions: | 10 mins |
| i. Sergeant Maria Ramirez | |
| ii. Sergeant Patrick Thompson | |
| iii. Corporal Dwayne Humphries | |
| iv. Corporal Cedric Tanksley | |
| v. Corporal Darryl Thompkins | |
| vi. Acting Corporal Jerrold Pickering | |
| vii. PFC Ty Tinsley | |
| viii. Merxis Perdomo – Police Emergency Communications Dispatcher | |
| ix. Ray Jeffries – Administrative Aide C.A.T. | |
| B. New Employees: | |
| i. P/O Asia Thornton | |
| ii. Tomi Toliver – Code Enforcement | |
| VI. APPROVAL OF MINUTES | |
| VII. PUBLIC COMMENTS | |
| Written comments can be submitted prior to meeting to be read into the record.
Comments can be submitted to Clerk@BladensburgMD.gov and
DGriffin@BladensburgMD.gov | 5 mins |
| VIII. UNFINISHED BUSINESS | |
| A. State of Maryland Bond Bill Recommendation: Bladensburg Municipal Center | 15 mins |
| i. Information Sheet | |
| ii. Fact Sheet | |

IX. FINANCIAL BUSINESS

- A. Budget Matters 15 mins
 - i. Fiscal Year 2022 Budget
 - 1. Ordinance 01-2022: Fiscal 2022 Budget Amendment – Second Reading & Consideration (including revenues and expenditures from American Rescue Plan, etc.)

X. NEW BUSINESS

- A. Employee Bonuses 5 mins
- B. Bostwick House Restoration Maryland State Capital Budget Request 10 mins
- C. Walkable Watershed Grant Opportunity – UMD EFC 5 mins
- D. Urban Tree Canopy Grant Opportunity – Free Trees through Chesapeake Bay Trust (Central Kenilworth Ave CDC) 5 mins

XI. STAFF REPORTS

- A. Public Works; Treasurer; Public Safety; Town Clerk; Town Administrator 10 mins

XII. MAYOR AND COUNCIL REPORTS

- A. Council Member Blount – Ward II 10 mins
- B. Council Member Route – Ward I
- C. Council Member Brown – Ward I
- D. Council Member McBryde – Ward II
- E. Mayor James

XIII. ADJOURNMENT

Meeting Access Information via Zoom

<https://zoom.us/j/97463669358?pwd=QkNNKzRDNFJUK3pWL0ZGc0E0NDdGZz09>

Meeting ID: 974 6366 9358

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Calendar Link:

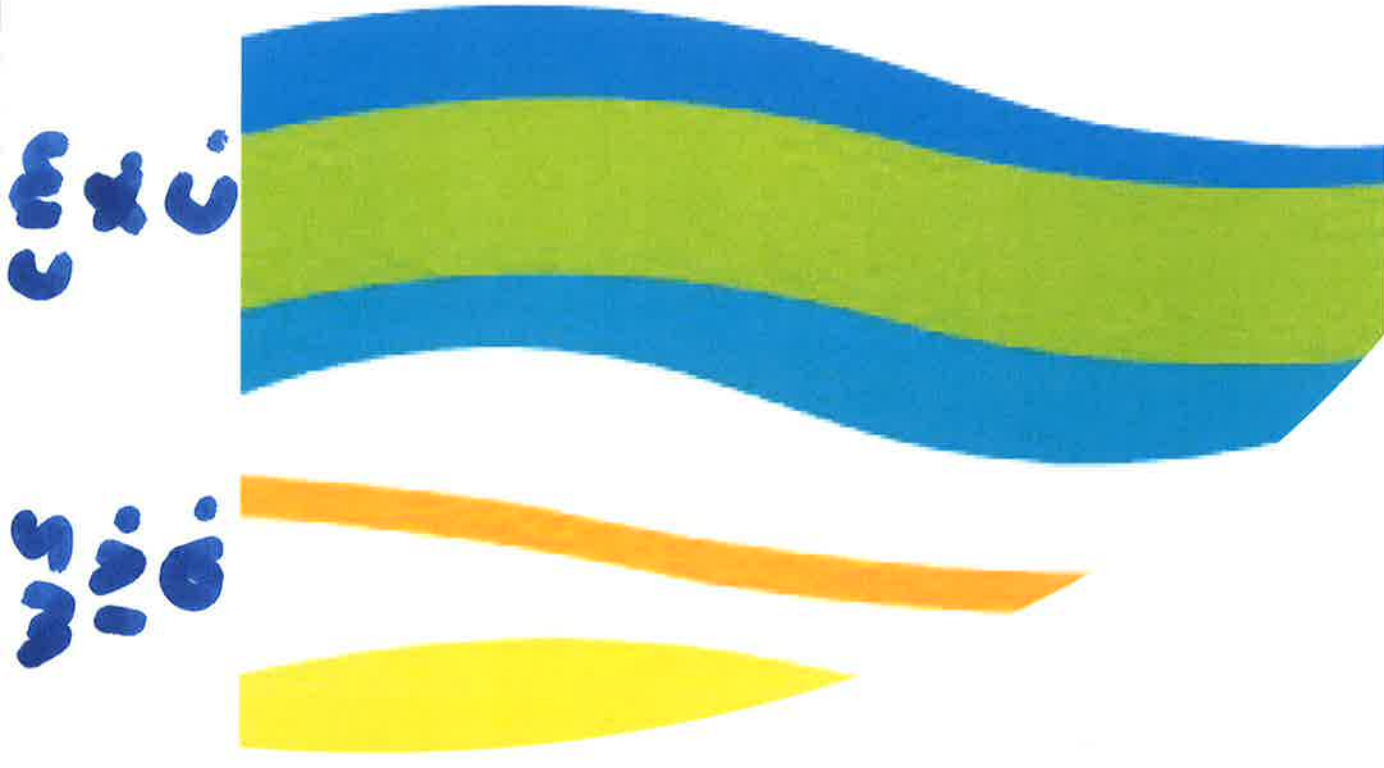
https://zoom.us/meeting/tJMpcequgDlpH9ytHXCu0JtxlyirS-4fnxy1/ics?icsToken=98tyKuCvqj0pHNKcsxyPRowEBo_ob-7wplhegvpEiDfdIDVcSBfuH_tLIIEyRN7e

An Introduction to the Walkable Watershed Concept

Michelle Kokolis

Program Manager

University of Maryland, Environmental Finance Center



The Environmental Finance Center

- Housed within the University of Maryland
- One of 10 EFC's located throughout the Country
- Serve all of EPA Region 3
- Assist local governments and communities with:
 - Capacity building & training
 - Policy analysis & financial assessment
 - Community outreach & facilitation

Walkable Watersheds 101

- Launched by Skeo in 2011
- Community-based, green infrastructure planning tool
- Addresses flooding and resilience in the context of revitalization planning
- Considers connectivity, watershed health, and ecological stewardship at a *community-wide* scale
 - Supports needs and goals such as improved connectivity and access, safe routes, open space and outdoor amenities
- Collaborative approach between local government, community members and partners
- Combines innovative planning with community capacity building resulting in cohesive strategies to:
 - Guide efforts to improve watershed and community health
 - Strengthen local infrastructure
 - Leverage investment





Walkable Watershed Projects

- *Richmond, VA* – students' routes to school prioritized for green streets.
- *Lynchburg, VA* – integrating stormwater improvements and walkability with Safe Routes to School program.
- *Charlottesville, VA* – building on existing planning efforts to identify early wins that meet multiple program goals.
- *Petersburg, VA* – address chronic flooding and lack of amenities.



New elementary school (purple) & Oak Grove Elementary

Oak Grove Elementary

Oak Grove High School

Oak Grove Middle School

Oak Grove Elementary zone

5 10 15 20 miles



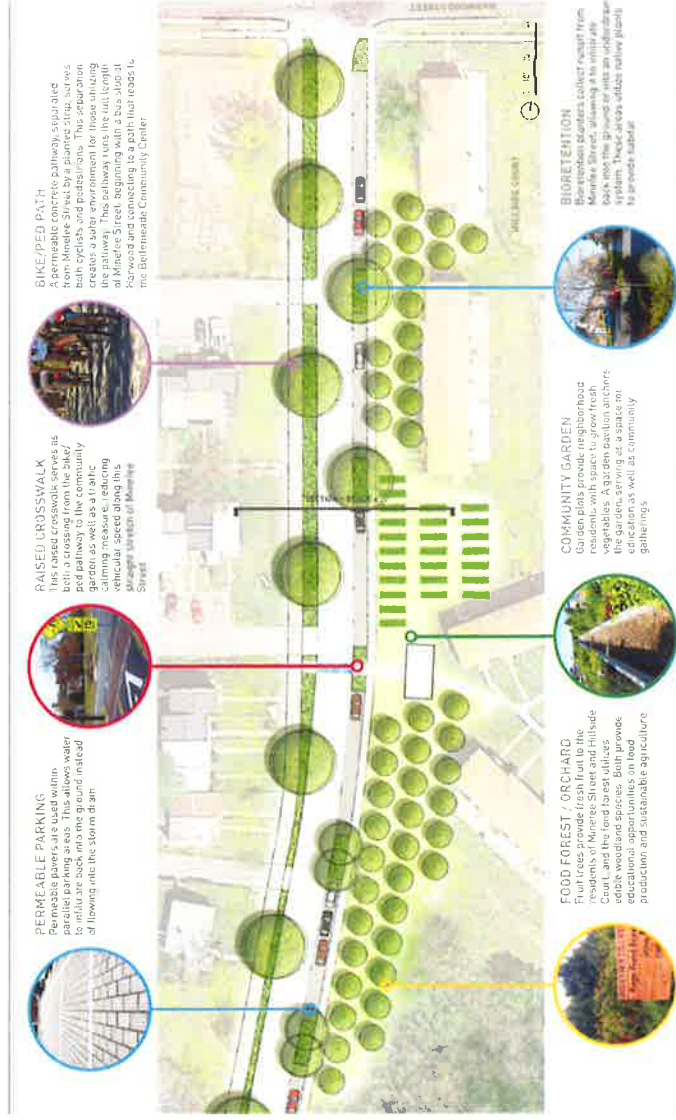


The Green Street Design Study builds on Walkable Watershed goals and identifies specific strategies for one of the proposed green streets.



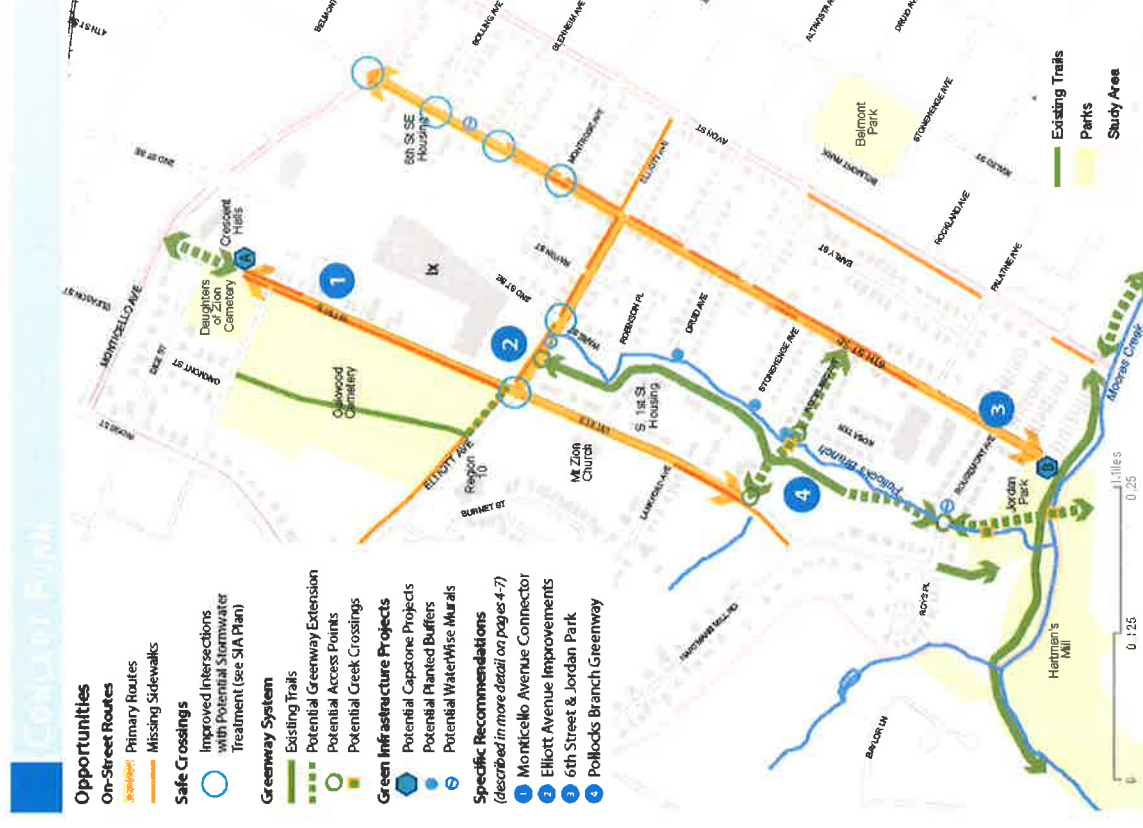
STAKEHOLDER ENGAGEMENT

Workshop facilitated with JPL, Grandview High School, and local residents to identify opportunities for integration of community education, and to incorporate improvements along the Market corridor. Community and residents were directed into a workshop to discuss the green corridor that connects with the green corridor in the Downtown Neighborhood.



