

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

**September 12, 2022 @ 5:30PM**

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

**This meeting will be entirely virtual (Zoom)**

- |             |   |        |
|-------------|---|--------|
| <b>I.</b>   | <b>CALL TO ORDER</b>  | 1 min  |
| <b>II.</b>  | <b>APPROVAL OF AGENDA</b>                                       | 1 min  |
| <b>III.</b> | <b>APPROVAL OF MINUTES</b>                                      | 1 min  |
|             | July 11, 2022 Work Session Minutes                              |        |
| <b>IV.</b>  | <b>APPEARANCES</b>  |        |
|             | a. Senator Augustine's Office: 47 <sup>th</sup> District Picnic | 5 min  |
| <b>V.</b>   | <b>OLD BUSINESS</b>   |        |
|             | a. MDOT 769C: Quincy Street                                     | 5 min  |
|             | b. 57 <sup>th</sup> Avenue Project                              | 5 min  |
|             | c. Refuse Contract RFP  | 5 min  |
|             | d. Bladensburg High School Field                                | 5 min  |
| <b>VI.</b>  | <b>NEW BUSINESS</b>   |        |
|             | a. Maryland Municipal League Fall Conference 2022               | 5 min  |
|             | b. Changing Town Council Meeting Date in October 2022           | 5 min  |
|             | c. National League of Cities 2022 Conference                    | 5 min  |
|             | d. Consultant for New Municipal Center and New Trade School     | 10 min |
|             | e. Rental Stabilization Program                                 | 10 min |
|             | f. Rain Barrel Program  | 5 min  |
| <b>VII.</b> | <b>ADJOURNMENT</b>  |        |

**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-tLIEyRN7e](https://zoom.us/join/joinMeeting?zmt=98tyKuCvqj0pHNKcsxyPRowEBo-ob-7wplhegvpEiDfdIDVcSBfuH-tLIEyRN7e)



**COUNCIL OF THE TOWN OF BLADENSBURG  
DRAFT COUNCIL MEETING AGENDA**

**September 12, 2022 7:00pm**

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

**This meeting will be entirely virtual (Zoom)**

- |              |   |         |
|--------------|---|---------|
| <b>I.</b>    | <b>CALL TO ORDER</b>  | 1 min   |
| <b>II.</b>   | <b>OPENING PRAYER</b>   | 2 min   |
| <b>III.</b>  | <b>PLEDGE OF ALLEGIANCE</b>   | 1 min   |
| <b>IV.</b>   | <b>APPROVAL OF AGENDA</b>   | 1 min   |
| <b>V.</b>    | <b>APPEARANCES</b>  |         |
|              | A. Police Department Swearing In: Major Cedric Dickerson  | 5 min   |
|              | B. Police Department Swearing In: Lieutenant Richard Poole  | 5 min   |
|              | C. 280 <sup>th</sup> Celebration Event Update, Ray Jefferies, Marketing Specialist  | 5 min   |
| <b>VI.</b>   | <b>APPROVAL OF MINUTES</b>  |         |
|              | July 11, 2022 Regular Meeting Minutes   |         |
| <b>VII.</b>  | <b>PUBLIC COMMENTS</b>  | 5 min   |
|              | Written comments can be submitted prior to meeting to be read into the record.<br>Comments can be submitted to <a href="mailto:Clerk@BladensburgMD.gov">Clerk@BladensburgMD.gov</a> and<br><a href="mailto:DGriffin@BladensburgMD.gov">DGriffin@BladensburgMD.gov</a> |         |
| <b>VIII.</b> | <b>UNFINISHED BUSINESS</b>  |         |
| <b>IX.</b>   | <b>FINANCIAL BUSINESS</b>   |         |
|              | A. ARPA Funding Update  | 15 mins |
| <b>X.</b>    | <b>NEW BUSINESS</b>   |         |
|              | A. Changing Regular Town Council Meeting Date in October 2022   | 5 mins  |
|              | B. Consultant RFP for New Municipal Center and New Trade School   | 5 mins  |
|              | C. Rental Stabilization Program   | 5 mins  |
|              | D. Chesapeake Bay Urban Tree Grant Program  | 5 mins  |



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|--------------------------------|-------|
| E. Speed Camera Program        | 5 min |
| F. Mayors Against Illegal Guns | 5 min |

**XI. STAFF REPORTS (3 minutes each)**

Treasurer; Public Safety & Code Enforcement; Town Clerk & Interim Town Administrator;  
Public Works

**XII. MAYOR AND COUNCIL REPORTS (3 minutes each)**

Council Member Brown – Ward I  
Council Member McBryde – Ward II  
Council Member Blount – Ward II  
Council Member Route – Ward I  
Mayor James

**XIII. ADJOURNMENT**

**Meeting Access Information via Zoom**

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

Meeting ID: 974 6366 9358

Passcode: 930725

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**Calendar Link:**

[https://zoom.us/meeting/tJMpcequqDlpH9ytHXCuoJtxlyirS-4fnxy1/ics?icsToken=98tyKuCvqj0pHNKcsxyPRowEBo\\_ob-7wplhegvpEiDfdIDVcSBfuH\\_tLIIEyRN7e](https://zoom.us/meeting/tJMpcequqDlpH9ytHXCuoJtxlyirS-4fnxy1/ics?icsToken=98tyKuCvqj0pHNKcsxyPRowEBo_ob-7wplhegvpEiDfdIDVcSBfuH_tLIIEyRN7e)





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# FALL CONFERENCE 2022 DRAFT SCHEDULE

## The Graduate Hotel - Annapolis, MD

### Sunday, October 9, 2022

- 11 am – 3:30 pm Academy Graduate Workshop: Cybersecurity – Carrick Bend (*separate registration for Academy Grads Only*)\*\*
- 1:30 pm – 4:30 pm Registration – Annapolis Atrium
- 2:00 – 3:00 pm DVP/Chapter Officers Meeting – Surgeon
- 3:30 – 4:30 pm Board of Directors Meeting – Bowline

### Monday, October 10, 2022

- 8:00 – 8:45 am Continental Breakfast Buffet – Ballroom
- 8:00 am – 4:30 pm Registration – Annapolis Atrium
- 8 – 9:45 am Tabletop Display Set-Up – Annapolis Atrium
- 8:45 – 9:45 am Opening General Session/Attorney General Candidates – Ballroom
- 9:45 – 10:15 am Refreshment Break/Visit Tabletops – Annapolis Atrium
- 9:45 am – 4:30 pm Tabletop Displays Open – Annapolis Atrium
- 10 – 11 am Orientation for Municipal Officials (OMO) – Sheet Bend
- 10 – 11 am Legislative Committee Meeting – Surgeon
- 11:15 – Noon Workshop 1: TBD – Carrick Bend
- 11:15 – Noon Workshop 2: Affordable Housing Solutions – Bowline
- 11:15 – Noon Workshop 3: Stormwater Management – Sheet Bend
- Noon – 1 pm Lunch Buffets in Forums
- 12:15 – 1:15 pm Small Town Forum – Ballroom A  
Large City Forum – Ballroom B  
Exhibitors Buffet – Atrium
- 1:15 – 3 pm Visit Tabletop Exhibits/Refreshment Break – Annapolis Atrium
- 1:30 – 3 pm Mayors Association Meeting – Stevedore
- 2 – 3 pm Workshop 4: DEI: From Community Engagement to Policies & Procedures – Bowline

2:30 – 4:30 pm	Workshop 5: Structure of Municipal Government (C) – Carrick Bend
3:30 – 4:30 pm	Workshop 6: Annapolis Arts Walking Tour (tentative) – Meet in Atrium Lobby
5 – 6:30 pm	Celebration with Food & Friends hosted by the City of Annapolis & Celebrating Scott Hancock's 27 Years as MML Executive Director – Atrium Lobby & Ballroom
Evening	Dinner on own in Annapolis

## **Tuesday, October 11, 2022**

8 am – 12:00 pm	Tabletop Displays Open – Annapolis Atrium
8 am – 1:00 pm	Registration – Annapolis Atrium
8:15 – 10:00 am	Breakfast/General Membership Meeting/Comptroller Candidates Forum & SMC Awards – Ballroom ABC
10 – 10:30 am	Break to Visit Tabletop Exhibits – Annapolis Atrium
10 – 11:45 am	Workshop 7: Employment Issues (C) – Carrick Bend
10:30 – 11:30 am	Workshop 8: How to Access Federal Infrastructure Funding and ARPA – Sheet Bend
10:30 – 11:30 am	Workshop 9: Main Street Economic Development – Bowline
Noon – 1 pm	Luncheon & Gubernatorial Candidates Forum – Ballroom ABC (Invited Speaker: TBD)
1:15 – 3 pm	Workshop 10: Engaging Disengaged Citizens – Bowline
1:15 – 3:15 pm	Workshop 11: Consensus and Team Building (C) – Carrick Bend

(E) = Academy Elective class  
(C) = Academy Core class  
Draft Revised: 08/09/22 – PFB/KC

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b.

**rcharnovich@bladensburgmd.gov**

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**From:** rcharnovich@bladensburgmd.gov  
**Sent:** Friday, September 9, 2022 1:51 PM  
**To:** tjames@bladensburgmd.gov; mblount@bladensburgmd.gov; 'Council Member Jocelyn Route'; 'CM CMcBryde'; tbrown@bladensburgmd.gov  
**Cc:** tcollington@bladensburgmd.gov; vtinelli@bladensburgmd.gov; phall@bladensburgmd.gov; rrinehart@bladensburgmd.gov; 'Diane Griffin'; 'Ray Jefferies'; clerk@bladensburgmd.gov  
**Subject:** October Council Meeting Date Agenda Item  
**Importance:** High

Mayor James and Council Members,

I will also place this email in the Council packet for the September 12 Meetings. Mayor James and 3 Council Members are attending the Fall MML Conference, which falls on our normal meeting date of October 10.

The date for the October Council Meeting will need to be changed. This item is on the September 12 Meeting Agenda.

Please review your calendars for the meeting date change.

If my recommendation is requested, I would recommend October 17, one week later. The Meeting in November is on November 14, so this would give an adequate number of days between meetings.

Richard Charnovich  
Town Clerk/Interim Town Administrator  
Town of Bladensburg  
301-927-7048  
RCharnovich@BladensburgMD.gov



## Schedule at-a-glance

**Kansas City, MO November 16-19, 2022**

**Note:** *This schedule outline is to aid in travel planning. It is not final, and all details are subject to change.*

*Please continue to check back for updates.*

WEDNESDAY

NOV 16

7 a.m. – 6:30 p.m.

Registration & Ask NLC Open

7:30 a.m. – 8:45 a.m.

New Member Breakfast

9 a.m. – 12 p.m.

Host City Mobile Workshops

9 a.m. – 6 p.m.

