

**COUNCIL OF THE TOWN OF BLADENSBURG**

**WORK SESSION AGENDA**

**February 12, 2024 @ 5:30 PM**

**Public Access Virtual via live stream on the Town's Facebook and YouTube pages**

**I. CALL TO ORDER**

**II. APPROVAL OF AGENDA**

**III. APPROVAL OF MINUTES**

January 8, 2024, Work Session Minutes

**IV. APPEARANCES**

None

**V. OLD BUSINESS**

None

**VI. NEW BUSINESS**

**1. Review of Council Meeting Items (40 minutes)**

**UNFINISHED BUSINESS**

- 1. FY 2024 and FY 2025 Budget Update:** Staff will provide FY 2024 update and an update on the budget calendar for FY 2025.

**FINANCIAL BUSINESS**

- 1. Adoption and Approval** of the FY 2023 Financial Statements and Audit Report completed LSWG certified Public Accountants.
- 2. Budget Adjustment 6-2024:** Approval of a budget adjustment for expenses related to the purchase of two (2) 2023 Ford Police Interceptors Utility AWD and (1) 2023 Dodge Ram 1500 from New Holland Auto group for the Police Department in amount not to exceed 135,188 from Speed Camera proceeds.
- 3. Budget Adjustment 7 –2024:** Approval of budget adjustment for expenses related to the purchase of Portable Light Tower from Mobile Pro Systems in amount not to exceed \$158,230 from Speed Camera proceeds.

**NEW BUSINESS**

- 1. Contract Approval 11-2024:** Approval to allow the Town Administrator to execute a contract with Bates to renew trash and garbage collection services for a period of five (5) years with two (2) one-year renewals beginning March 1, 2024.
- 2. Contract Approval 12-2024:** Approval to allow the Town Administrator to execute a contract with Low Impact Design Center for \$30,227.
- 3. Resolution 6-2024:** A Resolution of the Town of Bladensburg, Maryland Supporting Legislative Initiatives that Re-establish Local Land Use Authority.

4. **Resolution 7-2024:** A RESOLUTION concerning a Taskforce to Plan Celebrations for the 250th Anniversary of the United States of America for the purpose of creating the United States of America Semiquincentennial taskforce to plan celebrations in the Town of Bladensburg commemorating the 250th anniversary of the United States of America.
5. **Legislative Session Updates** – Staff will present a listing of current bills and issues that are being reviewed and are under consideration. Council will provide staff direction on legislation.
6. **Green Team Update (INFORMATION ONLY)** – Staff will present information on the most recent meeting of the Town’s Green Team.

2. Town Administrator updates on Town Events and Projects (15 minutes)
  - a. Recently Completed Items
  - b. Other Staff Reports

VII. **ADJOURNMENT**

**COUNCIL OF THE TOWN OF BLADENSBURG**  
**WORK SESSION MINUTES - DRAFT**  
**January 8, 2024 - 5:30 PM**

**CALL TO ORDER**

Mayor Takisha James called the meeting to order at 5:30 pm.

Council Members Blount, McBryde, Brown, and Dixon were in attendance. Also in attendance were Code Supervisor Rinehart, Public Works Supervisor Hall, Chief Collington, Treasurer Tinelli, and Town Administrator Michelle Bailey-Hedgepeth.

**APPROVAL OF AGENDA**

An Amendment to forgo the items of the Community Leaders Meeting update along with the Town Administrator reports/updates, as we will see those same reports later in the Council meeting. This change allowed the Council to discuss the Legislative and Fire Department updates for additional time.

Mayor James requested a motion to approve the amended meeting agenda. CM Brown motioned, and Blount seconded the motion. The motion passed 5-0.

**APPROVAL OF MINUTES**

Council Member Brown motioned to approve the December 11, 2023, minutes, which Council Member Dixon seconded. There were a few corrections needed within the minutes.

Those corrections were as follows:

- The COG appointment alternate for CM McBryde was not Mayor James but CM Blount.
- Under the pedestrian safety update should be changed from "Peace Crossing" to "Peace Cross."
- On the crash report, it should say "To the Prince George's County State's Attorney's Office," not just "to the Attorney's Office."
- Final correction: under the COG Appointments, it would include the full name "Region Forward Coalition," not the word "Reaching."

The motion passed 5-0.

**APPEARANCES**

*None*

**OLD BUSINESS**

**1. Board of Election Supervisors Update**

The Town Administrator provided an overview of the January 3, 2024 BOES meeting. The Board of Election Supervisors reviewed the material provided to them by the Town of College Park. Moving forward, the BOES will tackle one specific issue they want to

correct at a time so they can address each issue in depth. The BOES also requested a timeline for the group's actions until the 2025 election. Much of this work will be taken on by the new Town Clerk, who will be hired in March. Town Administrator Bailey-Hedgepeth will continue to work with the BOES February meeting.