Charlotteville

- Connecting the neighborhood to Pollocks Branch, Moores Creek and the surrounding natural areas/parks
- Providing safe passage and routes for pedestrians and cyclists
- Cleaning stormwater runoff using green infrastructure before it enters the creeks
- Engaging and educating residents.





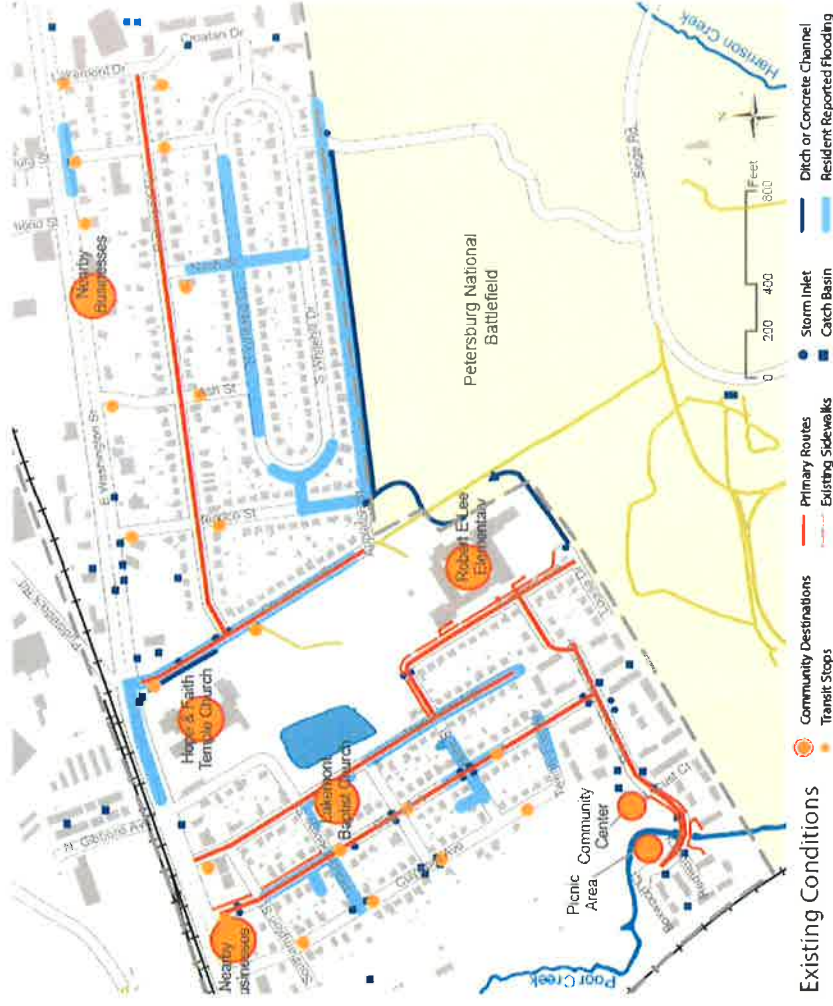
Integrating stormwater improvements and walkability with:

- Safe Routes to School program
- Neighborhood park improvements



Petersburg

- Streets that often flood are also major routes in the community.
- Lack of connection to open space and trails through National Battlefield.





Next Steps

- Meeting with representatives from all Port Towns
 - Introduce the rest of the project team
 - More thorough overview of the Walkable Watershed concept & process
 - Learn more about community issues/needs
 - Discuss what will be needed from the Port Towns
- NFWF Small Watershed Grant proposal
 - Should open in February, awards announce in spring
 - In 2021, range was \$50K - \$500K with a 1/3 match requirement (\$170K)
 - We will need match from the Port Towns



Maryland General Assembly Legislative Bond Initiative Request Form**Sponsor Information**Sponsor Name (*Senator or Delegate*): Sen. Malcolm Augustine

Sponsor Email: Malcolm.Augustine@senate.state.md.us

Co-Sponsor (3 max)Co-Sponsor Name (*Senator or Delegate*):

Co-Sponsor Email:

Cross File Sponsor Name (*Senator or Delegate*): Del. Diana Fennell

Cross File Sponsor Email: Diana.Fennell@house.state.md.us

Project Information

Project Name: Bladensburg Municipal Center

Amount Requested: 1,000,000

Project County Location:

Legal Name of Recipient: Town of Bladensburg

(If a corporation, please give name exactly as it appears in the Articles of Incorporation as registered with the State Department of Assessments and Taxation)

Legal Status of Recipient: Local Government

(e.g., corporation, local government)

If the recipient is a non-governmental entity, is it governed by: _____

If other, please explain: _____

Address of Project and Recipient *(If project and recipient have different address, include both)*4229 Edmonston Rd
Bladensburg, MD 20710

Briefly describe the purpose and reason for the project:

To provide adequate resident services, partnering with the State for COVID vaccinations, food distribution, and training on access to state programs, as well as 24/7 Police, Dispatch, and critical public services, the Town must replace its cramped 1950 building with a new Municipal Center.

Does the project or recipient have any religious affiliation or involvement? NO ☐

Please list the year of any previous bond bills or initiatives:

1997 (Bostwick House Acquisition)

Project Contact Information

Name: Bob McGrory

Address: 4229 Edmonston Rd., Bladensburg, MD 20710

Phone Number: 301-927-7048

Email: Admin@BladensburgMD.gov

State of Maryland

2022 Bond Initiative Fact Sheet

1. Name of Project		
Bladensburg Municipal Center		
2. Senate Bill Sponsors		3. House Bill Sponsors
Augustine		Fennell
4. Jurisdiction (county or Baltimore City)		5. Requested Amount
Prince George's County		\$1,000,000.00
6. Purpose of Bill		
the acquisition, planning, design, construction, repair, renovation, reconstruction, site improvement, and capital equipping of the Bladensburg Municipal Center		
7. Matching Fund		
Requirements:	Type:	
Grant		
8. Special Provisions		
<input type="checkbox"/> Historical Easement <input checked="" type="checkbox"/> Non-Sectarian		
9. Contact Name and Title	Contact Phone	Email Address
Sen. Malcolm Augustine		Malcolm.Augustine@senate.state.md.us
Bob McGrory	301-927-7048	Admin@BladensburgMD.gov
10. Description and Purpose of Grantee Organization (Limit length to 880 characters)		

11. Description and Purpose of Project (Limit length to 980 characters)

Round all amounts to the nearest \$1,000. The totals in Items 12 (Estimated Capital Costs) and 13 (Proposed Funding Sources) must match. The proposed funding sources must not include the value of real property unless an equivalent value is shown under Estimated Capital Costs.

12. Estimated Capital Costs

Acquisition	
Design	
Construction	
Equipment	
Total	

13. Proposed Funding Sources (list all funding sources and amounts)

Source	Amount

Total	

14. Project Schedule (Enter a date or one of the following in each box: N/A, TBD, or Complete)

Begin Design	Complete Design	Begin Construction	Complete Construction

15. Total Private Funds and Pledges Raised**16. Current Number of People Served Annually at Project Site****17. Number of People to be Served Annually After the Project is Complete**

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18. Other State Capital Grants to Recipients in Past 15 Years

Legislative Session	Amount	Purpose

19. Legal Name and Address of Grantee**Project Address (if different)**

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20. Legislative District in Which Project is Located**21. Legal Status of Grantee** (Please check one)

Local Govt.	For Profit	Non Profit	Federal
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

22. Grantee Legal Representative**23. If Match Includes Real Property:**

Name:		Has an Appraisal Been Done?	Yes/No
Phone:			

Address:	If Yes, List Appraisal Dates and Values	

24. Impact of Project on Staffing and Operating Cost at Project Site			
Current # of Employees	Projected # of Employees	Current Operating Budget	Projected Operating Budget

25. Ownership of Property (info requested by Treasurer's Office for bond issuance purposes)			
A. Will the grantee <u>own</u> or <u>lease</u> (pick one) the property to be improved?	▼		
B. If owned, does the grantee plan to sell within 15 years?	▼		
C. Does the grantee intend to lease any portion of the property to others?	▼		
D. If the property is owned by grantee and any space is to be leased, provide the following:			
Lessee	Terms of Lease	Cost Covered by Lease	Square Footage Leased
E. If property is leased by grantee, provide the following:			

Name of Leaser	Length of Lease	Options to Renew
26. Building Square Footage		
Current Space GSF		
Space to Be Renovated GSF		
New GSF		
27. Year of Construction of Any Structures Proposed for Renovation, Restoration, or Conversion.		

28. Comments (limit length to visible area)

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A New Municipal Center for Bladensburg

The Town of Bladensburg's 70-year-old Town Hall and Police Station are overdue for replacement.

Why is this important for Maryland? Bladensburg is a gateway to Maryland from Washington, DC, and has a historic role as a cultural, economic, and transportation crossroads. A reconstructed Town Hall in Bladensburg provides **significant regional benefits beyond its diverse community**:

- Co-hosting with the **State of Maryland for COVID-19** Vaccination & distributing test kits & food.
- Partnering as a **new training site for educating residents about various state programs**: employment, workforce development, healthcare, social services, and senior/youth services.
- Modernizing police and emergency dispatch services (presently operating 24/7 in antiquated, cramped, and dispersed facilities), to help **reduce crime throughout the area**.
- Expanding its presence as a **Regional Cultural Center** – continuing to host the Mexican Ambassador at its Cinco de Mayo, and building on National Night Out & other multicultural events.
- Delivering **additional opportunities in the region** for recreation, education, technology, videoconferencing, and training, including specialized programs for youth and seniors.
- Providing a **multi-purpose Regional Emergency Operations Center** – will increase emergency response operations and responsiveness to the Port Towns, Gateway, & beyond
- Leading as a **Sustainable Maryland Certified community**: expanding renewable power generation to support **regional energy resilience** with green building technologies (LEED).

The benefits of consolidating municipal functions and services in this new building are significant:

- Currently, Town staff are scattered among three adjacent structures on one site and four additional satellite buildings, providing the following services:
 - Comprehensive 24-hour Police Services are presently in three locations: the 1950 Police Building augmented by a converted maintenance garage, a converted convenience store, and a modified 2-bedroom apartment, housing:
 - 24-hour emergency services dispatching
 - Patrol (Operations) Unit
 - Community Action Team
 - Criminal Investigations Division and Training operations
 - Code Enforcement of public safety, and property maintenance standards
 - Customer Service Center, Administration, & Finance
 - Multipurpose meeting room including legislative meetings (Mayor and Council)
 - Public Works Department, coordinating road, bridge, and park maintenance.

The diverse community of Bladensburg is 54% black and more than 40% Hispanic. Over the past decade, the Hispanic population has increased more than 55%, with a growing demand for bilingual local government services and staff. Youth under 18 comprise 29% of the community and more than 15% are senior citizens, many concentrated in senior-living complexes.

Bladensburg Town Hall has long been a focal point of community activities, along with the adjacent David C. Harrington Community Park. During the pandemic, the location has also served as a regional food distribution center and vaccine clinic site and now a location for test kit distribution.

With demands for new and expanded services, not only are current services cramped but plans to add grants management staff and Canine Police are funded but without workspace. In their eighth decade, the current facilities are simply not up to the demands of a 21st century local government building.

The Town of Bladensburg intends provide funding of \$2M. The Town is asking for \$2M in state support to fund the balance of this \$4M project and address this critical community need.

W.S.
V.O.

C.M.
V.O.
A.