NLC University Seminars

10 a.m. – Noon

REAL Council Meeting

1:30 p.m. – 4:30 p.m.

Host City Mobile Workshops

1:30 p.m. – 3:00 p.m.

Advisory Council Meeting

3 p.m. – 5 p.m.

Federal Advocacy Committee Meetings

5 p.m. – 7 p.m.

Expo Hall Welcome Reception

5 p.m. – 7:30 p.m.

Constituency Group Meetings and Events

THURSDAY

NOV 17

7 a.m. – 5:30 p.m.

Registration & Ask NLC Open

8 a.m. – 10 a.m.

NLC Board of Directors Meeting

8 a.m. – 12 p.m.

Solution Sessions

9 a.m. – 12 p.m.

Host City Mobile Workshops

10 a.m. – 1:15 p.m.

Expo Hall and Market Square Open

10 a.m. – 1:15 p.m.

NLC Spotlight Theater Open

10:15 a.m. – 11:30 a.m.

Resolutions Committee Meeting

12 p.m. – 1:15 p.m.

Attendee Lunch in Expo Hall\*

1:30 p.m. – 3 p.m.

Opening General Session

3 p.m. – 5 p.m.

Expo Open

3 p.m. – 4 p.m.  
Expo Hall Dessert Break

3 p.m. – 5 p.m.  
NLC Spotlight Theater Open

4 p.m. – 5:15 p.m.  
Conference Workshops

4 p.m. – 6 p.m.  
NLC Nominating Committee Public Hearing

5:30 p.m. – 11 p.m.  
State League and Additional Events

5:30 p.m. – 11 p.m.  
Constituency Group Events

FRIDAY  
NOV 18

7 a.m. – 5:30 p.m.  
Registration & Ask NLC Open

9:00 a.m. – 10:30 a.m.  
General Session

10:45 a.m. 12:00 p.m.  
Member Council Meetings: First Tier Suburbs, University Communities

10:30 a.m. – 2:00 p.m.  
Expo Hall, Market Square, NLC Spotlight Theater

11:00 a.m. – 12:15 p.m.  
Conference Workshops

12:15 p.m. – 2 p.m.  
Attendee Lunch in Expo Hall\*

12:45 p.m. – 2 p.m.

Member Council Meetings: Military Communities, Large Cities Council and Small Cities Council

2 p.m. – 3:15 p.m.

Conference Workshops

3:30 p.m. – 5:00 p.m.

Afternoon General Session

5:30 p.m. – 7:30 p.m.

State League and Additional Events

5:30 p.m. – 11 p.m.

Constituency Group Events

SATURDAY

NOV 19

7:30 a.m. – 2:30 p.m.

Registration & Ask NLC Open

9 a.m. – 10:15 a.m.

Conference Workshops

10:45 a.m. – 12 p.m.

Conference Workshops

12:30 p.m. – 2:15 p.m.

Closing General Session and Delegates Luncheon\*

2:30 p.m. – 4:30 p.m.

NLC Annual Business Meeting

7:00 p.m. – 10:00 p.m.

Host City Closing Event



*\*Indicates functions that include conference-wide meals.*

For questions about registration contact Maritz Global Events at: [nlc@maritz.com](mailto:nlc@maritz.com). For all other conference-related questions reach out to [conferences@nlc.org](mailto:conferences@nlc.org).



## **Chapter 6.20 RENT STABILIZATION\***

Sections:

**6.20.010 Application of rent stabilization—Scope, rent increases, notification requirements, annual reporting.**

**6.20.020 Buildings exempt from rent stabilization.**

**6.20.030 Rental facilities and rental units eligible for exemption from rent stabilization pursuant to an application for exemption.**

**6.20.040 Establishment of base rent for certain units.**

**6.20.050 Annual rent increases, frequency of rent increases and notification.**

**6.20.060 Banking of authorized annual rent stabilization increases.**

**6.20.070 Annual reporting requirements.**

**6.20.080 Rent increases pursuant to a fair return petition.**

\* Prior history: Prior code §§ 6-500—6-505 as amended by Ords. 2700, 2716, 2732, 1985-49, 1986-43, 1986-44, 1987-27A, 1987-33, 1987-45, 1988-9, 1989-51, 1990-40, 1992-2, 1992-9, 1992-26, 1995-43, 1997-9, 1999-38, 1999-40, 2003-7, 2006-31 and 2007-28.

**6.20.010 Application of rent stabilization—Scope, rent increases, notification requirements, annual reporting.**

A. Application of Rent Stabilization. The provisions of this chapter shall apply to all residential rental units except as provided in Sections [6.20.020](#) and [6.20.030](#).

B. Rents—Rent Increases, Frequency and Notification Requirements.

1. Rent Increases. Rent increases shall be limited to the rent increase amounts authorized by this chapter for regulated rental units.
2. Frequency of Rent Increases. Rents for any individual rental unit may not be increased more often than permitted by this chapter.
3. Notice of Rent Increases. Notification of any rent increase authorized by this chapter shall be provided in writing to the tenant at least two months



prior to the date the rent increase is to take effect.

C. Reporting of Rents. Landlords must file an annual rent report with the Department on a form prescribed by the Department in accordance with Section [6.20.070](#). (Ord. 2013-25 § 1, 2013/Ord. 2007-40 § 1 (part), 2007)

**6.20.020 Buildings exempt from rent stabilization.**

A. Scope of Exemptions. The provisions of this chapter shall not be applicable to the following:

1. Any unit in a licensed facility, the primary purpose of which is the diagnosis, cure, mitigation and treatment of illnesses;
2. Any unit in a facility owned or leased by an organization exempt from Federal income taxes pursuant to Section 501(c)(3) of the Internal Revenue Code, the primary purpose of which is to provide temporary sanctuary or shelter for qualified clients; provided, that the organization has notified the clients residing in the facility of the temporary nature of their housing at the inception of their residence;
3. Any owner-occupied group house;
4. Religious facilities such as churches, synagogues, parsonages, rectories, convents and parish homes;
5. Transient facilities such as motels, tourist homes, and bed and breakfast facilities;
6. School dormitories;
7. Licensed assisted living facilities and nursing homes;
8. Single-family residences;
9. Any building originally designed and constructed to contain only two dwelling units one of which the owner currently occupies as his or her principal residence; and
10. Any accessory apartment. (Ord. 2013-25 § 1, 2013/Ord. 2007-40 § 1 (part), 2007)

**6.20.030 Rental facilities and rental units eligible for exemption from rent stabilization pursuant to an application for exemption.**

A. Grant of Exemption. The Department shall, upon application of the owner, grant an exemption from the provisions of this chapter to the following rental



units and rental facilities:

1. Individual rental units leased to tenants assisted under Federal tenant based assistance programs or similar federally funded rent subsidy program.
2. Rental facilities subject to a regulatory agreement with a governmental agency that controls the rent levels of not less than one-half of the rental units in the rental facility and restricts the occupancy of those rental units to low and moderate income tenants.
3. Newly Constructed Rental Facilities. For a period of five years after the issuance of a rental license, any newly constructed rental facility with two or more dwelling units. Renovated or reconfigured rental facilities or combined rental units are not eligible for an exemption from rent stabilization.

B. Termination of Exemption.

1. Exemptions granted pursuant to subsection (A)(1) of this section shall expire after one year or when the conditions entitling the rental unit to an exemption cease to exist, whichever shall first occur. The exemptions are renewable annually upon reapplication.
2. Exemptions granted pursuant to subsection (A)(2) of this section shall expire upon the termination of the agreement with the governmental agency entitling the rental facility to the exemption or when the conditions entitling the rental facility to an exemption cease to exist, whichever shall first occur.
3. Exemptions granted pursuant to subsection (A)(3) of this section shall expire on the fifth anniversary date of the issuance of the rental facilities initial rental housing license, regardless of when the application for an exemption was made by the owner.

C. Rents upon Termination of Exemption.

1. For rental facilities and rental units receiving an exemption pursuant to subsections (A)(1) and (A)(2) of this section, upon the termination of the exemption, the base rent for the units and the reference point from which the rent shall be increased in accordance with this chapter shall be the allowable rent as reported in the annual rent report for each unit at the time the exemption commenced plus the annual rent stabilization allowance for each year that the unit was exempt.
2. For rental facilities receiving an exemption pursuant to subsection (A)(3)





of this section, upon the termination of the exemption, the base rent for the units and the reference point from which the rent shall be increased in accordance with this chapter shall be the rent charged for each unit at the time of the expiration of the exemption. For any units not rented when the exemption period terminates, the base rent shall be the rent charged when the unit is first rented to a tenant. If the actual rent paid by a tenant differs from the rent stated in the report or the lease, then the actual rent shall be the base rent. (Ord. 2013-25 § 1, 2013/Ord. 2007-40 § 1 (part), 2007. Formerly 6.20.040)

**6.20.040 Establishment of base rent for certain units.**

**A. Definitions.**

“Discontinued rental unit” means a rental unit in a rental facility or previously licensed rental facility that is not occupied by tenants and for which the Department has approved an application for discontinuation.

“Existing rental unit” means a rental unit or a discontinued rental unit.

**B. Rents for Discontinued Rental Units.**

1. Except as provided in subsection (B)(2) of this section, the base rent for discontinued rental units, and the reference point from which the rent shall be increased in accordance with this chapter, shall be the banked rent reported in the annual rent report at the time the rental unit was discontinued plus the annual rent stabilization allowance for each year that the rental unit was discontinued.

2. If a rental unit remains discontinued for an uninterrupted period of five years, the owner may charge market rent for the unit when it is first newly rented to a tenant. The rent the owner charges the tenant shall establish the base rent for the unit and the reference point from which the rent shall be increased in accordance with this chapter.

**C. Rents Following Renovation, Reconfiguration or Consolidation of Existing Rental Units.**

1. This subsection applies to renovation, reconfiguration, and consolidation projects performed in vacant existing rental units.

2. If the renovation or reconfiguration of an existing rental unit does not result in a 10% or greater change in the floor area of the unit, then the banked rent reported for the unit in the annual rent report at the time the



rental unit became vacant plus the annual rent stabilization allowance for each year that the rental unit remained vacant shall be the maximum rent that the owner may charge for the unit when it is first rented to a tenant.

3. If the floor area of a renovated or reconfigured unit is more than 10% smaller or larger than the unit it replaces, then the banked rent reported for the unit in the annual rent report at the time the rental unit became vacant plus the annual rent stabilization allowance for each year that the rental unit remained vacant, reduced or increased by a percentage equal to the reduction or increase in the floor area of the unit prior to its renovation or reconfiguration, shall be the maximum rent that the owner may charge for the unit when it is first rented to a tenant.