## **NEW BUSINESS**

**Note:** *The order for the presentation was changed. The Fire Department Update was moved ahead of the Legislative Update due to the Fire Department's time constraints if they get called away for service.*

### **1. Legislative Update:**

Legislative Consultant for LA Perez, representing the Town of Bladensburg, Tony Perez. Mr. Perez presented an overview of his report that will be provided monthly regarding legislation and bills being passed locally within Prince George's County and the state of Maryland as a whole. The following were addressed with a brief description:

- 105-24: Municipal Zoning Authority: The bill will allow the Town of Bladensburg to determine zoning, and it may help empower and grow the community as a whole.
- 106-24: A Bill to allow standing for those outside of the affected area; this legislation would allow an individual to have standing in hearings that may impede or prevent developments from beginning, continuing, or completing, which could pose a problem if this does happen.
- 107-24: All to change the percentage of impacted residents; this will allow 25% of impacted residents to impede or prevent proposed developments and may be a concern as the "impact zone" has not been specified in depth, which would potentially open that to non-residents of Bladensburg to impede projects for the town.
- 4010-24: Accessibility for Disabled Driver; this would mandate that Gas Stations provide attendants at the regular prices (self-service prices) from midnight to 6 AM. This would create another job at gas stations to assist with this service and a safer environment against crime.
- 409-24: Representation of a Health and Wellness Group
- 303-24: Creating more cigar lounges – Mayor James mentioned the previous Council's opposition to these types of uses.
- 501-24: A comprehensive study of the schools in Prince Georges County and changing the location of the administrative building.
- 504-24: A bill enhancing early childhood education throughout the county.
- The Violent Firearms Offenders Act: will be labeled as a felony instead of a misdemeanor. The use of a firearm holding a magazine holding more than ten rounds of ammunition or assault weapon in the commission of a felony or crime of violence. Also, there is a delay in parole eligibility for prohibited persons who are caught possessing firearms.

- The Juvenile Justice Reform: Children under 13 can be found with any firearms and are released to their parents right away before the officers can complete their police reports. It's becoming a problem because these children are being used in racketeering ploys by criminal adults due to the children not getting any jail time.

## **2. Fire Department Update:**

Chief Dave Sumner, President Gary Katz, and Treasurer Donny Wells from the Bladensburg Volunteer Fire Department were present for the report.

Chief Sumner presented the new general order from the Prince Georges County Fire & EMS, general order #5-19, released December 11, 2023, regarding the ambulance billing fee. He reviewed what the ambulance billing fees were meant to be used for, and with this new general order in place, that removed the needed funding for new volunteer apparatus to facilitate and help the BVFD.

Further, the ambulance billing revenue would be generated from 25% to 20% for each affiliation fund. Chief Sumner explained that the Prince Georges County Fire & EMS are charging them more than what they make in revenue within the Bladensburg Volunteer Fire Department. The BVFD and 36 other corporations are advocating that they go from 20% to 5%, which would be a more reasonable number as they work from donations and fundraising through Bingo games in the community.

## **3. Community Leaders Meeting:**

This was not reported due to the time constraints and will be presented in the council meeting.

## **4. Town Administrator updates on Town Events and Projects**

This was not reported due to the time constraints and will be presented in the council meeting.

## **5. Budget Update and Overview**

This was not reported due to the time constraints and will be presented in the council meeting.

## **ADJOURNMENT**

Mayor James asked for a motion to adjourn the meeting. Council Member Brown motioned to adjourn the meeting, which Council Member McBryde seconded. The motion passed 5-0.

The meeting was adjourned at 6:42 PM

# Town Administrator Council Item Overview



February 2024 – Work Session  
Michelle Bailey Hedgepeth, Town Administrator



# Key Items of Interest

## UNFINISHED BUSINESS

- 1. FY 2024 and FY 2025 Budget Update: Staff will provide FY 2024 update and an update on the budget calendar for FY 2025.

## FINANCIAL BUSINESS

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# Key Items of Interest

## NEW BUSINESS

1. Contract Approval 11-2024: Approval to allow the Town Administrator to execute a contract with Bates to renew trash and garbage collection services for a period of five (5) years with two (2) one-year renewals beginning March 1, 2024.
2. Contract Approval 12-2024: Approval to allow the Town Administrator to execute a contract with Low Impact Design Center for
3. Resolution 6-2024: A Resolution of the Town of Bladensburg, Maryland Supporting Legislative Initiatives that Re-establish Local Land Use Authority.
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## FY 2024 and FY 2025 Budget Update

### ○ FY 2024:

The Town Treasurer has provided an update on the current budget expenditures to date.