TOWN OF BLADENSBURG NEW MUNICIPAL CENTER

A vision for the future



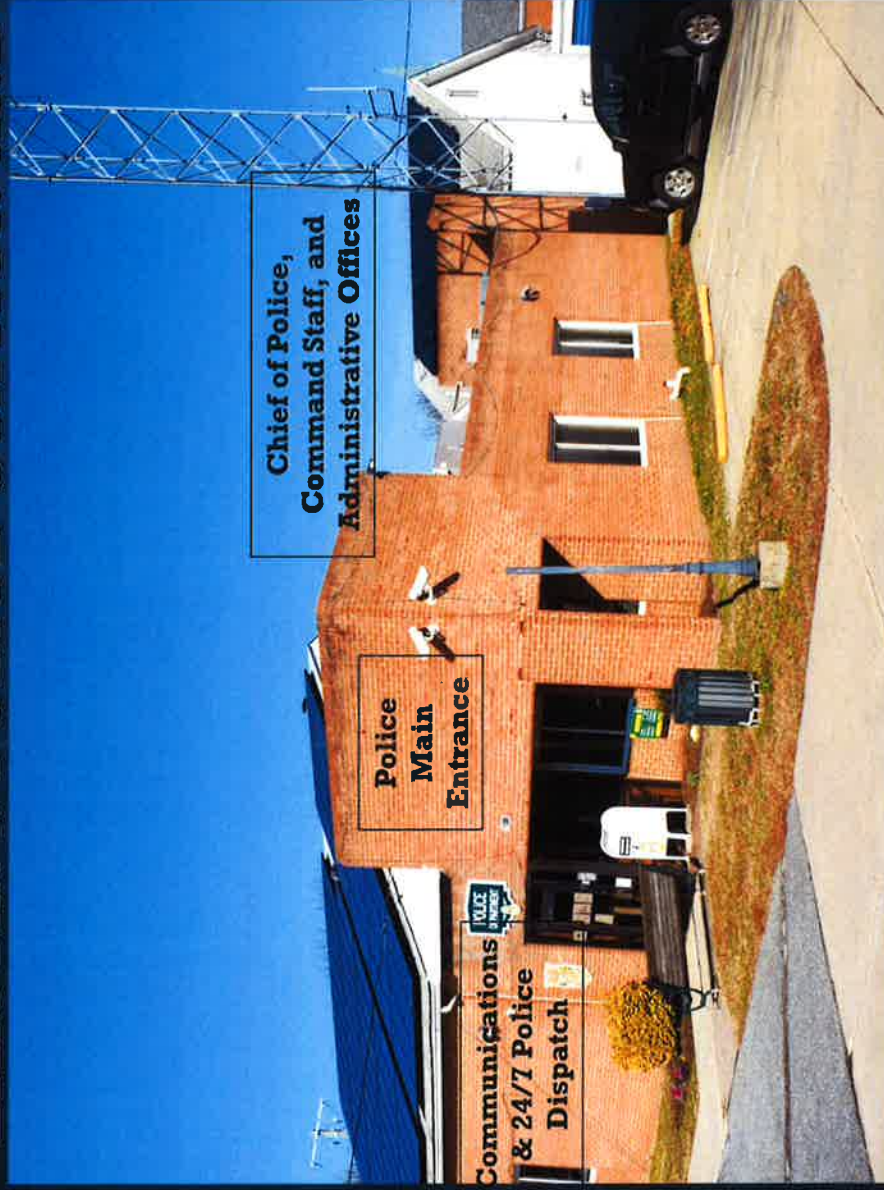
WHY IS REPLACING THIS 70-YEAR-OLD FACILITY IMPORTANT FOR MARYLAND?

- Continuing State Partnership: COVID vaccines & test distribution site
- Expanding access to State programs - New State Training Facility: employment, workforce development, healthcare, & social services
- Enhancing Bladensburg's presence as regional cultural center
- Growing programs/services in the area for youth and seniors
- Providing a multi-purpose Regional Emergency Operations Center
- Generating renewable power for regional energy resilience

CURRENT BLADENSBURG TOWN HALL



EXISTING POLICE STATION AND SUPPORT SERVICES



HOW DOES THE REGION BENEFIT?

- **Crime reduction:** by modernizing police and dispatch services which operate 24/7
- **Larger and more advanced facilities:** to enhance regional community programs and events
- **Operations improvements:** with additional space to accommodate an expanding Town workforce for improved service delivery

WHY IS NOW THE TIME?

- **Fully staffed leadership team** has extensive experience, including in managing capital & construction projects

NEW TOWN HALL: A MEETING PLACE FOR ALL



- Youth forum – 30% of pop. Under 18



- Police Explorers – Youth Diversion Program



- Annual holiday events & multicultural events



- GOVAX – Maryland National Guard Vaccination clinic in the fight against the COVID pandemic



- Pandemic food distribution

New Bladensburg Municipal Center - Concept Design



**THANK YOU FOR YOUR TIME
AND YOUR CONSIDERATION!**

QUESTIONS:

**CALL BOB MCGRORY, TOWN ADMINISTRATOR
301-927-7048**

**EMAIL - ADMIN@BLADENSBURGMD.GOV
CLERK@BLADENSBURGMD.GOV**

W.S.
V.A.

Cam
VII.
A.



THE NEWTOWN OF BLADENSBURG POLICE STATION CONCEPT PLAN

-
- **First Floor could house the following functions and staff:**
 - Main lobby area for public to speak with officers, make reports and obtain crime prevention and important announcements
 - Interview room for Criminal Investigations Division (CID)
 - Prisoner holding cells and Processing area –Secure prisoner intake garage (Officer safety)
 - Interview Room 1 will be off the main lobby will afford privacy for public to speak with officers
 - Emergency Communications Section and restrooms
 - Staff lounge and breakroom



SECOND FLOOR OPERATIONS AND STAFF

- Police Roll Call Room for Patrol
- Large Conference Room to host training for staff and allied law enforcement agencies
- Training Coordinator's Office
- Staff locker room and shower facilities
- Property and Evidence Storage Room
- Code Enforcement Staff
- Community Action Team
- Criminal Investigations Division
- Interview Room for CID – Equipped with recording capabilities for collecting statements



THIRD FLOOR STAFF AND OPERATION

- Office of the Chief
- Chief's Executive Assistant
- Emergency Communications Supervisor
- Deputy Chief of Police
- Criminal Investigator Commander
- Operations Commander
- Executive Conference Room/CompStat Briefing Room/Fusion Center
- Records Storage Area



NEWTOWN HALL FUNCTIONS AND STAFF CONCEPT PLAN

- **First Floor** could provide the following staff and administrative functions
- Receptionist
- Main Town Hall Room
- Town Clerk



SECOND FLOOR FUNCTIONS AND STAFF

- Treasurer
- Finance Clerk
- Council Conference Room
- Break/Lunch Room



THIRD FLOOR FUNCTIONS AND STAFF

- Council Chambers/Meeting Room
- Administrative Offices
- Smaller meeting spaces
- Human Resource Records Storage Area



TOWN OF BLADENSBURG
4229 Edmonston Road
Bladensburg, Maryland

ORDINANCE NO. 01-2022: FISCAL YEAR 2022 BUDGET AMENDMENT

AN ORDINANCE TO AMEND THE OPERATING BUDGET OF THE TOWN OF BLADENSBURG, MARYLAND FOR THE 2022 FISCAL YEAR (JULY 1, 2021 THROUGH JUNE 30, 2022).

WHEREAS, the Town Administrator of the Town of Bladensburg has made a request to the Mayor and Town Council to amend the FY 2022 Budget to reallocate funds as part of this Fiscal Year; and

WHEREAS, the Mayor and Town Council have determined that it is in the best interest of the Town of Bladensburg to grant the request of the Town Administrator; and

WHEREAS, the Mayor and Town Council of the Town of Bladensburg have determined that it is in the best interest of the Town to pass this as Budget Amendment Ordinance at the February 14, 2022 Town Council meeting.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the Mayor and Town Council of the Town of Bladensburg that the following amendments are made to the general operating budget for Fiscal Year 2022:

1. Increase Intergovernmental (Federal) Revenue by \$350,000.00 for ARPA (American Rescue Plan Act) funds.
2. Create a new Budget Expenditure Category for "ARPA (American Rescue Plan Act)", funded in the amount of \$350,000.00

Net budget impact: \$0

AND BE FURTHER ENACTED AND ORDAINED that upon passage this Ordinance shall be authenticated by the signature of the Mayor and Town Clerk and shall be recorded in a book kept for that purposes. In addition, this Ordinance shall be published by posting a certified copy of it in the Town Hall for ten (10) days following its adoption pursuant to Article II, Section 209 of the Charter of Town of Bladensburg, Maryland and will be effective the 14th day of February, 2022.

ATTEST:

By Order of the Mayor and Town Council

Richard Charnovich, Town Clerk

Takisha James, Mayor

First Reading: January 10, 2022
Second Reading: February 14, 2022
Adopted: February XX, 2022
Effective: February XX, 2022

W.S.
V.I.
C.

LARRY HOGAN
Governor

BOYD K. RUTHERFORD
Lieutenant Governor



DAVID R. BRINKLEY
Secretary

MARC L. NICOLE
Deputy Secretary

C.M.
X.
B.

WORKSHEET FOR MISCELLANEOUS CAPITAL PROJECTS

PLEASE FOLLOW THE INSTRUCTIONS INCLUDED AT THE END OF THIS TEMPLATE

Agency: Miscellaneous – Grant and Loan

Legal Name of Grant Recipient:	Town of Bladensburg
Project Title:	Bostwick House Restoration
Project County:	Prince George's County
Project Legislative District: #	District 47
Project Address:	3901 48 th Street, Bladensburg, MD
Longitude (in decimal degrees):	-76.93701
Latitude (in decimal degrees):	38.938241

Project Contact Information

Name:	Bob McGrory
Position:	Town Administrator
Address:	4229 Edmonston Road Bladensburg, MD 20710
Phone:	301-927-7048
Email:	Admin@bladensburgMD.gov

Head of Requesting Org. (official corresp.)

Name:	Mayor Takisha James
Position:	Mayor
Address:	4229 Edmonston Road Bladensburg, MD 20710
Phone:	301-927-7048
Email:	T.James@BladensburgMD.gov

1) Project Description:

Renovate historic Bostwick House (1746), its outbuildings and grounds, for public uses to include planning, design, construction, repair, renovation, reconstruction, site improvement, and capital equipping - allowing occupancy and adaptive re-use of this National Register historic property of state significance – to be able to serve ~10,000 visitors/year. Following 2011 earthquake damage, Preservation Maryland added this Georgian mansion to the “Endangered Maryland” list of threatened historic properties. A comprehensive conditions survey will guide the sequence of

these Phase II sub-projects including: roof replacement, masonry repair, entryway repair/replacement, porch stabilization, stormwater management, plumbing and electrical hazard mitigation and remediation, and ADA-compliant improvements.

2) Estimated Project Cost and Funding Schedule - \$ in '000s *Note: Double click the table to edit.*

Acquisition							0
Planning	23	50	15				88
Construction*	311	590	160	50			1111
Equipment		10					10
Other							0
Total **	\$334	\$650	\$175	\$50	\$0	\$0	\$1,209
Sources							
State Funds	264	500	0	0	0	0	764
Non-State Funds	70	150	175	50			445
Total **	\$334	\$650	\$175	\$50	\$0	\$0	\$1,209

*Projects including demolition must include those funds as construction.

**Total rows must match, otherwise "ERROR" will display

3) Estimated Spending Schedule (cash flow) - \$ in '000s *Note: Double click the table to edit.*

	Prior Spending** (for this project)	Remainder of FY 2022	FY 2023	FY 2024+	Total
Spending*	\$258	\$76	\$650	\$225	\$1,209
Sources					
State Funds	188	76	500	0	764
Non-State Funds	70		150	225	445
Total *	\$258	\$76	\$650	\$225	\$1,209

*Spending and Total amounts for each column must match, otherwise "Error" will display.

**Prior Spending refers to actual spending. All other years should be projected spending.

When completing tables below, please add rows as necessary.

4a) Non-State Funds - \$ in '000s

Source	Amount (\$)	Amount expended prior to June 1, 2022	Check (x) as many columns as apply.		
			Other Maryland State funds, property, or assets	In-kind contributions	Real property
Town of Bladensburg	335	10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aman Memorial Trust	53	3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MNCPPC	47	47			
Prince George's Heritage	10	10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total*	445				

*Total amount of Non-State Funds in this table (4a) **must equal** the total of Non-State Funds in tables #2

and #3 above.

4b) Will FY 2023 State funding be used to reimburse non-State funds expended between June 1, 2020 and May 31, 2022? ☐ Yes (If yes, please explain) ☒ No

5) Prior Authorizations, Encumbrances, and Expenditures of State Funds - \$ in '000s
(for this project, if applicable)

Year Authorized	Amount Authorized (\$)*	Date of BPW Match Cert. (if applicable)	Amount of Auth. Encumbered by Grantee (\$)	Amount of Auth. Expended by Grantee (\$)
2020 est.	76		(MHT) 76	0
2019 est.	88		(MHAA) 88	88
2005/2012	100	2016	(Capital Budget) 100	100

*Total of Amount Authorized from this table must equal the Prior Authorizations - State Funds amount in table #2.

6) Source of Estimated Project Cost:

Project costs were derived from architect's estimates by Cawood Architecture PLLC. Additional information was derived from the Bostwick Adaptive Reuse Project Report by the Neighborhood Design Center, including input from the Bostwick Stakeholders Group, leaders of the Aman Memorial Trust, the University of Maryland Historic Preservation Program, and volunteers of Brennan and Co., Architects and Conroy Landscape, among others.

7) Project Justification and Scope of Work (Whenever possible, include quantities or statistics):

See attachment.