4. When two or more rental units are consolidated to create a single rental unit, the base rent for the new unit, and the maximum rent that the owner may charge when the unit is first rented to a tenant, shall be the base rent of the largest unit increased by the percentage increase in the floor area from the largest unit to the resulting unit.

5. Application for Rent Adjustments. Before an owner may increase the rent for a unit in accordance with subsection (C)(3) or (4) of this section, the owner must first obtain approval from the Department. The owner must submit a completed application form and documentation demonstrating the appropriate adjustment to the base rents (which may include, but shall not be limited to, construction plans, photographs and video recordings of the original and reconfigured units), and may be required to undergo an inspection of the property.

D. Rents Following Purchase of an Owner-Occupied Condominium Unit. The new owner of a previously owner-occupied condominium unit, purchased in a bona fide arm's length transaction, may charge market rent for the unit. The rent the owner charges his or her initial tenant shall establish the base rent for the unit and the reference point from which the rent shall be increased in accordance with this chapter.

E. Reset of Base Rent for Owner-Occupied Condominium Units. When the owner of a previously rented condominium unit occupies the unit for at least 12 consecutive months as his or her principal residence, the owner may charge market rent for the unit when the owner next rents the unit to a tenant. The rent the owner charges the tenant shall establish the base rent for the unit until the owner again occupies the unit for at least 12 consecutive months. (Ord. 2013-25 § 1, 2013/Ord. 2007-40 § 1 (part), 2007. Formerly 6.20.050)



**6.20.050 Annual rent increases, frequency of rent increases and notification.****A. Annual Rent Stabilization Allowance.**

1. The Department shall calculate an annual rent stabilization allowance equal to the percentage increase in the Consumer Price Index (CPI) from March in the preceding year to March in the current year. Notice of the allowance shall be published in the May edition of the Takoma Park Newsletter and on the City website.
2. The annual rent stabilization allowance shall remain in effect for a 12-month period beginning July 1st of each year and ending on June 30th of the following year.
3. Rent increases for rent-stabilized rental units may be increased by an amount not to exceed the annual rent stabilization allowance in effect at the time of the rent increase.
4. Rent increases less than permitted in subsection (A)(3) of this section may be banked in accordance with Section [6.20.060](#).

**B. Frequency of Rent Increases.**

1. Occupied Rental Units. Only one rent stabilization increase pursuant to subsection (A)(3) of this section shall be permitted within a 12-month period.
2. Fair Return Rent Increases. An additional rent increase pursuant to a fair return rent increase petition subsequently approved by the Commission in accordance with Section [6.20.080](#) may be taken pursuant to the terms and the conditions of the Commission's administrative decision and final order.
3. Vacant Rental Units. The rent for vacant rental units may be increased up to the banked rent and the annual rent stabilization allowance may be applied prior to the leasing of the rental unit in accordance with Section [6.20.060](#).

**C. Notice of Annual Rent Increases.**

1. A landlord shall not increase or attempt to increase the rent for any occupied rental unit without having first given the tenant living therein at least two months' written notice of the increase.
2. Notice of a rent increase shall be in the form and manner prescribed by Department regulations. (Ord. 2013-25 § 1, 2013/Ord. 2007-40 § 1 (part),



2007. Formerly 6.20.060)

**6.20.060 Banking of authorized annual rent stabilization increases.**

A landlord may increase the rent for a vacant rental unit by the actual dollar amount of any annual rent stabilization allowances that were not charged to the tenant vacating the rental unit. Such increase may be taken if the rental unit became vacant as a result of a voluntary termination of the tenancy by the tenant or a termination of the tenancy by the landlord for cause. This rent increase may be in addition to any rent stabilization allowance increase that the landlord may impose on or after 12 months from the date of the last rent stabilization allowance increase for that rental unit. (Ord. 2013-25 § 1, 2013/Ord. 2007-40 § 1 (part), 2007. Formerly 6.20.070)

**6.20.070 Annual reporting requirements.**

A. Reporting Requirements. On or before September 30th of each year, each landlord shall complete and submit to the Department a rent report for the 12-month period beginning July 1st and ending on the preceding June 30th on a form provided by and in the manner prescribed by Department regulations.

B. Penalty for Failure to Comply with Reporting Requirements. Failure to file a complete or accurate rent report by September 30th of each year shall constitute a Class A violation of this chapter unless an extension of time for good cause is granted by the Department prior to the due date. (Ord. 2013-25 § 1, 2013/Ord. 2007-40 § 1 (part), 2007. Formerly 6.20.080)

**6.20.080 Rent increases pursuant to a fair return petition.**

A. Fair Return Rent Increase. Landlords have a right to petition for a rent increase in order to obtain a fair return. A fair return rent increase is intended to protect tenants from unwarranted rent increases, while allowing rent levels that provide landlords with a fair return.

B. Standards for Rent Increases Pursuant to a Fair Return Petition.

1. Fair Return. Fair return is defined as base year net operating income adjusted by 70% of the percentage increase in the Consumer Price Index (CPI) from the base year until 2007, and 100% of the percentage increase in the CPI since 2007.

2. Base Year. The landlord may select any of the following as the base year when petitioning for a fair return rent increase:

- a. 1979, unless the property contains four or fewer dwelling units;
- b. 1987, if the property contains four or fewer rental units;





- c. 1990;
  - d. 2000.
3. **Current Year.** The current year shall be either the calendar year or the fiscal year (July 1st to June 30th) immediately preceding the date that the application is filed.
4. **Current Year CPI.** If the current year is a calendar year, the current year CPI shall be the annual CPI for that year. If the current year is a fiscal year, the current year CPI shall be the CPI for December during the current year.
5. **Net Operating Income.** Net operating income equals gross income minus operating expenses.
6. **Imputed Base Year Net Operating Income.** If the base year is 1990, at the landlord's option, the 1990 net operating income shall be imputed based on estimated base year operating expenses. In estimating the base year operating expenses, it shall be presumed that each operating expense increased by the same percentage as the CPI since the base year. However, if data, rate information, or other sources of cost information indicate that particular operating expenses increased at a different rate than the percentage increase in the CPI, the estimate of the percentage increase in that expense shall be based on the best available data on increases in that type of expense. Information on the rate of increases and/or other relevant data on trends in increases in particular types of expenses between the base year and the current year may be introduced by the landlord, affected tenants, the Department, and the Rents Analyst.
7. **Gross Income.** Gross income is the annual scheduled rental income for the property based on the rents and fees (other than fees that are reimbursed to the tenants) the landlord was permitted to charge at the time of the application.
8. **Operating Expenses.** Operating expenses means all reasonable operating and maintenance expenses.
- a. Operating expenses shall include, but not be limited to, the following:
    - i. Utilities paid by the landlord, unless these costs are passed through to the tenants;
    - ii. Administrative expenses, such as advertising, legal fees, accounting fees, etc;



iii. Management fees, whether performed by the landlord or a property management firm; it shall be presumed that management fees increased by the percentage increase in the CPI between the base year and the current year, unless the level of management services either increased or decreased during this period. Management fees shall not exceed 6% of gross income unless the landlord demonstrates by a preponderance of the evidence that a higher percentage is reasonable;

iv. Payroll;

v. Amortized cost of capital improvements. An interest allowance shall be allowed on the cost of amortized capital expenses; the allowance shall be equal to the interest the landlord would have incurred had the landlord financed the capital improvement with a loan for the amortization period of the improvement, making uniform monthly payments, at an interest rate equal to the Federal Reserve Board bank prime loan rate as of the date of the initial submission of the petition plus 2% per annum;

vi. Maintenance related material and labor costs, including self-labor costs computed in accordance with the regulations adopted pursuant to this section;

vii. Property taxes;

viii. Licenses, government fees and other assessments; and

ix. Insurance costs.

b. Reasonable operating and maintenance expenses do not include the following:

i. Expenses for which the landlord has been or will be reimbursed by any security deposit, insurance settlement, judgment for damages, agreed-upon payments or any other method;

ii. Payments made for mortgage expenses, either principal or interest;

iii. Judicial and administrative fines and penalties;

iv. Damages paid to tenants as ordered by COLTA or the courts;

v. Depreciation;

vi. Late fees or service penalties imposed by utility companies, lenders or other entities providing goods or services to the landlord or the rental facility;



- vii. Membership fees in organizations established to influence legislation and regulations;
  - viii. Contributions to lobbying efforts;
  - ix. Contributions for legal fees in the prosecution of class-action cases;
  - x. Political contributions for candidates for office;
  - xi. Any expense for which the tenant has lawfully paid directly or indirectly;
  - xii. Attorney's fees charged for services connected with counseling or litigation related to actions brought by the City under City regulations or this title, as amended. This provision shall apply unless the landlord has prevailed in such an action brought by the City;
  - xiii. Additional expenses incurred as a result of unreasonably deferred maintenance; and
  - xiv. Any expense incurred in conjunction with the purchase, sale, or financing of the rental facility, including, but not limited to, loan fees, payments to real estate agents or brokers, appraisals, legal fees, accounting fees, etc.
- c. When an expense amount for an item during a particular year is determined not to be a reasonable projection of ongoing or future expenditures for that item, said expense shall be averaged with other expense levels for other years or amortized or adjusted by the CPI or may otherwise be adjusted, in order to establish an expense amount for that item that most reasonably serves the objectives of obtaining a reasonable comparison of base year and current year expenses.
- C. Rent Increase Petition Based on Fair Return Standard.
1. Form of Petition. Whenever a landlord proposes a rent increase of more than the amount permitted by Section [6.20.050](#), the landlord shall file a petition with the Commission on a form provided by the Department.
  2. Required Submission of Income and Expense Information. The landlord shall be required to submit income and expense information for the two years prior to the current year with the petition.
  3. Petition Restrictions. Petitions filed pursuant to this section must address an entire rental facility. The landlord filing a petition must own the rental facility for the entire current year.



4. Adjustments to Petition—Base Year Net Operating Income.

a. Adjustment of Base Year Net Operating Income by Commission. It may be determined that the base year net operating income yielded other than a fair return, in which case the base year net operating income may be adjusted. In order to adjust the base year net operating income, the Commission must make at least one of the following findings:

i. Base year net operating income was abnormally low due to one of the following factors:

(A) The landlord made substantial capital improvements that were not reflected in the base year rents and the landlord did not obtain a rent adjustment for these capital improvements;

(B) Substantial repairs were made due to exceptional circumstances; or

(C) Other expenses were unreasonably high, notwithstanding prudent business practice.

ii. Base year rents did not reflect market transaction(s), due to one or more of the following types of circumstances:

(A) There was a special relationship between the landlord and tenant resulting in abnormally low rent charges (such as a family relationship);

(B) The rents had not been increased for the five years preceding the base year;

(C) The tenant lawfully assumed maintenance responsibilities in exchange for low rent increases or no rent increases; or

(D) Other special circumstances that establish that the rent was not set as the result of an arms-length transaction.

b. Establishment of a New Base Year Net Operating Income—Prior Year Petitions. The net operating income, income, and expenses, determined to be fair and reasonable pursuant to a prior petition for a fair return rent increase, shall constitute the base year income, expenses, and net operating income in the new petition.