### ○ FY 2025:

- Overview of Budget timeline and meetings
- Overview from staff on;
  - Tax Rate
  - New or Increased funding items for FY 2025



## **Adoption and Approval of the FY 2023 Financial Statements and Audit Report completed LSWG certified Public Accountants**

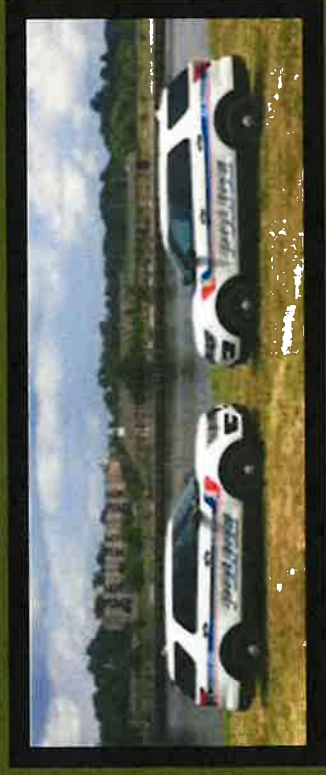


### **Approval of the FY 2023 Audit**

- Enhanced Audit due to ARPA Funding
- One (1) Audit Finding: Lack of supervisor signature on 2 of 80 timesheets sampled by the firm. Management has instituted a policy to ensure that this will not occur in the future.
- LSWG and Town staff will be present to answer any questions.



# Police Speed Camera Fund – Budget Adjustments



- Budget Adjustment 6-2024: Approval of a budget adjustment for expenses related to the purchase of two (2) 2023 Ford Police Interceptors Utility AWD and (1) 2023 Dodge Ram 1500 from New Holland Auto group for the Police Department in amount not to exceed \$135,188 from Speed Camera proceeds.
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## **Resolution 6-2024: A Resolution of the Town of Bladensburg, Maryland Supporting Legislative Initiatives that Re- establish Local Land Use Authority**

- The Maryland General Assembly is currently reviewing a bill on this matter in the legislative session. This means that policy would effectively authorize a governing body of a qualifying municipal corporation by resolution to exercise the powers of the Prince George's County Planning Board, sitting as a body, to make specified land use decisions; subjecting the exercise of those powers to the substantive and procedural requirements and standards established in the Prince George's County zoning ordinance. In effect, this legislation would have returned land use authority back to local governments in Prince George's County.



**Contract Approval 11-2024: Approval to allow the Town Administrator to execute a contract with Bates to renew trash and garbage collection services for a period of five (5) years with two (2) one-year renewals beginning March 1, 2024.**

**Some highlights of new contract:**

- 5-year term with two 1 - year extensions
- New rate \$26.00 per household
- CPI Adjustment to begin in March 2026
- Additional Town Location - Dumpster
- Fuel Surcharge Language
- Changes of Liability limits - raised to meet surrounding areas
- Added EEO and Environmental Language modernize contract





## **Contract Approval 12-2024: Approval to allow the Town Administrator to execute a contract with Low Impact Design Center for \$30,227.**



- The Town has requested assistance from the LID Center to provide planning and technical assistance to identify and secure support for short- and long-term projects intended to alleviate flooding experienced by community residents and businesses while also providing other social and economic benefits, such as improved human health, reduced urban heat, and safer pedestrian networks.
- Two main tasks have been identified: 1) assistance in identifying potential viable projects and providing planning level cost estimates the Town can use to respond to grant funding opportunities, and 2) assistance preparing relevant supporting materials and engaging potential funders and government representatives/technical service providers. It is expected that work will be substantially completed by the end of June 2024

# MML Legislative Priorities

## PRIORITY: TOURISM ZONES

Creating municipal tourism zones

Modeled off a successful program in neighboring Virginia, this League priority would authorize local governments to self-designate as a tourism zone while providing an array of local based tax credits or municipal assessed fee waivers to welcome and retain local business.

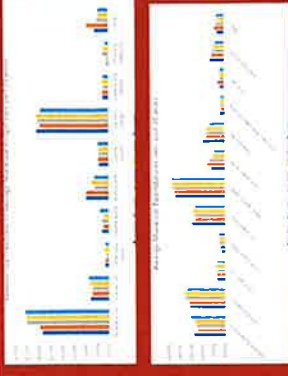
This is an opportunity to bolster the ability of jurisdictions to attract and retain community-oriented business, especially for those jurisdictions that lack access to other incentive programs. More importantly, it will provide all municipalities who self-designate an opportunity to share the unique story of their city, town and village while attracting new visitors, business and future residents of Maryland.



## PRIORITY: EXPANDING LOCAL REVENUES

Pursuing solutions to expand municipal revenue

Municipal governments are responsible for providing everyday essential services to two million Maryland residents yet remain limited with funding options to sufficiently procure revenue needed for these necessary services. It is time to expand these revenues beyond property taxes, which exacerbates the housing supply challenges faced in Maryland. The League will pursue a variety of modern-day solutions to expand municipal revenue. Identifying these critical new resources will ensure the continuation of essential services, from clean drinking water and public safety to protecting our critical coastal shorelines and waterways. It is time to cement municipalities as a partner in providing solutions to support our shared constituent's safety and prosperity.





# Green Team Update



- The Green Team met on 2/5/2024 and discussed the previous plan and has set meeting to discuss the plans for Earth Day and various beautification activities.
- The next meeting is scheduled 2/26/2024.