8) Project Detail:

Net square feet: 7,225 (5,015 main structure plus outbuildings)
Gross square feet: 8,500 (5,900 main structure plus outbuildings)
Capacity: 325 (event capacity; indoors); 1,000+ including tented use of grounds

9) Project Status:

Phase	Date/# of months	Check One (X)	
		Estimated	Actual
Architect/Engineer Selection Award on (06/02/22):	06/02/22	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Construction Bid Award on (09/15/22):	09/15/22	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Design Period Start (07/05/22):	07/05/22	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Design Period Length (# months):	2-3	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Construction Period Start (10/15/22):	10/15/22	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Construction Period Length (# of months):	7	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Instructions for Completing Worksheet

Legal Name of Potential Grant Recipient

The legal name listed in this section should be the legal name under which your organization is registered with the State of Maryland or other jurisdiction. Thus, if your organization is registered as The Learning Alcove, Inc. but it uses the name The Learning Nook in publications and other materials, the name that should be listed in this section should be The Learning Alcove, Inc. The name listed here is the entity that will be listed in the Maryland Consolidated Capital Budget Law if your organization receives funds. The failure to list the correct legal entity may complicate or preclude your organization's receipt of funds.

If your organization is registered in a jurisdiction other than Maryland, please also list the jurisdiction in which it is registered.

Legislative District

You can find the project's legislative district by using the project's address at <http://mdelect.net/>. This should be the district in which the project is located, not the district in which the organization is located.

Longitude and Latitude

DBM requests that agencies provide the longitude and latitude (in decimal degrees) of each project. This is easily done by accessing the Growth and Conservation Criteria (GCC) Interactive Map which provides the longitude and latitude of a project in decimal degrees. Please follow these instructions:

Open the GCC Map (<https://planning.maryland.gov/Pages/OurProducts/iMaps.aspx>) in your web browser. Click on the purple "Growth and Conservation Overlays" icon in order to access the map. Type the project's address in the white address box in the top right corner of the map and hit enter. The map should zoom to the project location. Click on the Measure button at the top of the map and, once the Measure pop up box has opened, click on the third icon from the left. Click on your project's location in the map and the longitude and latitude of the project will appear in the Measure pop up box next to the green location marker. Copy and paste the longitude and latitude into the appropriate spaces in the template.

1) Project Description

The description should be a concise synopsis of the project in approximately 100 words or less (one paragraph). The first sentence should begin with a verb which indicates the specific capital activity that the grantee will undertake with the funds (e.g. acquire, design, construct or equip). Should the proposed project include separate phases for the use of state and non-state funds, this section should include a description of the planned use of both the state and non-state funds. For instance, if your organization has already renovated one wing of a building with its own funds and proposes to use state funds to renovate another wing, then your description should include both phases of the project. *This section should not include a description of your organization or its history.*

Additional descriptive information that highlights issues related to the project should also be provided, such as:

- List all activities that apply to the project: acquisition, planning, construction (indicate whether construction includes demolition), and capital equipping.
- If the project is phased, note the number of phases and the phase to be funded with this request. A description of the phases should then be provided in the "Project Justification and Scope of Work."
- The existing facility problems that the capital funding is intended to solve.
- A description of how completion of the capital project will improve the grantee's delivery of services.
- The number of clients who need to be served.
- The number of clients currently served.
- The number of clients who will be served upon completion of the project.

2) Estimated Project Cost and Funding Schedule:

This section shows planned funding for the project, broken down by both Uses and Sources. Uses refers to the phases of the project, while Sources can be either State or Non-State funds. This table should reflect the entire cost of the project by phase and fiscal year. This table should NOT take into account funding you anticipate the State will provide in the future. Your assigned DBM analyst has already completed the State Funds line based on the FY 2023 - 2027 Governor's Capital Improvement Program. Please complete the remainder of the table.

3) Estimated Spending Schedule (cash flow)

This section shows the cash flow for the project. In the Spending row, for Prior Spending, enter actual expenditures for the project thus far (all sources combined). For all other fiscal year columns, enter projected spending. In the Sources rows, enter the spending actuals and projections by source. Please assume available State funding will be equal to that shown in 2) above.

4) Non-State Funds

State capital grant funding generally provides less than 100 percent of a project's cost. To the extent that other funds will be provided for this project, please indicate the source and amount of those funds in the Non-State Funds chart. Please be sure to list different fund sources separately, i.e. federal funds, donations, real property, etc. If all non-State funds have not yet been raised, please include "Future fund raising" as a source.

In some (but not all) cases, non-State, or matching, funds are required as a legal condition of the State capital grant. In the event an authorization requires a match, the State of Maryland requires the State funds to be met with matching funds that have not been expended more than two years prior to the effective date of the relevant MCCBL (generally June 1 of the year in which the MCCBL is passed). If a portion of non-State funds were or will be expended prior to the effective date of the relevant MCCBL, then list that amount in the "Amount expended prior to..." column.

Generally, matching fund requirements cannot be satisfied with the following assets: 1) Maryland State funds, property, or assets; 2) in-kind contributions (personal property of value like art or jewelry); or 3) real property (the value of land or buildings). However, if your organization believes the use of such assets is justified, include them as separate line items and place an X in the relevant column on the right.

5) Prior Authorizations, Encumbrances, and Expenditures of State Funds

This section applies to those projects that have received prior appropriations from the State of Maryland. All of the information in this table refers to **State funds only**. Please note, this section only applies if your organization has received prior-year funds for **the same project** for which you are currently requesting funds. If your organization has received funds from the State for different projects, those authorizations should not be noted here.

- The "**Year Authorized**" should be the year in which the funds were authorized in the MCCBL. For instance, if your organization was authorized funds in the 2020 MCCBL (FY 2021), then the year would be 2020.
- The "**Amount Authorized**" column should contain the amount of State funding your organization was authorized to receive in the indicated authorization year. For instance, if your organization was authorized \$500,000 in the 2020 MCCBL (FY 2021), then the authorized column should be \$500,000.
- The "**Date of BPW Match Cert.**" column should be the date on which the Board of Public Works certified that your organization has encumbered or expended the full amount of matching funds required to receive the authorized State funds. This only applies to authorizations for which there is a matching requirement.
- The "**Amount of Auth. Encumbered by Grantee**" column refers to the amount of State funding your organization has signed a contract or other agreement to spend. If the total amount of the contract is more than the total amount of State funding authorized, ONLY include the State portion of the contract in this section. For instance, if the contract is \$1,000,000 but only \$500,000 in State funding was authorized, the amount encumbered would be \$500,000.
- The "**Amount of Auth. Expended by Grantee**" column is the amount of money out of the authorization that has been spent. This column is different from the encumbered column because it captures the amount of money that your organization has actually paid. Thus, if your organization entered a contract to spend all of the \$500,000 authorization, but the contract called for only \$200,000 to be paid upfront and that is the amount that has been spent, then the expended column should be \$200,000.

6) Source of Estimated Project Cost

Provide the source of the most recent project cost estimate, for example the name of a consultant that was used to develop the estimate, the lowest bid response, or the Construction Manager if the project is already under contract.

7) Project Justification and Scope of Work

The Project Justification and Scope of Work section is your organization's opportunity to explain 1) the scope of the proposed project and 2) justification for the project – why the project should be funded and is a benefit to the citizens of Maryland. The comments should make the most persuasive and concise case possible because they will be used to make decisions about whether to fund your proposed project, given the State's limited funds. Additional information should be provided about your organization: who it serves, how many it serves, and whether it primarily does business in Maryland.

In developing these supporting comments for the proposed project, three issues should be addressed. They are: 1) Description of the facility problem(s), 2) Consequences of the facility problem(s) on service delivery, and 3) Outcomes.

Whenever possible, you should include quantities or statistics. For example, if insufficient space is the facility problem, then quantify the shortfall, being sure to cite the space standards used to arrive at the determination. Service/operations problems should also be measured using data. Cite the number of patients turned away and how many more could be accommodated. Measurement of outcomes is particularly important because it indicates the degree to which the project's services are meeting the customer's needs.

Facility Problem(s). There are generally three types of facility problems that could characterize a project: insufficient space, functional inadequacy of existing space, and obsolescence or deficiencies in existing space. One or more of the facility problems could be involved in a project.

- "Insufficient space" means that more space is needed for a function than is currently available. This may occur because standards require more space or an increase in users has resulted in overcrowding in the existing space. For example, an increase of patients at a health facility may result in the need for more clinical space.
- The "functional inadequacy of space" means that the physical characteristics of the existing space must be changed so that it can be more effectively utilized for the designated purpose. For example, using space for clinical examinations that was previously used for radiological services would have to be changed for the more effective delivery of the clinical services.
- "Obsolescent/deficient space" means that the space is out-dated or is defective in some way. Examples include leaking roofs, buildings not in compliance with codes, and HVAC systems with inadequate capacity.

Consequences on Operations/Service Delivery. After describing the facility problem(s), state its consequences on the operations within the building and the delivery of services from the building. For example, did the lack of sufficient space cause the health facility to turn away patients? Did the use of radiological space result in sending patients off-site for x-rays? Did the leaking roof result in damage to fixed medical equipment?

Outcomes. It is also important to discuss the "outcome" that is expected to occur as a result of an effectively delivered service. An "outcome" means the desired improvement in the condition or situation of the customers that arises from use of the organization's services. For example, increased clinical space would permit more patients to be seen before a medical problem required patient hospitalization. Provision of this information should also indicate if the project's intended "outcomes" will have a statewide benefit.

8) Project Detail

Net Square Feet (NSF), also NASF for Net Assignable Square Feet is the sum of all floor areas of a building allotted to an occupant or to be used by an occupant. NSF is measured from inner faces of walls.

Gross Square Feet (GSF) is the measurement of space from outside wall to outside wall on each level of the building. It may be helpful to think of this as the "footprint" of each level of the building.

The difference between GSF and NSF is non-assignable area. It typically includes custodial space such as a janitor's closet, circulation space such as corridors, mechanical space such as mechanical rooms, and construction space such as areas occupied by wall thicknesses.

Capacity should provide a number that is relevant to the purpose of the new or renovated structure. For instance, a concert hall might hold 5,000 people or a library might be designed to store 10,000 volumes.

9) Project Status

The information we are looking for here is indicated in the "Phase" column and may be either a date or a number of months. Provide the date or number of months in the "Date/mos." column, then indicate with an X if the information is an estimate or an actual amount.

W
V
C.

C
M
X.
B

Bostwick House Restoration FY2023 Capital Budget Proposal - Appendix 1:

Question 7 Responses:

Project Justification and Scope of Work

Bostwick is a 275 year-old Georgian mansion in Bladensburg with a rich history but in poor condition. The publicly-owned property, and succeeding generations who might be able to enjoy it if it is preserved, would benefit significantly from funding in the FY 2023 Capital Budget.

The scope of the Bostwick House Restoration project, Phase II, is to renovate the existing deteriorating mansion and improve the poor condition of the outbuildings and grounds for public use. Specific needed sub-tasks (of Task A) in Phase II include: roof replacement (guest house) and roof repairs on other buildings, extensive masonry repair, entryway (window, door, frame) repair/replacement, porch stabilization, stormwater management, plumbing and electrical hazard mitigation and remediation, and ADA-compliant improvements. In addition, project management, planning, architectural, and other expert services will be required to ensure that the construction is completed timely and in compliance with historic and other easements in collaboration with the Maryland Historical Trust.

Beyond these critical stabilization and accessibility measures, a project manager (Task C) and Technical Advisory Panel will manage a more comprehensive adaptive reuse planning process (Task B), including the feasibility of preliminarily proposed public use(s) as previously identified through the 2021 stakeholder process. This will lead to a Program of Requirements and preparation of site engineering, design and construction documents tied to the proposed reuse(s), a new project to be developed in the future. Additional components of Phase II will be interior finishing (Task D) of the structure(s) to make them suitable for public use, which will also entail modest investments in equipment (Task E).

This proposed Phase II project is important to the State of Maryland as a follow-on investment in the restoration of the historic property, with Phase I having been supported in part by a \$100,000 2005 Capital Budget allocation for critical site stabilization. Other state agencies (MHT, MHAA) and non-state sources (M-NCPPC, Town, private non-profits) have subsequently contributed to the restoration effort. Although not explicitly a component of this multi-phase renovation project, a 1997 State Bond bill for \$350,000 partially funded the initial (and steeply discounted) public purchase of the property. All of these investments facilitate the preservation and restoration of the property and the application of historic easements to share Bostwick's rich and unique history with future generations.

Other indicators of Maryland significance include its listing on the Maryland Historic Trust (MHT) Inventory of Historic Places (#69-9), the [National Register of Historic Places](#), and Preservation Maryland's "[Endangered Maryland](#)" list of threatened historic properties. Additional brief details of the Maryland, local, and national historical significance are included at the bottom of this appendix.

Key Tasks of Bostwick Restoration Phase II (see Table 1: Fiscal Year 2023 Tasks..., below):

Task A. Capital Investment in Bostwick Preservation – Urgent and Important Priorities (details in Table 3, Restoration Cost Estimates..., below - \$530,000

The 18 sub-tasks identified as "Urgent" and "Important" will be the primary funded activity in Phase II. State Capital Funding will be focused on accomplishing these tasks, which are critical to the long-term stability and utility of Bostwick for a future public use.