5. Consideration of Fair Return Petition by Commission.

a. Issuance of a Decision by the Commission. The Commission shall, in good faith, endeavor to issue its preliminary administrative decision ruling on the





request within 90 days of the review or hearing on the petition. Upon its determination of the rent increase to be granted to the landlord, the Commission shall issue a decision in accordance with Section 6.24.110 and furnish a copy of the decision to the landlord.

b. Rejection of Petition.

i. The Commission shall not consider the landlord's fair return petition:

(A) Until the properly completed petition form, including required supporting documentation, has been submitted to the Commission;

(B) When the landlord has not properly registered the rental property with the City and/or when the landlord has outstanding fees or fines with the Department;

(C) When the landlord has not filed required rent reports for each of the three years prior to the filing date of the petition; provided, that the Commission may, at its discretion, waive the above requirement for good cause shown; or

(D) When the landlord has failed to comply with a final order of the Commission concerning any rental unit owned by the landlord in the City. However, the failure to comply with an order of the Commission shall not constitute a basis to decline to consider the landlord's request if the order has been appealed to the Circuit Court and no decision has been rendered on appeal.

ii. If the Commission declines to consider the landlord's request, it shall provide a written explanation for its action.

6. Ceiling on Fair Return Adjustments.

a. Fair Return Rent Increases on Occupied Rental Units. Fair return rent increases shall not exceed 15% in any 12-month period. If the Commission awards a fair return rent increase greater than 15%, then the landlord may impose the remainder of the increase in subsequent years in increments not to exceed 15%.

b. Fair Return Rent Increases on Vacant Rental Units. If the Commission determines that a rental unit requiring an increase of more than 15% is vacant or if the unit becomes vacant before the required rent increase has been taken in full, the Commission shall allow the required increase for that unit to be taken in one year or upon the vacancy of that unit, provided the unit became vacant as a result of a voluntary termination by the tenant or a termination of the tenancy by the landlord for cause.

7. Notification Requirements.



a. Notice of Petition for a Rent Increase. The Department shall provide written notification to each tenant affected by a proposed rent increase within one week after the filing date of the petition. Such notification shall include a copy of the petition form and a listing of all requested rent increases.

b. Notice of a Rent Increase Granted Pursuant to a Rent Increase Petition. The landlord shall provide written notice to each affected tenant of the rent increase that has been authorized by the Commission, no less than two months prior to the date the proposed increase is to take effect. Said increase shall be contingent on the decision of the Commission becoming final in accordance with Sections 6.24.110 and 6.24.130.

8. Rollbacks—Bad Faith Fair Return Petitions.

a. Authority to Require Rollback. If, upon consideration of a fair return petition, the Commission finds that the adjusted base year net operating income included in the petition is less than the landlord's actual petition year net operating income and the fair return petition was filed in bad faith, the Commission may require the landlord to roll back the rents charged on the rental units covered by the petition to result in a net operating income equal to the adjusted base year net operating income.

b. Purpose of Rollbacks. The purpose of the rollback provision in this subsection is to ensure that fair return petitions are filed in good faith, that the landlord reviews the records of the rental property for which rent increases are sought to ensure that a rent increase is justified under this section and to balance both the tenant and the landlord interests in each petition to increase rents above the rent stabilization allowance.

c. Definition of Bad Faith.

i. Bad faith can be found, but is not limited to, instances in which the landlord:

- (A) Listed expenses for repairs or services never performed;
- (B) Materially misrepresented expenses claimed;
- (C) Knowingly filed a false rent report, in whole or in part; or
- (D) Acted in some manner which is a clear abuse of the petition process.

ii. The following shall not constitute bad faith under this provision:

- (A) Miscalculations and simple mathematical errors; or



(B) Claims for expenses or other items that are not specifically addressed in this section and that the Commission disallowed, but that could plausibly have fallen within this section.

d. Determination of Bad Faith by Commission. The Commission shall verify the information upon which it makes its findings of bad faith and shall issue a decision clearly stating the basis for its finding. The landlord shall be required to notify all tenants affected by the rent rollback, and, if the landlord was permitted to increase rents by the rent stabilization allowance pending a decision on the fair return petition, all rent increases so collected shall be refunded to the affected tenants within 30 days. If the landlord fails to roll back the rents or fails to refund the rent increases collected, the affected tenants may begin paying the rolled-back rent or may deduct any rent refunds or rollbacks owed the tenants in accordance with subsection (C)(8)(a) of this section.

9. Scope of Commission Authority in Setting Rents. Notwithstanding any other provision of this chapter or regulations instituted pursuant to this chapter, the Commission shall be authorized to take into account any factors that it is required to consider by law and grant whatever rent increase is constitutionally required to yield a fair return.

10. Burden of Proof. The landlord shall have the burden of proof in demonstrating that a rent increase should be authorized pursuant to this section. (Ord. 2013-25 § 1, 2013/Ord. 2007-40 § 1 (part), 2007. Formerly 6.20.090)



**ORDINANCE**  
**OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK, MARYLAND,**  
**AMENDING CITY CODE, CHAPTER 15 "BOARDS, COMMISSIONS AND**  
**COMMITTEES" TO ADD ARTICLE IX TO CREATE A RENT STABILIZATION**  
**BOARD, ENACTING CITY CODE, CHAPTER 127 "RENT STABILIZATION" TO**  
**ESTABLISH A RENT STABILIZATION PROGRAM IN THE CITY OF COLLEGE**  
**PARK, AND AMENDING CITY CODE, CHAPTER 110 "FEES AND PENALTIES" TO**  
**ESTABLISH THE FEES AND PENALTIES ASSOCIATED WITH THE RENT**  
**STABILIZATION PROGRAM.**

**WHEREAS**, pursuant to Md. Code Ann., Art. 23A, §2, the City of College Park, Maryland (hereinafter, the "City") has the power to pass such ordinances as it deems necessary to protect the health, safety and welfare of the citizens of the municipality; and

**WHEREAS**, on June 10, 2003, the Mayor and Council of the City of College Park approved the City of College Park Housing Plan (the "Housing Plan"); and

**WHEREAS**, according to the Housing Plan, the City of College Park had a total of 6,245 housing units in 2000 (not including 8,420 beds in University of Maryland dormitories, another 1,740 beds in public/private partnership housing on University of Maryland owned land, and 1,386 beds in fraternity and sorority houses); and

**WHEREAS**, 4,204 of those units, or 67.3%, are single-family detached homes, while 152 units or 2.4% are single family attached houses (townhouses), 268 units, or 4.2%, are located within structures containing 2-4 units, and 1,613 units, or 25.8%, are within structures containing 5 units or more; and

**WHEREAS**, the 2000 United States Census reported an owner occupancy rate of 57.2% for College Park, a decline of 9.8% from 1980; and

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CAPS : Indicate matter added to existing law.

Asterisks \* \* \* : Indicate matter remaining unchanged in existing law but not set Forth in Ordinance.

**WHEREAS**, in 2000, renters occupied 2,582 units or 42.8%, of the City's conventional housing units; and

**WHEREAS**, in 2000, the City's median monthly rent was \$806 compared to Prince George's County's rate of \$737; and

**WHEREAS**, in 1999, 40.6% of the renters in the City of College Park paid more than 35% of their household income for rent. This percentage is 17.7% more than surrounding municipalities; and

**WHEREAS**, the aforementioned statistics have increased since the Housing Plan was prepared; and

**WHEREAS**, with higher rents being charged in the City of College Park than in Prince George's County for comparable housing units, renters in the City are faced with spending an ever-increasing percentage of their household income for rent; and

**WHEREAS**, the Mayor and City Council finds that the cost of rental housing in the City is abnormally high; and

**WHEREAS**, the Mayor and City Council further finds that there is a substantial and ever increasing shortage of decent rental housing accommodations, especially for families, households of low and moderate income and those on fixed incomes, in the City; and

**WHEREAS**, with such a large percent of rental properties in the City, the City loses income taxes and motor vehicle taxes not paid by a large portion of the renters; accordingly, the owner occupied properties subsidize rental properties; and

**WHEREAS**, rental properties artificially inflate the value of property in the City, thereby adversely affecting the owner occupied properties and leading to unstable neighborhoods; and



**WHEREAS**, the current rental market in the City poses a threat to the public health, safety and welfare of the citizens of the City of College Park; and

**WHEREAS**, the Mayor and City Council deem the protection of the City's stock of owner occupied housing to be a legitimate public purpose; and

**WHEREAS**, the Mayor and City Council deem it to be in the best interest of the City to adopt a rent stabilization program in order to ensure the availability and maintenance of affordable housing in the City, to protect the standard of living of all City residents, and finally to strengthen and stabilize the City's neighborhoods.

**Section 1.** NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the Mayor and Council of the City of College Park, Maryland that Chapter 15 "Boards, Commissions and Committees", Article IX "Rent Stabilization Board" be, and is hereby, enacted to read as follows:

## **CHAPTER 15**

### **BOARDS, COMMISSIONS AND COMMITTEES**

#### **ARTICLE IX RENT STABILIZATION BOARD**

<b>§ 15-39.</b>	<b>ESTABLISHMENT.</b>
<b>§ 15-40.</b>	<b>COMPOSITION.</b>
<b>§ 15-41.</b>	<b>TERMS OF OFFICE.</b>
<b>§ 15-42.</b>	<b>COMPENSATION.</b>
<b>§ 15-43.</b>	<b>CONFLICT OF INTEREST.</b>
<b>§ 15-44.</b>	<b>MEETINGS.</b>
<b>§ 15-45.</b>	<b>OFFICERS.</b>
<b>§ 15-46.</b>	<b>CONSULTANTS.</b>
<b>§ 15-47.</b>	<b>BYLAWS.</b>
<b>§ 15-48.</b>	<b>POWERS AND DUTIES.</b>
<b>§ 15-49.</b>	<b>RULES AND REGULATIONS.</b>
<b>§ 15-50.</b>	<b>QUORUM.</b>
<b>§ 15-51.</b>	<b>VOTING.</b>
<b>§ 15-52.</b>	<b>EXPENSES.</b>

§ 15-53. STAFF.  
§ 15-54. REGISTRATION.

§ 15-39. ESTABLISHMENT.

**THERE IS HEREBY CREATED A CITY RENT STABILIZATION BOARD.**

§ 15-40. COMPOSITION.