Task B. Adaptive Reuse Planning - \$25,000

The Town intends to engage a capable and experienced facilitation firm (ULI, e.g.) to further develop specific adaptive re-use plans and facilitate a public process to determine optimal adaptive reuse(s) for Bostwick. Adaptive reuses identified in prior studies for consideration are: a public Events Venue (Weddings, e.g.), Job Skills Training Center (historical or green jobs, or others), African American History Hub, Colonial Tourism Center, Museum of the Office of the Secretary of the Navy, Urban Farm (vineyard, brewery, petting zoo), and Native Plant Nursery. A necessary pre-condition of an adaptive reuse program is to have architects and engineers experienced in preservation thoroughly examine the structures and identify the issues and costs to improve the property for an adaptive re-use. After one or more leading reuse(s) have been selected through this planning process, architects and engineers can be engaged to critically evaluate each identified use for feasibility and long-term financial sustainability.

Task C. Project Management - \$25,000

There is a critical need for a dedicated project manager to expedite resolving the challenges with Bostwick while there is still time. The Bostwick Stakeholders, the Town, and others believe that Bostwick needs a key champion rather than having the responsibility for managing the rehabilitation of this property subsumed into an existing role in the Town government. Contracting for an experience project manager will ensure funds are deployed promptly as permits are issued.

Task D. Interior Finishing - \$60,000

As the "urgent" and "important" sub-tasks from Task A are completed, additional investment needs to be readily available to convert these "triaged" spaces into useful publicly-accessible spaces. This process will be essential no matter what longer-term adaptive re-use(s) are selected through Task B. On an interim basis, the Town can immediately use these finished spaces to house municipal employees during the construction of its new municipal building. This process will also have the benefit of bringing the property to life, with staff activity every workday and public visits for municipal functions.

Task E. Equipment - \$10,000

In order to complete the transition from its current state to a viable use to meet modern public standards, additional investments will be needed in equipment, including but not limited to: renewable and efficient energy technologies, both generation and consumption; kitchen upgrades; information technology upgrades for bandwidth, wiring, hardware, and more. For example, heating, cooling, and ventilation systems remain functionally inadequate. Renovating these systems in a historically sensitive and energy efficient manner will enable the public to confidently use the space, knowing that the air circulation and filtration systems will meet their expectations for safety during and beyond the current pandemic.

Funding Sources (see Table 1: Fiscal Year 2023 Tasks - Expenditures and Revenues, below):

The Maryland Capital Budget will provide a key funding source for Phase II of the Bostwick Restoration, building on its prior leadership investments in this historic property and focused on the needs identified in Task A. The Town of Bladensburg will also continue its significant investments in the property, having a demonstrated record of expenditures not only for upkeep of the property on an annual basis, but for capital improvements in a historically sensitive manner, working with MHT and other technical experts in historic preservation. The Aman Memorial Trust has also provided a written commitment of \$50,000 to support these Phase II activities, consistent with its mission to preserve historic properties in Bladensburg.

Table 1: Fiscal Year 2023 Tasks - Expenditures and Revenues

FY 2023 Expenditures by Task	
A. Restoration Construction: (see Table 3 Task A Restoration Cost Estimates for urgent and important priorities). State funding will be focused on these tasks.	\$ 530,000
B. Adaptive Reuse Planning – engage a qualified facilitator to develop in-depth adaptive reuse plans through a public engagement process.	\$ 25,000
C. Project Management: Contracted project planning & management (\$100/hr x 250 hours)	\$ 25,000
D. Interior Finishing: bringing interior spaces into to code compliance for interim & permanent use (e.g. temporary office or meeting space, as appropriate; as detailed site evaluation and urgent/important reconstruction projects are completed; estimate 140 s.f. rehabilitated for use at \$500/s.f.; expense saving elsewhere will allow additional s.f. to be rehabilitated up to 5,000 s.f. plus outbuildings)	\$ 60,000
E. Equipment related to restoration for public use (e.g. renewable and efficient energy technologies, energy conservation measures, commercial kitchen; information technology wiring and hardware, etc.; for modern adaptive reuse)	\$ 10,000
	\$ 650,000
FY 2023 Revenue by Source	
Maryland Capital Budget (pending budget adoption; funding capital portions)	\$ 500,000
Town of Bladensburg (property owner; pending budget adoption)	\$ 100,000
Aman Memorial Trust (written commitment)	\$ 50,000
	\$ 650,000

Fiscal Years 2024 and beyond

The Town anticipates funding additional Phase II portions of the restoration in fiscal years 2024 and beyond. Funding from the Town would be \$175,000 in FY 2024 and \$50,000 in FY 2025. The Town anticipates expending these funds on continuing capital improvements for “interior finishing” each interior room/space as its structural and remedial issues are addressed (per Task A). This will continue to expand available and acceptable space for any public use. Interior painting will be completed last to prevent covering additional unidentified problems.

Exterior painting will be done as needed, and \$15,000 of the budgeted amount will be set aside for additional planning in FY 2024 if needed. As the adaptive reuse plan will be completed during FY2023, the Town should also anticipate additional capital budgeting (not projected here) for buildout of any additional structures or facilities required by the identified adaptive re-use(s).

Project Timeline –

Table 2: Bostwick Restoration Phase II, FY 2023

Phase II: Prepare bid specs for Architect; Project Manager	April - May 2022
Select Architect and Project Manager	June 2022
Develop and publicize bid specifications, renderings, and planning scope of work for construction, restoration, improvement, reuse planning sub-components.	July-August 2022
Award contracts for reconstruction, restoration, improvement, and adaptive reuse planning	September 2022
Construction, reconstruction, improvement, and planning projects proceed	October 2021 - April 2023
Phase II Project closeout - vendors paid	May – June 2023

Project Capacity:

Bostwick has an extensive group of interested parties and stakeholders (listed in part at the end of this appendix) who have helped manage and perform the work completed so far in the restoring the property, as well as framing extant planning for the future of the site. . In any of the adaptive re-use scenarios, there is a significant need to restore, repair, and upgrade the facilities to make them attractive to the public and usable for any of the proposed end uses. The Bostwick Restoration Project Phase II involves components that can be completed in parallel: Tasks A through E, including key restoration of the physical structures (architects and engineers, MHT reviews, and construction/reconstruction) can be done at the same time.

One of the missions of the Town is a commitment to the highest level of care for its natural and historic resources. The Town recognizes that to maintain and preserve historic properties, a concerted effort is required. The Town also recognizes that the preservation treatment of historic buildings often involves complex and unknown conditions that may make the repair and preservation of these structures difficult to accomplish. These conditions provide the opportunity and the need for joint cooperative programs for the Town to work with other organizations in the community that have successful experience and commitment, to assist in the preservation and adaptive re-use of the Town's historic properties.

The Town of Bladensburg has several formal collaborations regarding Bostwick:

- Memorandum of Understanding with the University of Maryland
- Memorandum of Agreement with the Anacostia Watershed Society (AWS)
- Memorandum of Understanding with Aman Memorial Trust (2016; update under review)

Why Now:

The owner and grantee of this funding is the Town of Bladensburg, a local government that directly serves nearly 10,000 residents of Maryland. Bladensburg is a regional economic and transportation hub along the Route 450 and Route 201 corridors, drawing activity into the state due to its proximity to the District of Columbia border. Restoration and adaptive reuse of Bostwick has the potential to draw 10,000 or more visitors to Bladensburg to explore its rich history and beautiful setting under many of the future adaptive reuse scenarios described in Task B.

Without substantial investment by the state and renewed effort to save Bostwick, the consequences are dire for this needy historical treasure. Without a critical leadership investment from the State and supporting funding from the Town, the current situation will continue to deteriorate. However, upon the completion of the initial restoration project, the facility can again serve as a locus of community activity.

Given that much of the square footage in the property has structural deficiencies (see Table 3 Task A Restoration Cost Estimates (Urgent and Important), below), there is presently insufficient usable space for virtually any activity. In addition to those imminent hazards to the structural integrity of the historic home, as identified, the project also leverages additional fortuitous timing. The Bostwick Adaptive Reuse Report (2021) was recently released, providing a preliminary vision and path forward in planning for long-term publicly accessible adaptive reuse of the property. But any adaptive reuse requires addressing the structural issues to be resolved during Phase II.

Another timely opportunity is that the Town has a temporary need in the immediate future for additional office and storage space, following the planned demolition of Bladensburg's 70-year-old Town Hall and Police Station and during the construction of a new Municipal Center. By facilitating renovation of Bostwick now, the Town, with State Capital Budget support, can demonstrate proof of concept for possible adaptive reuses, including as office space and public meeting space, after demolition of the current Town offices and during the construction of its new Municipal Center. By temporarily "staffing" the historic Bostwick House in the interim, the Town can welcome local and regional residents to the property every workday. Even state agency representatives will have a reason to visit Bostwick to conduct Town business.

Task A Details: Restoration Cost Estimates (Urgent and Important Priorities):

Architect Will Cawood, who completed a draft assessment and initial cost estimates for the Phase II work, well-characterized the recent stewardship of the property: "Throughout these projects the focus has been to retain as much of the historic fabric of Bostwick House as possible, while at the same time building responsibly so that the house regains long-term structural integrity." With those goals in mind, Cawood reviewed the property and identified key needs. This submittal includes only sub-projects from Phase II listed as either "urgent" or "important", and uses the higher end of the range of cost estimates provided, given current inflationary pressures, public procurement requirements, the lack of itemizing separate contingency funding, and the architect's indication that "further review will likely find other work that is required", as has previously been the case.

Table 3. Task A Restoration Cost Estimates (Urgent and Important Priorities):

N o.	Sub-Tasks	Description	Location	Priority	Concern	High Range of architect cost estimate
1	Condition survey	Detailed analysis and report by building professionals, additional restoration schedules for both the Main House and outbuildings during the project	Whole House	Urgent	Identification and prioritization of tasks and goals	\$65,000
2	Paint exterior brick-work and eave trim-work	Paint analysis and approval from Easement Committee. Paint removal and prep work, including brick pointing up. New masonry paint.	Exterior	Important	Stabilization	\$90,000
3	Repair and Replace Roof at Guest House	Remove existing failed roof, replace sheathing/trim as required New shingle roofing, flashing, and guttering.	Exterior	Urgent	Damage Prevention	\$40,000
4	Exterior door repair and opening stabilization	Replace several old doors-basement, kitchen, under front porch, and guest house. All in state of disrepair, allowing weather and vermin intrusion. Possible restoration of historic doors.	Exterior	Urgent	Damage prevention	\$15,000
5	Repair rear porch slab	Significant cracks and displacement of slab. Removal of existing slab, new compacted fill, new slab	Exterior	Urgent	Life Safety-tripping hazard	\$25,000

6	Replace damaged sidewalks and steps	Old sidewalks in poor shape, not ADA compliant. Old marble steps in rear in poor shape, but may need to be reused depending on Easement Committee.	Exterior	Important	Life Safety-tripping hazard	\$25,000
7	Masonry repair at kitchen foundations	Missing grout beyond minor pointing due to water erosion. Possible replacement of small amount of bricks.	Exterior	Urgent	Stabilization	\$10,000
8	Wood rot and damage repair at Main roof dormers	Minor repairs, paint removal and prep, and repainting.	Exterior	Important	Damage Prevention	\$22,000
9	Wood rot and damage repair at kitchen wing roof/dormers	Vermin and water intrusion and major rot. Significant repairs, paint removal and replacement.	Exterior	Urgent	Damage Prevention	\$18,000
10	Masonry repair at back second floor bedroom walls	Daylight visible at some exterior walls, and significant damage. Currently stable in unoccupied state.	Exterior/Interior	Urgent	Damage Prevention	\$35,000
11	Stormwater Management	Existing downspouts require underground routing to mitigate ponding and facilitate maintenance. Rework existing grade sloping	Exterior	Important	Damage Prevention	\$75,000

		toward house foundations. Will require archaeology review and Easement Committee approvals.				
12	Plumbing and electrical hazard mitigation	Identify immediate hazards and address as possible, including unsecured/frayed/damaged electrical lines and fixtures, and leaking/corroded/frozen plumbing lines and shutoffs. Additional minor repairs identified in Condition Survey.	Interior	Urgent	Damage Prevention	\$18,000
13	Plaster stabilization and repair 2nd floor	Ceiling and wall plaster repairs to prevent further damage. Front and rear bedroom by buttress.	Interior	Important	Stabilization	\$8,000.00
14	Plaster stabilization 1st floor.	Prepare report by historic plaster specialist about stabilization of existing decorative plasterwork. Stabilize and protect existing plasterwork pending restoration. Create teaching display of framing and plasterwork in wall. Repair work would need additional documentation and specialist plasterers	Interior	Important	Stabilization	\$22,000

15	Attic/2nd floor ceiling beam repair	Structural review, shoring, and repair/leveling of deflecting wall/beam between right side bedrooms. Plaster repair under separate line item.	Interior	Urgent	Stabilization	\$12,000
16	Repair interior stairs to basement	Basement stairs dangerous and failing, but other access points are possible. Repair and replacement, installation of safety railing	Interior	Important	Life Safety, but access is limited	\$13,000
17	Guest House Window Repair	Restoration of existing windows - fair shape.	Exterior/Interior	Important	Stabilization	\$6,500
18	Guest House Interior repairs	Repair water and vermin damage to interior of guest house. Repair and upgrading of space to create a resident curator program.	Interior	Important	Stabilization	\$30,000
						\$529,500

Background: on Bostwick, its history, and contributors to its preservation:

The Bostwick Adaptive Reuse Project Report (2021) describes the Bostwick property as follows: "Located above the Port of Bladensburg, the Bostwick House has been home to notable figures, and from its hillside location, has seen many significant events. The house was built in 1746 by Christopher Lowndes, prominent local merchant and participant in the Trans-Atlantic slave trade. Benjamin Stoddert, first Secretary of the Navy, and Lowndes' son-in-law resided at Bostwick. The house remained in private ownership until the late 20th century.

The primary residence is a brick and wood frame constructed Georgian mansion, situated atop a terraced lawn, overlooking what was once the banks of the Anacostia River. In addition to the main house, there is a two-story kitchen adjacent to the house and several other outbuildings: a two-story barn, a chicken coop and small shed. There are wetlands and a pond on the grounds and some of the area is used by local nonprofit the Anacostia Watershed Society to cultivate and store native plants."

Below are listed some of the many architects, engineers, planners, and other experts and volunteers who have contributed to current or prior components of the effort to preserve and restore Bostwick since it became publicly owned by the Town of Bladensburg, and whose efforts and words have significantly benefitted this property and this funding application:

The Town of Bladensburg, including present and former elected official, staff, and volunteers

Aman Memorial Trust: Jim Foster, Sam Parker, John Sowers, and others

The Neighborhood Design Center: Allie O'Neill et al

University of Maryland, School of Architecture, Planning, and Preservation: Prof. Don Linebaugh

Cawood Associates PLLC: Will Cawood

Neubauer Engineering

Ottery Group

John Milner Associates, Inc.

Rhodeside and Harwell

Elizabeth Lampl, Consulting project manager for historic buildings and museums

Encore Sustainable Architects, Ward Bucher

Quinn Evans Architects, Nakita Reed

Contributors to the Bostwick Adaptive Reuse Project Report (2021) include the 2021 Bostwick Stakeholders Group:

Mayor Takisha James

John Giannetti

Mike Arnold

Hon. John Giannetti, Jr.

Karem Baker

Dr. Judith Haughton

Meg Baco

Prof. Donald Linebaugh,

UMD

Debra Capponi

Rufus Lusk

Dick Charlton

Pat McAuley

Michael Clauser

Brendan Quinn

Erin Costelli

Sam Parker

Jordan Exantus

Judy Sojourner

Kirstin Falk

John Sower

Allie O'Neill and The

Neighborhood Design

Center, including its

volunteers:

Lili Munroff, Brennan and

Co Architects

Rob Brennan, Brennan

and Co Architects

Candace Maloney

Lesley Conroy, Conroy

Landscape

Elina Bravve



CM X. D.
CENTRAL KENILWORTH AVENUE REVITALIZATION
COMMUNITY DEVELOPMENT CORPORATION
6801 Kenilworth Avenue Suite 203
Riverdale Park, MD 20737
(240) 608-2527 Office
(240) 770-4938 Fax

February 10, 2022

Robert McGrory, Town Manager
Town of Bladensburg
4229 Edmonston Road
Bladensburg, Maryland 20710

Re: Urban Trees Grant Program

Dear Mr. McGrory:

Central Kenilworth Avenue Revitalization Community Development Corporation (known as CKAR CDC) requests permission from the Town of Bladensburg to work with you and/or your designee to increase tree canopy within the town under the Urban Trees Grant Program. For over four years, we have planted healthy trees and shrubs in unincorporated areas of Riverdale, the Towns of Edmonston, Bladensburg, Riverdale Park and Cheverly. All of these communities are older and have lost much of their original tree cover. This new tree planting program is part of a Request for Proposal from The Chesapeake Bay Trust under the Urban Tree Grant Program and will benefit the Town. We have worked for several years with the Chesapeake Bay Trust (CBT) and the Prince George's County Department of the Environment (DoE) to add more tree cover to our neighborhoods. We have planted many trees in your town at no cost to the property owner. In over four years and by the end of FY2022 CDC will have planted over 1,000 trees in the communities of Bladensburg, Edmonston, Town of Riverdale Park, East Riverdale, and Cheverly. – all at no cost to the towns or their citizenry. Our response to this opportunity is due March 3, 2022. The RFP limits our response to urban areas lacking adequate tree coverage, particularly communities where unemployment is high, immigrant communities, communities that have certain demographics such as high unemployment, housing challenges, etc. Bladensburg is eligible under this grant program. There may be as much as \$90 million available over three years through the State of Maryland for communities described by these demographics to improve health and wellness through tree cover. We have always utilized a reputable tree planting contractor. Mac & Sons Tree Service is county-based, with over twenty years of experience. We also partner with The Neighborhood Design Center to check Miss Utility. Their staff assists CKAR with design aspects of our projects, and they have staff arborists specializing in the "Right Tree, Right Place Program." They will choose suitable trees for each location. This initiative that includes maintenance will empower our communities to be more attractive places as our tree canopy spreads, with reduced stormwater run-off, less erosion, cuts in pollution and better water quality in our streams and rivers. We ask that you favorably consider our request. Thank you.

Sincerely,

Patricia Hayes-Parker
Executive Director

Transforming Our Community
*Better Lives * Better Communities * Better Businesses*

Website: www.ckarcdc.com Email: info@ckarcdc.com • [@CKARCDC](https://twitter.com/CKARCDC) [FACEBOOK.COM/CKARCDC20737](https://facebook.com/CKARCDC20737)

Town of Bladensburg
Public Works report for
January 2022



Submitted by
Purnell Hall

Public Works activities

During the month of January Public Works worked on the following activities:

1. As we all know the month of January has been a snowy month. Public Works did a great job during the 4 snow storms on January 3rd, 7th, 16th, and 28th.
2. Public Works also cleared snow from sidewalks throughout the Town to ensure the safety of the pedestrians.
3. Public Works assisted with picking up Covid-19 at-Home test kits from the Prince George's OEM warehouse.
4. Installed new rubber blades on two Public Works truck plows. We use rubber blades instead of metal, because they are more friendly to the asphalt. We try to avoid making pot holes with our plow trucks.
5. Public Works removed all Christmas decorations at the Town Hall and Gazebo.
6. Installed large tarp on the Bostwick guest apartment until the roof gets repaired.
7. Repaired exterior lights on the Public Works building.
8. Due to the heavy rain, Public Works replaced some ceiling tiles in the Town Hall.
9. Removed snow from in front of all stormwater inlets in Town, so as the snow thaws the water can drain properly.
10. As a friendly reminder, Public Works hand-delivered notices to residents that had mattresses out for bulk pick that were not covered with plastic.

Dump Runs

Tons

Brush	2.11
Building material	2.16
Condominium bulk pick up	2.70

Ground Maintenance:

The Public Works crew is committed to keeping the Town clean and beautiful and as a result we have picked up litter in the following areas of the Town.

- a. Annapolis Road Pedestrian Tunnel
- b. The Industrial Area
- c. The alley-way in between 55th Ave. and 56th Ave.

Meetings:

1. Senior staff meeting
2. SHA (MD 769 C) pedestrian improvement plan

Treasurer's Report

February 14, 2022 Mayor and Council Meeting

FY21 Financials through January of FY22 – Please see the attached financial statements through the first seven months of the fiscal year along with accompanying schedules. Key financial highlights are below:

Revenues: Revenues are still strong well as compared to budget with 80% of our revenues collected through January.

- Property Tax – The County collects the real estate taxes and remits the Town's portion monthly. The taxes are due at the end of December and only a small balance remains to be collected and remitted to the Town.
- Business Personal Property Tax – Revenues for this category continue to exceed expectations through this fiscal year. We will receive additional revenues for this year's assessments reported from the April 15th and June 15th business filing deadlines.
- Income and Other Tax – Revenues are under budget but expect these to increase with the April 15th and June 15 tax filing deadlines when withholding amounts collected by the State are remitted to the Town.
- Service Charges – This is largely under budget since this includes \$100,000 of budgeted revenues generated through automated traffic enforcement. This project has not yet started but we expect this to be in place by late Spring of 2022.
- Restricted Grants - \$168K is for the CDBG Grant to complete the 58th Avenue improvements and \$9K was for donations received for the Shop with a Cop Program and Community Action Team youth activities.
- ARPA Transfers – The Town received \$2.4M from the American Rescue Plan Act which is held in a separate fund to be used for identified and allowable expenditures under this Act. We transferred funds to offset the costs of our Covid test kits and N-95 masks for distribution in the community.
- Fund Balance Transfer – Expenses are budgeted to exceed revenues this fiscal year and this balances our budget. Since the Town is operating at a surplus, we have not had to use these funds.

Expenses through January – Expenses overall are below budget through January with some notable highlights below:

- Mayor and Council – Operating under budget since lines items such as professional development have not been utilized. This is usually spent at the end of the fiscal year for attendance to the Maryland Municipal League annual convention and attendance to National League of Cities events.
- Town Administrator – This is operating under budget since a few larger funded line items such as advertising and contractual services have had limited expenses through January. Transportation budget has not been expended since we paused the Port Towns bus service in the first quarter of this fiscal year.
- Town Clerk and Finance Departments – Operating just under budget through almost all categories.

- Public Safety – This is by far our largest department and is operating at budget through January for total expenses. Capital expenditures have exceeded budget since we used Seized Funds to purchase new firearms and to upgrade our Tasers.
- Public Works – Operating under budget since Public Works Director position is vacant but we are still actively recruiting.
- Grants – These represent \$49K of costs incurred this fiscal year for the 58th Ave project funded through CDBG, \$8K of costs associated with Shop with a Cop activity, and \$2K of unexpended grant funds returned to MD Historical Trust for the FY21 Census Grant.
- American Rescue Plan Act (ARPA) - \$17K of funds transferred in to offset expenditures for covid test kits and N95 masks for distribution.

Please see the individual department statements and budget summary attached for more detailed information.

Other financial Items:

Constant Yield Notification - The State Department of Assessments and Taxation (SDAT) will be sending the Town our constant yield tax notice by mid-February. This gives us our projected real estate tax revenues for the next fiscal year based on our current tax rate. Real estate taxes fund more than 60% of our operating budget and is a key component in the creation of our FY23 budget.

Upcoming Events – Trainings and conferences scheduled through the remainder of this fiscal year include Maryland Government Finance Officers Association Winter conference in February, and their Annual Conference in June. Also in June is the Maryland Municipal League's Summer conference which I have proposed to be a presenter for sessions on the Constant Yield Process and Business Personal Property Tax.

Please call or email myself or Jennifer Dodson jdodson@bladensburgmd.gov at any time if you have any questions or if the Finance Department can be of assistance. Thank you.