**THE RENT STABILIZATION BOARD SHALL BE COMPOSED OF SEVEN (7) MEMBERS, ALL OF WHOM SHALL HOLD NO OTHER OFFICE OR POSITION IN THE CITY GOVERNMENT WITH PAY OR COMPENSATION. THE MEMBERS SHALL BE APPOINTED BY THE MAYOR AND CITY COUNCIL. THE MAYOR AND CITY COUNCIL SHALL SEEK TO GIVE PRIORITY TO THE APPOINTMENT OF RESIDENTS OF THE CITY AND TO OWNERS OF REAL PROPERTY LOCATED WITHIN THE CITY. THE MAYOR AND CITY COUNCIL SHALL ASSURE THAT THERE IS REPRESENTATION FROM EACH OF THE CITY'S FOUR COUNCIL DISTRICTS ON THE BOARD. VACANCIES SHALL BE FILLED BY THE MAYOR AND CITY COUNCIL FOR ANY UNEXPIRED PORTION OF A TERM. MEMBERS SHALL HAVE AN INTEREST IN HOUSING ISSUES AND SOME KNOWLEDGE OF LANDLORD-TENANT LAWS OF THE STATE OF MARYLAND. AT LEAST TWO MEMBERS OF THE BOARD SHOULD BE TENANTS AND TWO MEMBERS OF THE BOARD SHOULD BE LANDLORDS.**

**§ 15-41. TERMS OF OFFICE.**

**APPOINTMENT TO THE RENT STABILIZATION BOARD SHALL BE FOR THREE-YEAR TERMS. HOWEVER, INITIALLY, THREE OF THE MEMBERS SHALL BE GIVEN TWO-YEAR TERMS, AND THE OTHER FOUR SHALL BE GIVEN THREE-YEAR TERMS, TO ALLOW FOR STAGGERED TERMS AMONG THE MEMBERSHIP.**

**§ 15-42. COMPENSATION.**

**MEMBERS SHALL RECEIVE COMPENSATION IN AN AMOUNT SET BY THE MAYOR AND CITY COUNCIL IN THE CITY BUDGET.**

**§ 15-43. CONFLICT OF INTEREST.**

**MEMBERS OF THE BOARD SHALL DISCLOSE TO THE BOARD ANY CONFLICT OF INTEREST, AS THAT TERM IS UNDERSTOOD IN THE MARYLAND COMMON LAW, §15-801 ET. SEQ. OF THE STATE GOVERNMENT ARTICLE OF THE MARYLAND CODE, AS AMENDED, AND THE COLLEGE PARK ETHICS CODE, AND SHALL REFRAIN FROM VOTING OR TAKING ACTION ON ANY SUCH MATTER. MEMBERS SHALL NOT BE DISQUALIFIED FROM EXERCISING ANY OF THEIR POWERS AND DUTIES ON THE GROUNDS OF A CONFLICT OF INTEREST SOLELY ON THE BASIS OF THEIR STATUS AS A LANDLORD OR TENANT. HOWEVER, A MEMBER SHALL BE DISQUALIFIED FROM RULING ON A PETITION FOR AN INDIVIDUAL ADJUSTMENT OF A RENT CEILING UNDER**

**THIS CHAPTER, WHERE THE MEMBER IS EITHER THE LANDLORD OF THE PROPERTY OR A TENANT RESIDING IN THE PROPERTY THAT IS INVOLVED IN THE PETITION. CLARIFICATION AND RECOMMENDATIONS CONCERNING SITUATIONS CAN BE REQUESTED OF THE CITY ETHICS COMMISSION.**

**§ 15-44. MEETINGS.**

**THE RENT STABILIZATION BOARD SHALL MEET NOT LESS THAN MONTHLY, UNLESS OTHERWISE DETERMINED BY THE BOARD, AT A TIME, DATE AND PUBLIC PLACE SET BY IT. A SPECIAL MEETING OF THE BOARD MAY BE CALLED AT THE REQUEST OF THE CHAIRPERSON OR THE WRITTEN REQUEST OF A MAJORITY OF THE MEMBERS. THE REQUEST FOR A SPECIAL MEETING SHALL STATE THE PURPOSE OF THE MEETING AND THE MATTERS PROPOSED FOR ACTION. MINUTES OF THE MEETINGS SHALL BE KEPT AND PROMPTLY MADE AVAILABLE TO THE MAYOR AND CITY COUNCIL.**

**§ 15-45. OFFICERS.**

**THE BOARD, BY A MAJORITY VOTE THEREOF, SHALL ELECT ANNUALLY A CHAIRPERSON AND VICE-CHAIRPERSON FROM ITS MEMBERSHIP. THE CHAIRPERSON SHALL PRESIDE AT ALL MEETINGS OF THE BOARD. IN THE CHAIRPERSON'S ABSENCE, THE VICE-CHAIRPERSON SHALL PRESIDE AT MEETINGS OF THE BOARD. THE CHAIRPERSON AND THE VICE-CHAIRPERSON MAY PERFORM SUCH OTHER DUTIES AS THE BOARD**

**MAY AGREE UPON.**

**§ 15-46. CONSULTANTS.**

**THE BOARD MAY RECOMMEND TO THE MAYOR AND CITY COUNCIL THE HIRING OF SUCH TECHNICAL CONSULTANTS, AS MAY BE NECESSARY FROM TIME TO TIME TO CARRY OUT ITS DUTIES. SUCH RECOMMENDATIONS SHALL FOLLOW NORMAL CITY PROCEDURES FOR THE HIRING OF CONSULTANTS.**

**§ 15-47. BYLAWS.**

**THE BOARD SHALL PROMPTLY ADOPT WRITTEN BYLAWS, SUBJECT TO THE APPROVAL OF THE MAYOR AND CITY COUNCIL.**

**§ 15-48. POWERS AND DUTIES.**

**THE DUTIES OF THE RENT STABILIZATION BOARD ARE AS FOLLOWS:**

**A. TO CARRY OUT THE PROVISIONS OF THIS CHAPTER AND TO PROMULGATE SUCH POLICIES, RULES, AND REGULATIONS AS WILL FUTHER THE PURPOSES AND PROVISIONS OF THIS CHAPTER. THE BOARD SHALL PUBLICIZE ITS RULES AND REGULATIONS PRIOR TO PROMULGATION IN AT LEAST ONE NEWSPAPER OF GENERAL CIRCULATION IN THE CITY OF COLLEGE PARK. ALL SUCH POLICIES, RULES AND REGULATIONS SHALL BE FORWARDED TO THE MAYOR**

AND CITY COUNCIL FOR ITS APPROVAL PRIOR TO BECOMING EFFECTIVE.

**B. TO RECOMMEND TO THE CITY FOR ADOPTION, SUCH ORDINANCES AS MAY BE NECESSARY TO CARRY OUT THE PURPOSES OF THIS CHAPTER.**

**C. TO MAKE SUCH STUDIES, SURVEYS AND INVESTIGATIONS, AND TO CONDUCT SUCH HEARINGS AND OBTAIN SUCH INFORMATION AS IT DEEMS NECESSARY IN ADMINISTERING AND ENFORCING THIS CHAPTER, AND THE REGULATIONS AND ORDERS PROMULGATED HEREUNDER.**

**D. TO CONDUCT PUBLIC HEARINGS, ADMINISTER OATHS AND AFFIRMATIONS, AND TO REQUEST PERSONS TO ATTEND AND TESTIFY AS A WITNESS BEFORE THE BOARD AND TO PRODUCE ANY AND ALL NECESSARY RELEVANT DOCUMENTS. ANY PERSON WHO RENTS OR OFFERS FOR RENT OR ACTS AS BROKER OR AGENT FOR THE RENTAL OF ANY RENTAL UNIT MAY BE REQUIRED TO FURNISH UNDER OATH ANY INFORMATION REQUIRED BY THE BOARD AND TO PRODUCE RECORDS AND OTHER DOCUMENTS AND REPORTS.**

**E. TO PROVIDE ANALYSIS AND INPUT RELATIVE TO ANY ISSUE REFERRED TO IT BY THE MAYOR AND CITY COUNCIL.**

**F. TO DETERMINE AND SET RENT LEVELS, WHETHER THROUGH GENERAL OR INDIVIDUAL ADJUSTMENTS, OF ANY UNIT**

**SUBJECT TO THIS CHAPTER.**

**G. REQUIRE REGISTRATION OF ALL RENTAL UNITS SUBJECT TO THIS CHAPTER.**

**H. MAKE ADJUSTMENTS IN THE RENT CEILING IN ACCORDANCE WITH CHAPTER 127.**

**I. SET RENTS AT FAIR AND EQUITABLE LEVELS IN VIEW OF AND IN ORDER TO ACHIEVE THE PURPOSES OF CHAPTER 127.**

**J. REPORT ANNUALLY TO THE MAYOR AND CITY COUNCIL ON THE STATUS OF RENTAL HOUSING UNITS COVERED BY CHAPTER 127.**

**K. REQUEST THE CITY COUNCIL TO REMOVE RENT CONTROLS.**

**L. OTHER POWERS CONFERRED ON THE BOARD BY THE MAYOR AND CITY COUNCIL THAT ARE NECESSARY TO CARRY OUT THE PURPOSES OF CITY CODE, CHAPTER 127 WHICH ARE NOT INCONSISTENT WITH THE TERMS OF THIS CHAPTER.**

**§ 15-49. RULES AND REGULATIONS.**

**ALL RULES AND REGULATIONS, DECISIONS, ORDERS, AND POLICIES OF THE BOARD SHALL BE KEPT IN THE CITY CLERK'S OFFICE AND SHALL BE AVAILABLE TO THE PUBLIC FOR INSPECTION AND COPYING. THE BOARD SHALL ALSO MAINTAIN AND KEEP IN THE CITY CLERK'S OFFICE ALL HEARING DOCKETS, WHICH SHALL BE AVAILABLE FOR PUBLIC INSPECTION.**

**§ 15-50. QUORUM.**

**FIVE COMMISSIONERS SHALL CONSTITUTE A QUORUM FOR THE BOARD.**

**§ 15-51. VOTING.**

**THE AFFIRMATIVE VOTE OF FOUR MEMBERS OF THE BOARD IS REQUIRED FOR A DECISION, INCLUDING ALL MOTIONS, RULES, REGULATIONS, AND ORDERS OF THE BOARD.**

**§ 15-52. EXPENSES.**

**THE REASONABLE AND NECESSARY EXPENSES OF THE PROGRAM SHALL BE FINANCED VIA AN ANNUAL REGISTRATION FEE THAT SHALL BE CHARGED TO LANDLORDS IN AN AMOUNT ESTABLISHED BY THE MAYOR AND CITY COUNCIL. SUCH REGISTRATION FEES SHALL NOT BE PASSED ON TO TENANTS IN THE FORM OF RENT INCREASES.**

**§ 15-53. STAFF.**

**THE CITY'S DEPARTMENT OF PUBLIC SERVICES SHALL ASSIST THE BOARD AS NECESSARY, BE RESPONSIBLE FOR MAKING ARRANGEMENTS FOR AND PROVIDING NOTIFICATION OF ANY MEETINGS OR PUBLIC HEARINGS, PRESENTING RELEVANT REPORTS OR INFORMATION, PROVIDING**



**APPROPRIATE RESOURCE MATERIALS, KEEPING THE MINUTES OF THE BOARD, AND SHALL HAVE CUSTODY AND CONTROL OVER ALL OF THE DOCUMENTS GENERATED BY THE BOARD.**

**§ 15-54. REGISTRATION.**

**THE BOARD SHALL REQUIRE THE REGISTRATION OF ALL RENTAL UNITS COVERED BY THIS CHAPTER AS PROVIDED FOR IN §127-5. THE BOARD MAY ALSO REQUIRE LANDLORDS TO PROVIDE CURRENT INFORMATION SUPPLEMENTING THEIR REGISTRATION STATEMENTS.**

**Section 2. NOW, THEREFORE, BE IT FURTHER ORDAINED AND ENACTED,**  
by the Mayor and Council of the City of College Park, Maryland that Chapter 127 “Rent Stabilization” be, and is hereby, enacted to read as follows:

**CHATER 127**

**RENT STABILIZATION**

- § 127-1. PURPOSE.**
- § 127-2. APPLICABILITY.**
- § 127-3. DEFINITIONS.**
- § 127-4. ESTABLISHMENT OF RENT CEILING.**
- § 127-5. REGISTRATION.**
- § 127-6. RENT STABILIZATION ALLOWANCE.**
- § 127-7. INDIVIDUAL ADJUSTMENTS OF RENT CEILINGS.**
- § 127-8. MUNICIPAL INFRACTION.**
- § 127-9. HARDSHIP EXEMPTION.**
- § 127-10. PARTIAL INVALIDITY.**
- § 127-11. NONWAIVERABILITY.**
- § 127-12. JUDICIAL REVIEW.**
- § 127-13. EXPIRATION DATE.**

**§ 127-1. PURPOSE.**

**A. CITY OF COLLEGE PARK RESIDENTS SHOULD HAVE DECENT HOUSING IN PLEASANT NEIGHBORHOODS AT PRICES THEY CAN AFFORD. THE CITY OF COLLEGE PARK HOUSING PLAN, APPROVED JUNE 10, 2003, ESTABLISHES THE FOLLOWING POLICIES, AMONG OTHERS:**

**1. TO ENCOURAGE THE UNIVERSITY OF MARYLAND AND THE PRIVATE SECTOR TO PROVIDE SUITABLE HOUSING TO MEET THE NEEDS OF UNDERGRADUATE AND GRADUATE STUDENTS ON OR NEAR CAMPUS.**

**2. TO ENCOURAGE THE AVAILABILITY OF HOUSING FOR HOUSEHOLDS OF ALL INCOME LEVELS, AND TO PRESERVE, MAINTAIN AND IMPROVE EXISTING HOUSING.**

**3. TO STRENGTHEN COLLEGE PARK NEIGHBORHOODS BY REDUCING THE NUMBER OF SINGLE-FAMILY HOMES THAT ARE RENTAL PROPERTIES.**

**4. TO ENCOURAGE PRIVATE REINVESTMENT BY HOMEOWNERS CONSISTENT WITH A NEIGHBORHOOD'S CHARACTER.**

**B. THE COLLEGE PARK CITY COUNCIL FINDS THAT THERE IS A PATTERN OF STEADILY RISING RENTS, AND A SHORTAGE OF AFFORDABLE WELL-MAINTAINED HOUSING, AND THAT THE RATE OF DETERIORATION OF**

**THE EXISTING HOUSING STOCK IN THE CITY HAS INCREASED IN RECENT YEARS. THE COLLEGE PARK CITY COUNCIL FURTHER FINDS THAT THIS SITUATION POSES A THREAT TO THE PUBLIC HEALTH, SAFETY AND WELFARE OF THE CITIZENS OF THE CITY OF COLLEGE PARK.**

**C. THE PURPOSES OF THIS CHAPTER ARE TO REGULATE RESIDENTIAL RENT INCREASES IN THE CITY OF COLLEGE PARK AND TO PROTECT TENANTS FROM UNWARRANTED RENT INCREASES, IN ORDER TO HELP MAINTAIN THE DIVERSITY OF THE COMMUNITY. THIS CHAPTER IS DESIGNED TO PRESERVE THE PUBLIC PEACE, HEALTH, SAFETY AND WELFARE AND TO ADVANCE THE HOUSING POLICIES OF THE CITY.**

**§ 127-2. APPLICABILITY.**

**THIS CHAPTER SHALL APPLY TO ALL REAL PROPERTY THAT IS BEING RENTED OR IS AVAILABLE FOR RENT FOR RESIDENTIAL USE, IN WHOLE OR IN PART, EXCEPT FOR THE FOLLOWING:**

**A. PROPERTY OWNED BY THE STATE OF MARYLAND OR THE FEDERAL GOVERNMENT.**

**B. RENTAL UNITS THAT ARE RENTED PRIMARILY TO TRANSIENT GUESTS FOR USE OR OCCUPANCY FOR FEWER THAN FOURTEEN CONSECUTIVE DAYS IN ESTABLISHMENTS SUCH AS HOTELS, MOTELS, INNS, TOURIST HOMES, AND ROOMING AND BOARDING HOUSES; HOWEVER, THE**

**PAYMENT OF RENT EVERY FOURTEEN DAYS OR FEWER SHALL NOT BY ITSELF EXEMPT ANY UNIT FROM COVERAGE BY THIS CHAPTER.**

**C. RENTAL UNITS IN ANY COLLEGE OR SCHOOL DORMITORY OPERATED EXCLUSIVELY FOR EDUCATIONAL PURPOSES.**

**D. NURSING HOME OR CHARITABLE HOME FOR THE AGED, NOT ORGANIZED OR OPERATED FOR PROFIT.**

**E. APARTMENT BUILDINGS AS DEFINED IN § 127.3.**

**§ 127-3. DEFINITIONS.**

**A. “APARTMENT BUILDING” MEANS A BUILDING CONTAINING 3 OR MORE DWELLING UNITS WHICH CONTAIN ONE OR MORE ROOMS SUITABLE FOR OCCUPANCY AS A RESIDENCE AND THAT CONTAIN A KITCHEN AND BATHROOM FACILITIES. IT DOES NOT INCLUDE A TRIPLEX, QUADRAPLEX OR FRATERNITY OR SORORITY HOUSE.**

**B. “ASSESSED VALUE” MEANS THE PHASED-IN FULL CASH VALUE ESTABLISHED BY THE MARYLAND STATE DEPARTMENT OF ASSESSMENTS AND TAXATION PURSUANT TO THE ANNOTATED CODE OF MARYLAND, REAL PROPERTY ARTICLE, AS ADJUSTED EVERY THREE YEARS.**

**C. “BASE RENT CEILING” MEANS THE MAXIMUM ALLOWABLE RENT ESTABLISHED UNDER §127-5 OF THIS CHAPTER.**

**D. “BOARD” REFERS TO THE RENT STABILIZATION BOARD ESTABLISHED BY THIS CHAPTER.**

**E. “DWELLING UNIT” MEANS ANY ROOM OR GROUP OF ROOMS LOCATED WITHIN A STRUCTURE AND FORMING A SINGLE HABITABLE UNIT, WITH FACILITIES WHICH ARE USED OR INTENDED TO BE USED FOR LIVING, SLEEPING, COOKING AND EATING PURPOSES.**

**F. “HOUSING SERVICES” INCLUDE, BUT ARE NOT LIMITED TO, REPAIRS; MAINTENANCE; PAINTING; PROVIDING LIGHT, HOT AND COLD WATER, ELEVATOR SERVICE, WINDOW SHADES AND SCREENS, AND STORAGE; PROVIDING KITCHEN, BATH AND LAUNDRY FACILITIES AND/OR PRIVILEGES; JANITORIAL SERVICES; REFUSE REMOVAL; FURNISHINGS; TELEPHONE; PARKING FACILITIES AND ANY OTHER BENEFIT, PRIVILEGE OR FACILITY CONNECTED WITH THE USE OR OCCUPANCY OF ANY RENTAL UNIT. SERVICES TO A RENTAL UNIT SHALL INCLUDE A PROPORTIONATE PART OF SERVICES PROVIDED TO COMMON FACILITIES OF THE BUILDING IN WHICH THE RENTAL UNIT IS CONTAINED.**

**G. “LANDLORD” MEANS AN OWNER OF RECORD, LESSOR, SUBLESSOR OR ANY OTHER PERSON OR ENTITY ENTITLED TO RECEIVE RENT FOR THE USE OR OCCUPANCY OF ANY RENTAL UNIT, OR AN AGENT, REPRESENTATIVE OR SUCCESSOR OF ANY OF THE FOREGOING.**

**H. “PROPERTY” MEANS A PARCEL OF REAL PROPERTY WHICH IS ASSESSED AND TAXED AS AN UNDIVIDED WHOLE.**

**I. “RENT” MEANS THE CONSIDERATION, INCLUDING ANY DEPOSIT, BONUS, BENEFIT, SERVICE RENDERED, OR GRATUITY DEMANDED OR**

**RECEIVED IN CONNECTION WITH THE USE OR OCCUPANCY OF RENTAL UNITS AND THE PROVISION OF HOUSING SERVICES. SUCH CONSIDERATION SHALL INCLUDE, BUT IS NOT LIMITED TO, MONIES AND FAIR MARKET VALUE OF GOODS OR SERVICES RENDERED TO, OR FOR THE BENEFIT OF, THE LANDLORD UNDER A RENTAL AGREEMENT.**

**J. “RENTAL AGREEMENT” MEANS AN AGREEMENT, ORAL, WRITTEN OR IMPLIED, BETWEEN A LANDLORD AND A TENANT FOR USE OR OCCUPANCY OF A RENTAL UNIT AND FOR HOUSING SERVICES.**

**K. “RENTAL UNIT” MEANS ANY BUILDING, STRUCTURE, OR PART THEREOF, OR LAND APPURTENANT THERETO, OR ANY OTHER REAL OR PERSONAL PROPERTY RENTED OR OFFERED FOR RENT FOR RESIDENTIAL USE OR OCCUPANCY, LOCATED IN THE CITY OF COLLEGE PARK, TOGETHER WITH ALL HOUSING SERVICES CONNECTED WITH USE OR OCCUPANCY OF SUCH PROPERTY SUCH AS COMMON AREAS AND RECREATIONAL FACILITIES HELD OUT FOR USE BY THE TENANT.**