Vito Tinelli

Town Treasurer

vtinelli@bladensburgmd.gov

February 11, 2022

Town of Bladensburg Financial Summary

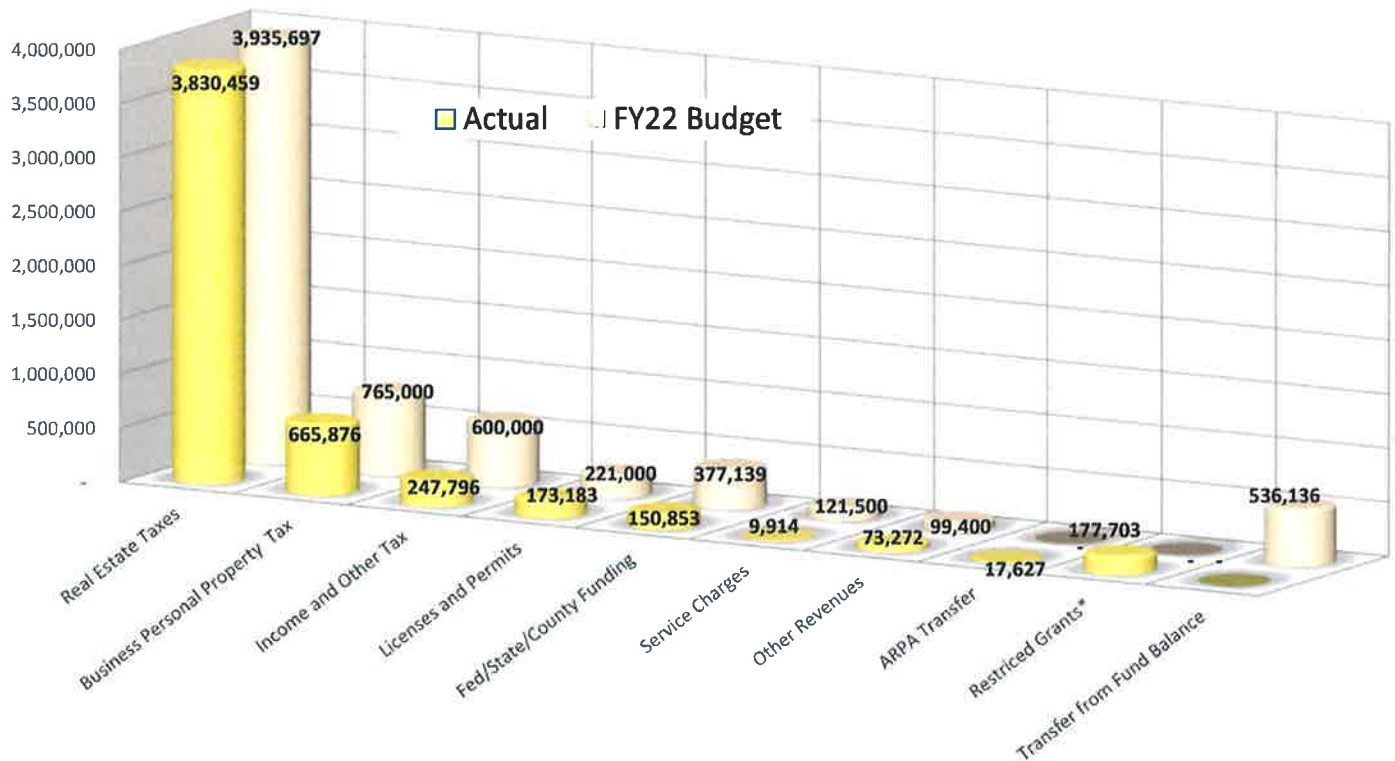
Jan-22

Financial Summary	Jan FY22 YTD	FY22 Budget	Variance	Last Fiscal Jan FY21 YTD	Change since last year
Revenues					
Property Tax	3,830,459	3,935,697	97%	3,651,562	5%
Personal Property Tax	665,876	765,000	87%	608,747	9%
Income and Other Tax	247,796	600,000	41%	238,085	4%
Licenses and Permits	173,183	221,000	78%	87,598	98%
Fed/State/County	150,853	377,139	40%	105,499	43%
Service Charges	9,914	121,500	8%	17,985	-45%
Other Revenues	73,272	99,400	74%	55,950	31%
Restricted Grants	177,703	-	0%	292,011	-39%
ARPA Transfers	17,627			-	
Fund Balance Transfer	-	536,136	0%	-	0%
Total Revenues	5,346,683	6,655,872	80%	5,057,437	6%
Expenses					
Operating Expenses	3,372,013	6,143,872	55%	2,875,995	17%
Debt Service	50,831	87,000	58%	40,083	27%
Grants	59,531	-	0%	161,373	-63%
ARPA Projects	17,627			-	
Capital Outlay	153,871	425,000	36%	127,401	21%
Total Expenses	3,653,873	6,655,872	55%	3,204,852	14%
Surplus / (Deficit)	1,692,810	-		1,852,585	-9%

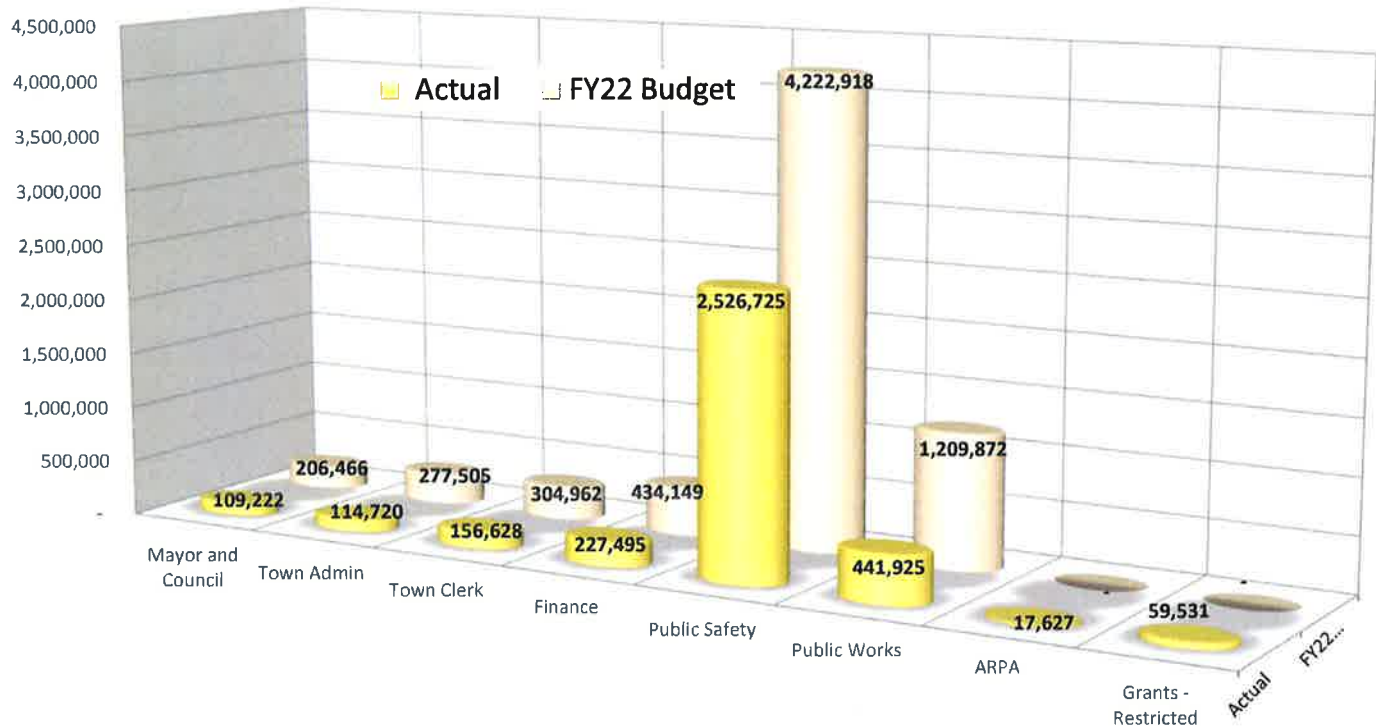
Financial Summary (by department)	Jan FY22 YTD	FY22 Budget	Variance	Last Fiscal Jan FY21 YTD	
Revenues	5,346,683	6,655,872	80%	5,057,437	6%
Expenses by Dept.					
Mayor and Council	109,222	206,466	53%	93,999	16%
Town Administrator	114,720	277,505	41%	74,318	54%
Town Clerk	156,628	304,962	51%	93,251	68%
Finance	227,495	434,149	52%	193,091	18%
Public Safety	2,526,725	4,222,918	60%	2,172,783	16%
Public Works	441,925	1,209,872	37%	416,037	6%
ARPA Projects	17,627			-	
Grants	59,531	-		161,373	-63%
Total Expenses	3,653,873	6,655,872	55%	3,204,852	14%
Surplus / (Deficit)	1,692,810	-		1,852,585	-9%

Interim Financials, Subject to Change

Revenues vs Budget - January FY22



Expenditures vs Budget by Department - thru January FY22



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02/08/22

Town of Bladensburg
Mayor and Council YTD vs Budget
 July 2021 through January 2022

	<u>Jul '21 - Jan 22</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	27,692	48,000	58%
6030 · FICA	2,012	3,672	55%
6040 · Health Insurance	18,255	24,962	73%
6050 · Pension	2,650	4,032	66%
6060 · Workers Comp		1,000	
Total 6000 · Compensation	50,609	81,666	62%
6140 · Professional Development			
6145 · Council Business Developm...	796	15,000	5%
Total 6140 · Professional Developme...	796	15,000	5%
6160 · Employee Recognition	5,628	7,000	80%
6210 · Council Projects	966	2,500	39%
6225 · Community Grants			
6226 · Fire Department Donation	15,000	30,000	50%
6225 · Community Grants - Other		6,000	
Total 6225 · Community Grants	15,000	36,000	42%
6230 · Community Events	13,790	35,000	39%
6235 · Senior Citizen Projects	4,500	4,500	100%
6255 · Town Meetings	2,151	4,000	54%
6320 · Wireless Communications	2,800	4,800	58%
6420 · Computer Expense		2,000	
6550 · Insurance - Liability	1,386	2,000	69%
6825 · Membership	11,596	12,000	97%
Total Expense	109,222	206,466	53%
Net Ordinary Income	-109,222	-206,466	53%
Net Income	-109,222	-206,466	53%

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02/08/22

Town of Bladensburg
Town Administrator YTD vs Budget
July 2021 through January 2022

	<u>Jul '21 - Jan 22</u>	<u>Budget</u>	<u>% of B...</u>
Ordinary Income/Expense			
Expense			
6000 • Compensation			
6010 • Regular Pay	76,215	121,424	63%
6020 • Overtime			
6030 • FICA	5,749	9,289	62%
6040 • Health Insurance	3,461	13,552	26%
6050 • Pension	6,645	9,780	68%
6060 • Workers Comp		500	
Total 6000 • Compensation	<u>92,070</u>	<u>154,545</u>	<u>60%</u>
6110 • Tuition Rembursement		1,000	
6140 • Professional Developm...	225	2,500	9%
6255 • Town Meetings	429	2,000	21%
6260 • Transportation		20,000	
6320 • Wireless Communicati...	560	960	58%
6420 • Computer Expense	960		
6560 • Legal	6,464	40,000	16%
6580 • Contractual Services	9,000	25,000	36%
6620 • Fuel	54		100%
6810 • Advertising	2,259	25,000	9%
6820 • Website	2,700	3,000	90%
6825 • Membership		1,500	
6835 • Travel		2,000	
Total Expense	<u>114,720</u>	<u>277,505</u>	<u>41%</u>
Net Ordinary Income	<u>-114,720</u>	<u>-277,505</u>	<u>41%</u>
Net Income	<u><u>-114,720</u></u>	<u><u>-277,505</u></u>	<u><u>41%</u></u>

3:50 PM

02/08/22

Town of Bladensburg
Clerk YTD vs Budget
 July 2021 through January 2022

	<u>Jul '21 ~...</u>	<u>Budget</u>	<u>% of Bu...</u>
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	106,995	202,268	53%
6020 · Overtime	1,974	961	205%
6030 · FICA	8,418	15,547	54%
6040 · Health Insurance	9,398	13,293	71%
6050 · Pension	8,437	16,571	51%
6060 · Workers Comp		500	
Total 6000 · Compensation	135,222	249,140	54%
6140 · Professional Developm...		11,000	
6240 · Memorials	691	2,000	35%
6270 · Historic Promotion	2,402	2,402	100%
6320 · Wireless Communicati...	800	1,920	42%
6420 · Computer Expense	3,492		
6570 · Equipment Lease	2,840	8,000	35%
6825 · Membership		500	
6835 · Travel	55	1,000	5%
6850 · Office Supplies	4,055	10,000	41%
6855 · Postage	1,401	4,000	35%
6880 · Election Costs	3,384	9,000	38%
6890 · Utilities	2,286	6,000	38%
Total Expense	156,628	304,962	51%
Net Ordinary Income	-156,628	-304,962	51%
Net Income	-156,628	-304,962	51%

4:22 PM

02/08/22

Town of Bladensburg
Finance Dept. YTD vs Budget
 July 2021 through January 2022

	<u>Jul '21 - Jan 22</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Expense			
6000 • Compensation			
6010 • Regular Pay	115,610	207,426	56%
6020 • Overtime	54		100%
6030 • FICA	8,782	15,868	55%
6040 • Health Insurance	9,903	17,531	56%
6050 • Pension	15,874	23,964	66%
6060 • Workers Comp		500	
Total 6000 • Compensation	<u>150,222</u>	<u>265,289</u>	<u>57%</u>
6110 • Tuition Rembursement		2,500	
6140 • Professional Developm...	588	2,000	29%
6150 • Payroll Service	3,140	6,000	52%
6320 • Wireless Communicati...	560	960	58%
6400 • Computer		1,500	
6460 • Software Contract		6,000	
6510 • Audit	12,000	44,000	27%
6520 • Bank Charges	4,201	4,000	105%
6530 • Bad Debts		6,000	
6550 • Insurance - Liability	5,699	8,000	71%
6825 • Membership	255	400	64%
6835 • Travel		500	
Total Expense	<u>176,664</u>	<u>347,149</u>	<u>51%</u>
Net Ordinary Income	<u>-176,664</u>	<u>-347,149</u>	<u>51%</u>
Other Income/Expense			
Other Expense			
6950 • Debt Service			
6960 • Debt Service - Interest	3,594	12,000	30%
6965 • Debt Service - Principle	47,238	75,000	63%
Total 6950 • Debt Service	<u>50,831</u>	<u>87,000</u>	<u>58%</u>
Total Other Expense	<u>50,831</u>	<u>87,000</u>	<u>58%</u>
Net Other Income	<u>-50,831</u>	<u>-87,000</u>	<u>58%</u>
Net Income	<u><u>-227,495</u></u>	<u><u>-434,149</u></u>	<u><u>52%</u></u>