**L. “RENT CEILING” MEANS THE MAXIMUM ALLOWABLE RENT WHICH A LANDLORD MAY CHARGE ON ANY RENTAL UNIT COVERED BY THIS CHAPTER.**

**M. “TENANT” MEANS ANY RENTER, TENANT, SUBTENANT, LESSEE, OR SUBLESSEE OF A RENTAL UNIT, OR SUCCESSOR TO A RENTER’S INTEREST, OR ANY GROUP OF TENANTS, SUBTENANTS, LESSEES, OR SUBLESSEE OF ANY RENTAL UNIT, OR ANY OTHER PERSON ENTITLED TO THE USE OR**

**OCCUPANCY OF SUCH RENTAL UNIT.****§ 127-4. ESTABLISHMENT OF RENT CEILING.**

**A. NO LANDLORD SHALL CHARGE RENT FOR ANY CONTROLLED RENTAL UNIT IN AN AMOUNT MORE THAN THE FAIR MARKET RENT LEVEL ESTABLISHED ANNUALLY BY THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR THE WASHINGTON METROPOLITAN STATISTICAL AREA OR 1% OF THE PROPERTY'S ASSESSED VALUE FOR PROPERTY TAXES IN A GIVEN YEAR, WHICHEVER IS GREATER. EXCEPT THAT IN THE CASE OF DUPLEXES, TRIPLEXES AND QUADRAPLEXES, THE COMBINED MONTHLY RENT FOR ALL RENTAL UNITS LOCATED THEREIN SHALL NOT EXCEED 1.5% OF THE PROPERTY'S ASSESSED VALUE FOR PROPERTY TAXES IN A GIVEN YEAR, WHICHEVER IS GREATER, EXCEPT AS MAY BE PROVIDED IN § 127- 6 OR § 127-7. MAXIMUM RENTS OF ALL CONTROLLED RENTAL UNITS SHALL BE ADJUSTED FURTHER TO ESTABLISH BASE RENT LEVELS CONSISTENT WITH PRINCIPLES OF FAIR RENTS BASED ON COSTS OF OPERATING EACH CONTROLLED RENTAL UNIT, WHILE ASSURING THE OWNER A FAIR NET OPERATING INCOME.**

**B. BEGINNING IN JANUARY 2007, AND EVERY THREE YEARS THEREAFTER, THE CITY COUNCIL MAY RECONSIDER THE CRITERIA FOR THE ESTABLISHMENT OF RENT CEILINGS, BASED, AMONG OTHER FACTORS, ON THE TRIENNIAL REASSESSMENTS OF PROPERTIES IN THE CITY.**

**§ 127-5. REGISTRATION.**

**A. THE BOARD SHALL REQUIRE ALL LANDLORDS SUBJECT TO THE PROVISIONS OF THIS CHAPTER TO FILE WITH THE BOARD BY SEPTEMBER 1, 2005, A RENT REGISTRATION STATEMENT FOR EACH RENTAL UNIT COVERED BY THIS CHAPTER.**

**B. LANDLORDS SHALL PROVIDE IN THEIR INITIAL RENT REGISTRATION STATEMENT THE FOLLOWING INFORMATION:**

- 1. THE ADDRESS OF EACH RENTAL UNIT;**
- 2. THE NAME AND ADDRESS OF THE LANDLORD(S) AND THE MANAGING AGENT, IF ANY;**
- 3. THE DATE ON WHICH THE LANDLORD RECEIVED LEGAL TITLE TO OR EQUITABLE INTEREST IN THE RENTAL UNIT;**
- 4. THE HOUSING SERVICES PROVIDED FOR THE RENTAL UNIT;**
- 5. THE RENT IN EFFECT AT THE TIME OF THE ADOPTION OF THIS CHAPTER;**
- 6. THE MAXIMUM RENT ALLOWED PURSUANT TO §127-4 ABOVE;**
- 7. THE AMOUNT OF ANY DEPOSITS OR OTHER MONIES IN ADDITION**



**TO PERIODIC RENT DEMANDED OR RECEIVED BY THE LANDLORD IN  
CONNECTION WITH THE USE OR OCCUPANCY OF THE RENTAL UNIT;  
AND**

**8. WHETHER THE RENTAL UNIT IS VACANT OR OCCUPIED.**

**C. ALL RENT REGISTRATION STATEMENTS PROVIDED BY  
LANDLORDS IN ACCORDANCE WITH THIS CHAPTER SHALL INCLUDE AN  
AFFIDAVIT SIGNED BY THE LANDLORD DECLARING UNDER PENALTY OF  
PERJURY THAT THE INFORMATION PROVIDED IN THE RENT REGISTRATION  
STATEMENT IS TRUE AND CORRECT.**

**D. THE FIRST ANNUAL REGISTRATION FEE SHALL BE PAID BY THE  
LANDLORDS TO THE BOARD NO LATER THAN DECEMBER 1, 2005.  
SUBSEQUENT ANNUAL REGISTRATION FEES SET IN ACCORDANCE WITH THIS  
CHAPTER SHALL BE PAID NO LATER THAN JULY 1 OF EACH YEAR.**

**E. THE BOARD SHALL PROVIDE FORMS FOR THE REGISTRATION  
INFORMATION REQUIRED BY THIS SECTION AND SHALL MAKE OTHER  
REASONABLE EFFORTS TO FACILITATE THE FULFILLMENT OF THE  
REQUIREMENTS SET FORTH IN THIS SECTION.**

**F. EVERY ANNUAL REGISTRATION FEE REQUIRED BY THIS  
CHAPTER WHICH IS NOT PAID ON OR BEFORE JULY 1 IS DECLARED  
DELINQUENT. ANY ANNUAL REGISTRATION FEE REQUIRED BY THIS  
CHAPTER WHICH IS NOT PAID BY JULY 1 SHALL BE INCREASED BY ONE  
HUNDRED PERCENT OF THE FEE SO DELINQUENT. EVERY SIX MONTHS THAT**

THE FEE REMAINS DELINQUENT, THE FEE SHALL BE INCREASED BY ONE HUNDRED PERCENT OF THE ORIGINAL FEE. THE BOARD MAY WAIVE THE INCREASE IN THE FEE IF PAYMENT IS MADE WITHIN THIRTY DAYS OF THE ORIGINAL DUE DATE.

A LANDLORD MAY REQUEST THE BOARD TO WAIVE ALL OR PART OF THE PENALTY IF HE/SHE CAN SHOW GOOD CAUSE FOR THE DELINQUENT PAYMENT.

G. WITHIN THIRTY DAYS AFTER THE FILING OF A RENT REGISTRATION STATEMENT, THE BOARD SHALL PROVIDE A TRUE AND CORRECT COPY OF SAID STATEMENT TO THE OCCUPANT OF THE RESPECTIVE UNIT.

H. A LANDLORD SHALL REGISTER A DWELLING UNIT WITHIN SIXTY DAYS OF THE DATE ON WHICH IT BECOMES COVERED BY THIS CHAPTER. THE REGISTRATION FEE FOR FIRST-TIME REGISTRATION SHALL BE PRO-RATED BASED UPON THE NUMBER OF MONTHS REMAINING TO THE NEXT JULY 1 ANNUAL REGISTRATION DEADLINE. THIS SUBSECTION SHALL ALSO APPLY TO NEW CONSTRUCTION MEETING THE DEFINITION OF RENTAL UNITS UNDER SECTION 127-2B, AND THE BASE RENT CEILING SHALL BE INITIALLY CALCULATED BASED UPON THE ASSESSED VALUE OF THE PROPERTY AFTER ISSUANCE OF USE AND OCCUPANCY PERMIT. THE BASE RENT CEILING FOR DWELLING UNITS CONVERTED AFTER THE EFFECTIVE DATE OF THIS CHAPTER SHALL BE BASED UPON THE ASSESSMENT FOR THE

**PROPERTY IN EFFECT AT THE TIME OF CONVERSION, SUBJECT TO ADJUSTMENT AS DEEMED APPROPRIATE BY THE BOARD.**

**I. NO LANDLORD SHALL BE DEEMED TO BE IN COMPLIANCE WITH THIS SECTION WITH RESPECT TO A GIVEN UNIT UNTIL THE LANDLORD HAS COMPLETED REGISTRATION FOR ALL COVERED UNITS IN THE SAME PROPERTY. REGISTRATION SHALL BE DEEMED COMPLETE WHEN ALL REQUIRED INFORMATION HAS BEEN PROVIDED AND ALL OUTSTANDING FEES HAVE BEEN PAID.**

**J. REGISTRATION FEES SHALL NOT BE PASSED ALONG TO THE TENANTS WITHOUT THE EXPRESS, PRIOR APPROVAL OF THE BOARD. UNDER NO CIRCUMSTANCES SHALL PENALTIES BE PASSED ALONG TO TENANTS.**

**§ 127-6. RENT STABILIZATION ALLOWANCE. ADJUSTMENTS TO BASE RENTS.**

**AN ANNUAL RENT STABILIZATION ALLOWANCE SHALL BE ESTABLISHED, EFFECTIVE ON JULY 1 OF EACH YEAR. THIS RENT STABILIZATION ALLOWANCE SHALL EQUAL ONE HUNDRED PERCENT (100%) OF THE CONSUMER PRICE INDEX, AS SPECIFIED IN THE DEPARTMENT OF PUBLIC SERVICES' REGULATIONS, APPLIED TO THE GREATER OF THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT'S FAIR MARKET RENT OR ONE PERCENT (1%) OF THE PROPERTY'S ASSESSED VALUE FOR PROPERTY TAXES. THE RENT STABILIZATION ALLOWANCE SHALL APPLY TO**

**ALL RENTAL UNITS SUBJECT TO THIS CHAPTER.**

**§ 127-7. INDIVIDUAL ADJUSTMENTS OF RENT CEILINGS.**

**A. PETITIONS. UPON RECEIPT OF A PETITION BY A LANDLORD AND/OR TENANT, THE RENT CEILING OF INDIVIDUAL CONTROLLED RENTAL UNITS MAY BE ADJUSTED UPWARD OR DOWNWARD IN ACCORDANCE WITH THE PROCEDURES SET FORTH ELSEWHERE IN THIS SECTION. THE PETITION SHALL BE ON THE FORM PROVIDED BY THE BOARD. THE BOARD MAY SET A REASONABLE PER UNIT FEE BASED UPON THE EXPENSES OF PROCESSING THE PETITION TO BE PAID BY THE PETITIONER AT THE TIME OF FILING. NO PETITION SHALL BE FILED BEFORE \_\_\_\_\_. NOTWITHSTANDING ANY OTHER PROVISION OF THIS SECTION, THE BOARD MAY REFUSE TO HOLD A HEARING AND/OR GRANT AN INDIVIDUAL RENT CEILING ADJUSTMENT FOR A RENTAL UNIT IF AN INDIVIDUAL HEARING HAS BEEN HELD AND DECISION MADE WITH REGARD TO THE RENT CEILING FOR SUCH UNIT WITHIN THE PREVIOUS SIX MONTHS.**