5:05 PM

02/08/22

Town of Bladensburg
Public Safety YTD vs Budget
 July 2021 through January 2022

	Jul '21 - Jan 22	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	1,235,487	2,207,595	56%
6020 · Overtime	131,630	184,898	71%
6030 · FICA	101,719	183,026	56%
6040 · Health Insurance	291,346	502,141	58%
6050 · Pension	111,003	183,758	60%
6060 · Workers Comp	146,777	160,000	92%
Total 6000 · Compensation	2,017,963	3,421,418	59%
6110 · Tuition Rembursement	1,028	20,000	5%
6120 · Uniforms	25,718	46,000	56%
6130 · Recruitment	10,330	9,000	115%
6140 · Professional Development	13,215	12,000	110%
6160 · Employee Recognition	741	1,000	74%
6230 · Community Events	8,248	15,000	55%
6310 · Telephone	18,291	25,000	73%
6320 · Wireless Communications	25,658	26,000	99%
6330 · Communications Contracts	34,100	33,000	103%
6340 · Interoperability	598	8,000	7%
6350 · Internet Access	1,778	3,000	59%
6360 · Data Fees	847	2,000	42%
6420 · Computer Expense	11,829	9,000	131%
6440 · IT Support	13,665	30,000	46%
6460 · Software Contract	5,171	10,000	52%
6545 · Insurance - Auto	26,559	38,000	70%
6550 · Insurance - Liability	28,186	50,000	56%
6570 · Equipment Lease	4,475	9,000	50%
6580 · Contractual Services	12,109	15,000	81%
6590 · Automated Traffic Enforcement		100,000	
6620 · Fuel	47,368	60,000	79%
6640 · Vehicle Repairs and Maintena...	22,782	40,000	57%
6650 · Vehicle Body Repairs	500	15,000	3%
6670 · Equipment Maintenance	135	2,000	7%
6680 · Weapon Repairs and Supplies	1,295	20,000	6%
6710 · Building Maintenance			
6825 · Membership	150	500	30%
6835 · Travel	1,081	5,000	22%
6850 · Office Supplies	6,467	15,000	43%
6855 · Postage	2,040	3,000	68%
6865 · Supplies	2,963	3,000	99%
6885 · Finger Printing	549	2,000	27%
6890 · Utilities	12,106	15,000	81%
Total Expense	2,357,942	4,062,918	58%
Net Ordinary Income	-2,357,942	-4,062,918	58%
Other Income/Expense			
Other Expense			
6970 · Capital Outlay			
6975 · Capital Outlay - Seized Funds	27,151		
6970 · Capital Outlay - Other	141,631	160,000	89%
Total 6970 · Capital Outlay	168,782	160,000	105%
Total Other Expense	168,782	160,000	105%
Net Other Income	-168,782	-160,000	105%
Net Income	-2,526,725	-4,222,918	60%

Interim Financials, Subject to Change

5:32 PM

02/08/22

Town of Bladensburg
Public Works YTD vs Budget
 July 2021 through January 2022

	<u>Jul '21 - Jan 22</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Expense			
6000 · Compensation			
6010 · Regular Pay	137,368	349,238	39%
6020 · Overtime	4,687	10,808	43%
6030 · FICA	10,732	27,543	39%
6040 · Health Insurance	29,491	86,447	34%
6050 · Pension	15,779	29,336	54%
6060 · Workers Comp	20,628	20,000	103%
Total 6000 · Compensation	218,685	523,372	42%
6110 · Tuition Rembursement		7,000	
6120 · Uniforms	946	4,000	24%
6140 · Professional Development		2,000	
6350 · Internet Access	750	1,500	50%
6620 · Fuel	9,942	10,000	99%
6640 · Vehicle Repairs and Maintena...	7,566	15,000	50%
6670 · Equipment Maintenance	1,627	5,000	33%
6710 · Building Maintenance	7,001	50,000	14%
6720 · Grounds Maintenance	9,305	20,000	47%
6740 · Street Lights	31,590	50,000	63%
6750 · Sanitation Contract	111,411	180,000	62%
6760 · Landfill Fees	9,050	20,000	45%
6770 · Building Supplies	4,513	9,000	50%
6790 · Janitorial Services	16,916	29,000	58%
6835 · Travel		500	
6860 · Shop Supplies	836	3,500	24%
6890 · Utilities	8,754	15,000	58%
Total Expense	438,894	944,872	46%
Net Ordinary Income	-438,894	-944,872	46%
Other Income/Expense			
Other Expense			
6970 · Capital Outlay			
6979 · Highway User Projects	3,031	175,000	2%
6970 · Capital Outlay - Other		90,000	
Total 6970 · Capital Outlay	3,031	265,000	1%
Total Other Expense	3,031	265,000	1%
Net Other Income	-3,031	-265,000	1%
Net Income	-441,925	-1,209,872	37%

4:44 PM

02/08/22

Town of Bladensburg
Grants YTD vs Budget
 July 2021 through January 2022

	<u>Jul '21 - Jan 22</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
4900 · Restricted Revenues			
4960 · CDBG Construction Gr...	168,003		100%
4970 · Other Grants	9,700		100%
Total 4900 · Restricted Revenues	<u>177,703</u>		<u>100%</u>
Total Income	<u>177,703</u>		<u>100%</u>
Gross Profit	177,703		100%
Expense			
6900 · Grants - Restricted			
6930 · CDBG	49,015		100%
6935 · Other Grants	10,516		100%
Total 6900 · Grants - Restricted	<u>59,531</u>		<u>100%</u>
Total Expense	<u>59,531</u>		<u>100%</u>
Net Ordinary Income	<u>118,172</u>		<u>100%</u>
Net Income	<u><u>118,172</u></u>		<u><u>100%</u></u>

10:53 AM

02/10/22

Town of Bladensburg
ARPA YTD vs Budget
 July 2021 through January 2022

	Jul '21 - Jan 22	Budget	% of Budget
Ordinary Income/Expense			
Income			
4900 · Restricted Revenues			
4910 · ARPA Funded Projects	17,627		
Total 4900 · Restricted Revenues	17,627		
Total Income	17,627		
Gross Profit	17,627		
Expense			
6900 · Grants - Restricted			
6915 · ARPA	17,627		
Total 6900 · Grants - Restricted	17,627		
Total Expense	17,627		
Net Ordinary Income	0		
Net Income	0		100%

Town of Bladensburg
Budget Summary
FY22 YTD vs Budget

	Jul '21 - Jan 22	Budget	% of Budget
Ordinary Income/Expense			
Income			
4000 · Property Taxes			
4020 · Real Estate Taxes	3,830,459	3,935,697	97%
4040 · Business Personal Property Tax	665,876	765,000	87%
Total 4000 · Property Taxes	4,496,335	4,700,697	96%
4100 · Income Tax	223,981	575,000	39%
4200 · Other Local Taxes			
4220 · Admissions and Amusement Tax	23,815	25,000	95%
Total 4200 · Other Local Taxes	23,815	25,000	95%
4300 · Licenses and Permits			
4310 · Local Business Licenses	78,912	80,000	99%
4320 · County Traders License	4,690	9,000	52%
4370 · Cable Franchise Fees	89,581	132,000	68%
Total 4300 · Licenses and Permits	173,183	221,000	78%
4500 · State Funding			
4510 · Highway User Revenues	65,903	204,868	32%
4520 · Police Aid	73,708	147,415	50%
Total 4500 · State Funding	139,611	352,283	40%
4600 · County Funding			
4620 · County Disposal Fee Rebate	11,242	22,484	50%
4640 · Bank Stock		2,372	
Total 4600 · County Funding	11,242	24,856	45%
4700 · Service Charges			
4720 · Local Fines/Fees	7,920	13,000	61%
4730 · Copier Fees	1,744	2,500	70%
4740 · Fingerprinting	250	1,000	25%
4760 · Reimbursements		5,000	
4770 · Automated Traffic Enforcement		100,000	
Total 4700 · Service Charges	9,914	121,500	8%
4800 · Other Revenues			
4810 · Insurance Reimbursement	38,328	35,000	110%
4820 · Bus Shelter Advertising		1,000	
4830 · Property Rental	28,000	42,000	67%
4840 · Vehicle Deployment	4,050	8,400	48%
4870 · Misc. Revenues	1,276	5,000	26%
4880 · Interest Earned	1,618	8,000	20%
Total 4800 · Other Revenues	73,272	99,400	74%
4900 · Restricted Revenues			
4910 · ARPA Funded Projects	17,627		
4960 · CDBG Construction Grant	168,003		100%
4970 · Other Grants	9,700		100%
Total 4900 · Restricted Revenues	195,330		100%
4999 · Transfer from Fund Balance		536,136	
Total Income	5,346,683	6,655,872	80%
Gross Profit	5,346,683	6,655,872	80%
Expense			
6000 · Compensation			
6010 · Regular Pay	1,699,367	3,135,951	54%
6020 · Overtime	138,344	196,667	70%
6030 · FICA	137,412	254,945	54%
6040 · Health Insurance	361,854	657,926	55%

Town of Bladensburg

Budget Summary

FY22 YTD vs Budget

	Jul '21 - Jan 22	Budget	% of Budget
6050 · Pension	160,388	267,441	60%
6060 · Workers Comp	167,405	182,500	92%
Total 6000 · Compensation	2,664,770	4,695,430	57%
6110 · Tuition Rembursement	1,028	30,500	3%
6120 · Uniforms	26,664	50,000	53%
6130 · Recruitment	10,330	9,000	115%
6140 · Professional Development			
6145 · Council Business Development	796	15,000	5%
6140 · Professional Development - Other	14,028	29,500	48%
Total 6140 · Professional Development	14,824	44,500	33%
6150 · Payroll Service	3,140	6,000	52%
6160 · Employee Recognition	6,368	8,000	80%
6210 · Council Projects	966	2,500	39%
6225 · Community Grants			
6226 · Fire Department Donation	15,000	30,000	50%
6225 · Community Grants - Other		6,000	
Total 6225 · Community Grants	15,000	36,000	42%
6230 · Community Events	22,038	50,000	44%
6235 · Senior Citizen Projects	4,500	4,500	100%
6240 · Memorials	691	2,000	35%
6255 · Town Meetings	2,580	6,000	43%
6260 · Transportation		20,000	
6270 · Historic Promotion	2,402	2,402	100%
6310 · Telephone	18,291	25,000	73%
6320 · Wireless Communications	30,378	34,640	88%
6330 · Communications Contracts	34,100	33,000	103%
6340 · Interoperability	598	8,000	7%
6350 · Internet Access	2,528	4,500	56%
6360 · Data Fees	847	2,000	42%
6400 · Computer		1,500	
6420 · Computer Expense	16,281	11,000	148%
6440 · IT Support	13,665	30,000	46%
6460 · Software Contract	5,171	16,000	32%
6510 · Audit	12,000	44,000	27%
6520 · Bank Charges	4,201	4,000	105%
6530 · Bad Debts		6,000	
6545 · Insurance - Auto	26,559	38,000	70%
6550 · Insurance - Liability	35,271	60,000	59%
6560 · Legal	6,464	40,000	16%
6570 · Equipment Lease	7,315	17,000	43%
6580 · Contractual Services	21,109	40,000	53%
6590 · Automated Traffic Enforcement		100,000	
6620 · Fuel	57,364	70,000	82%
6640 · Vehicle Repairs and Maintenance	30,349	55,000	55%
6650 · Vehicle Body Repairs	500	15,000	3%
6670 · Equipment Maintenance	1,762	7,000	25%
6680 · Weapon Repairs and Supplies	1,295	20,000	6%
6710 · Building Maintenance	7,001	50,000	14%
6720 · Grounds Maintenance	9,305	20,000	47%
6740 · Street Lights	31,590	50,000	63%
6750 · Sanitation Contract	111,411	180,000	62%
6760 · Landfill Fees	9,050	20,000	45%
6770 · Building Supplies	4,513	9,000	50%
6790 · Janitorial Services	16,916	29,000	58%
6810 · Advertising	2,259	25,000	9%
6820 · Website	2,700	3,000	90%
6825 · Membership	12,001	14,900	81%
6835 · Travel	1,136	9,000	13%
6850 · Office Supplies	10,522	25,000	42%
6855 · Postage	3,441	7,000	49%
6860 · Shop Supplies	836	3,500	24%

Town of Bladensburg

Budget Summary

FY22 YTD vs Budget

	Jul '21 - Jan 22	Budget	% of Budget
6865 • Supplies	2,963	3,000	99%
6880 • Election Costs	3,384	9,000	38%
6885 • Finger Printing	549	2,000	27%
6890 • Utilities	23,146	36,000	64%
6900 • Grants - Restricted			
6915 • ARPA	17,627		
6930 • CDBG	49,015		100%
6935 • Other Grants	10,516		100%
Total 6900 • Grants - Restricted	77,157		100%
Total Expense	3,431,228	6,143,872	56%
Net Ordinary Income	1,915,455	512,000	374%
Other Income/Expense			
Other Expense			
6950 • Debt Service			
6960 • Debt Service - Interest	3,594	12,000	30%
6965 • Debt Service - Principle	47,238	75,000	63%
Total 6950 • Debt Service	50,831	87,000	58%
6970 • Capital Outlay			
6975 • Capital Outlay - Seized Funds	27,151		
6979 • Highway User Projects	3,031	175,000	2%
6970 • Capital Outlay - Other	141,631	250,000	57%
Total 6970 • Capital Outlay	171,814	425,000	40%
Total Other Expense	222,645	512,000	43%
Net Other Income	-222,645	-512,000	43%
Net Income	1,692,810		100%