**B. HEARING PROCEDURE. THE BOARD SHALL ENACT RULES AND REGULATIONS GOVERNING HEARINGS AND APPEALS OF INDIVIDUAL ADJUSTMENTS OF RENT CEILINGS WHICH SHALL INCLUDE THE FOLLOWING:**

**1. HEARING. THE BOARD SHALL CONDUCT A HEARING REGARDING A PETITION FOR INDIVIDUAL ADJUSTMENTS OF RENT CEILINGS AND SHALL HAVE THE POWER TO ADMINISTER OATHS AND**

**AFFIRMATIONS.**

**2. NOTICE. THE BOARD SHALL NOTIFY THE LANDLORD IF THE PETITION WAS FILED BY THE TENANT, OR THE TENANT, IF THE PETITION WAS FILED BY THE LANDLORD, OF THE RECEIPT OF SUCH A PETITION AND A COPY THEREOF.**

**3. TIME OF HEARING. THE BOARD SHALL NOTIFY ALL PARTIES AS TO THE TIME, DATE AND PLACE OF THE HEARING.**

**4. RECORDS. THE BOARD MAY REQUIRE EITHER PARTY TO AN INDIVIDUAL RENT CEILING ADJUSTMENT HEARING TO PROVIDE IT WITH ANY BOOKS, RECORDS AND PAPERS DEEMED PERTINENT IN ADDITION TO THAT INFORMATION CONTAINED IN REGISTRATION STATEMENTS. THE BOARD SHALL REQUEST THE CITY TO CONDUCT A CURRENT BUILDING INSPECTION IF THE BOARD FINDS GOOD CAUSE TO BELIEVE THE BOARD'S CURRENT INFORMATION DOES NOT REFLECT THE CURRENT CONDITION OF THE CONTROLLED RENTAL UNIT. THE TENANT MAY REQUEST THE BOARD TO ORDER SUCH AN INSPECTION PRIOR TO THE DATE OF THE HEARING. ALL DOCUMENTS REQUIRED UNDER THIS SECTION SHALL BE MADE AVAILABLE TO THE PARTIES INVOLVED PRIOR TO THE HEARING AT THE OFFICE OF THE BOARD. IN CASES WHERE INFORMATION FILED IN A PETITION FOR AN INDIVIDUAL RENT CEILING ADJUSTMENT OR IN ADDITIONAL SUBMISSIONS FILED AT THE REQUEST OF THE BOARD IS INADEQUATE**

**OR FALSE, NO ACTION SHALL BE TAKEN ON SAID PETITION UNTIL THE DEFICIENCY IS REMEDIED.**

**5. OPEN HEARINGS. ALL INDIVIDUAL RENT CEILING ADJUSTMENT HEARINGS SHALL BE OPEN TO THE PUBLIC.**

**6. HEARING RECORD. THE BOARD SHALL MAKE AVAILABLE FOR INSPECTION AND COPYING BY ANY PERSON AN OFFICIAL RECORD WHICH SHALL CONSTITUTE THE EXCLUSIVE RECORD FOR DECISION ON THE ISSUES AT THE HEARING. THE RECORD OF THE HEARING, OR ANY PART OF ONE, SHALL BE OBTAINABLE FOR THE COST OF COPYING. THE RECORD OF THE HEARING SHALL INCLUDE: ALL EXHIBITS, PAPERS AND DOCUMENTS REQUIRED TO BE FILED OR ACCEPTED INTO EVIDENCE DURING THE PROCEEDINGS; A LIST OF PARTICIPANTS PRESENT; A SUMMARY OF ALL TESTIMONY ACCEPTED IN THE PROCEEDINGS; A STATEMENT OF ALL MATERIALS OFFICIALLY NOTICED; ALL RECOMMENDED DECISIONS, ORDERS AND/OR RULINGS; ALL FINAL DECISIONS, ORDERS AND/OR RULINGS, AND THE REASONS FOR EACH FINAL DECISION, ORDER AND/OR RULING. ANY PARTY MAY HAVE THE PROCEEDING TAPE RECORDED OR OTHERWISE TRANSCRIBED AT HIS OR HER OWN EXPENSE.**

**7. QUANTUM OF PROOF AND NOTICE OF DECISION. NO INDIVIDUAL RENT CEILING ADJUSTMENT SHALL BE GRANTED UNLESS SUPPORTED BY THE PREPONDERANCE OF THE EVIDENCE SUBMITTED**

**AT THE HEARING. ALL PARTIES TO A HEARING SHALL BE SENT A NOTICE OF THE DECISION AND A COPY OF THE FINDINGS OF FACT AND LAW UPON WHICH SAID DECISION IS BASED. AT THE SAME TIME, PARTIES TO THE PROCEEDINGS SHALL ALSO BE NOTIFIED OF THEIR RIGHT TO APPEAL AND/OR SEEK JUDICIAL REVIEW OF THE DECISION.**

**8. CONSOLIDATION. ALL LANDLORD PETITIONS PERTAINING TO TENANTS IN THE SAME BUILDING SHALL BE CONSOLIDATED FOR HEARING, AND ALL PETITIONS FILED BY TENANTS OCCUPYING THE SAME BUILDING SHALL BE CONSOLIDATED FOR HEARING UNLESS THERE IS A SHOWING OF GOOD CAUSE NOT TO CONSOLIDATE SUCH PETITIONS.**

**9. APPEAL. ANY PERSON AGGRIEVED BY THE DECISION OF THE BOARD MAY APPEAL THE DECISION TO THE MAYOR AND CITY COUNCIL. AN APPEAL TO THE MAYOR AND CITY COUNCIL SHALL BE FILED NO LATER THAN THIRTY DAYS FROM THE NOTICE OF THE DECISION OF THE BOARD.**

**ALL SUCH APPEALS TO THE MAYOR AND CITY COUNCIL SHALL BE ON THE RECORD MADE BEFORE THE BOARD. ON APPEAL, THE MAYOR AND CITY COUNCIL SHALL AFFIRM, REVERSE, REMAND, OR MODIFY THE DECISION OF THE BOARD.**

**THE MAYOR AND CITY COUNCIL MAY SET A REASONABLE APPEAL FEE TO BE PAID BY THE APPELLANT AT THE TIME OF FILING**

**THE APPEAL.**

**10. FINALITY OF DECISION. THE DECISION OF THE BOARD SHALL BE THE FINAL DECISION OF THE BOARD IN THE EVENT OF NO APPEAL TO THE MAYOR AND CITY COUNCIL. THE DECISION OF THE BOARD SHALL NOT BE STAYED PENDING APPEAL; HOWEVER, IN THE EVENT THAT THE MAYOR AND CITY COUNCIL REVERSES OR MODIFIES THE DECISION OF THE BOARD, THE MAYOR AND CITY COUNCIL SHALL ORDER THE APPROPRIATE PARTY TO MAKE RETROACTIVE PAYMENTS TO RESTORE THE PARTIES TO THE POSITION THEY WOULD HAVE OCCUPIED HAD THE BOARD'S DECISION BEEN THE SAME AS THAT OF THE MAYOR AND CITY COUNCIL.**

**11. TIME FOR DECISION. THE RULES AND REGULATIONS ADOPTED BY THE BOARD SHALL PROVIDE FOR FINAL BOARD ACTION ON ANY INDIVIDUAL RENT ADJUSTMENT PETITION WITHIN ONE HUNDRED AND TWENTY DAYS FOLLOWING THE DATE OF FILING OF THE INDIVIDUAL RENT CEILING ADJUSTMENT PETITION, UNLESS THE CONDUCT OF THE PETITIONER OR OTHER GOOD CAUSE IS RESPONSIBLE FOR THE DELAY.**

**C. IN MAKING INDIVIDUAL ADJUSTMENTS OF THE RENT CEILING, THE BOARD SHALL CONSIDER THE PURPOSES OF THIS CHAPTER AND SHALL SPECIFICALLY CONSIDER ALL RELEVANT FACTORS, INCLUDING (BUT NOT LIMITED TO):**



1. INCREASES OR DECREASES IN PROPERTY TAXES;
2. UNAVOIDABLE INCREASES OR ANY DECREASES IN MAINTENANCE AND OPERATING EXPENSES;
3. THE COST OF PLANNED OR COMPLETED CAPITAL IMPROVEMENTS TO THE RENTAL UNIT (AS DISTINGUISHED FROM ORDINARY REPAIR, REPLACEMENT AND MAINTENANCE) WHERE SUCH CAPITAL IMPROVEMENTS ARE NECESSARY TO BRING THE PROPERTY INTO COMPLIANCE OR MAINTAIN COMPLIANCE WITH APPLICABLE LOCAL CODE REQUIREMENTS AFFECTING HEALTH AND SAFETY, AND WHERE SUCH CAPITAL IMPROVEMENT COSTS ARE PROPERLY AMORTIZED OVER THE LIFE OF THE IMPROVEMENT;
4. INCREASES OR DECREASES IN THE NUMBER OF TENANTS OCCUPYING THE RENTAL UNIT, LIVING SPACE, FURNITURE, FURNISHINGS, EQUIPMENT, OR OTHER HOUSING SERVICES PROVIDED, OR OCCUPANCY RULES;
5. SUBSTANTIAL DETERIORATION OF THE CONTROLLED RENTAL UNIT OTHER THAN AS A RESULT OF NORMAL WEAR AND TEAR;
6. FAILURE ON THE PART OF THE LANDLORD TO PROVIDE ADEQUATE HOUSING SERVICES, OR TO COMPLY SUBSTANTIALLY WITH APPLICABLE STATE RENTAL HOUSING LAWS, LOCAL HOUSING, HEALTH AND SAFETY CODES, OR THE RENTAL AGREEMENT;

**7. THE PATTERN OF RECENT RENT INCREASES OR DECREASES;**

**8. THE LANDLORD'S RATE OF RETURN ON INVESTMENT. IN DETERMINING SUCH RETURN, ALL RELEVANT FACTORS, INCLUDING BUT NOT LIMITED TO THE FOLLOWING SHALL BE CONSIDERED: THE LANDLORD'S ACTUAL CASH DOWN PAYMENT, METHOD OF FINANCING THE PROPERTY, AND ANY FEDERAL OR STATE TAX BENEFITS ACCRUING TO LANDLORD AS A RESULT OF OWNERSHIP OF THE PROPERTY;**

**9. WHETHER OR NOT THE PROPERTY WAS ACQUIRED OR IS HELD AS A LONG-TERM OR SHORT-TERM INVESTMENT; AND**

**10. WHETHER OR NOT THE LANDLORD HAS RECEIVED RENT IN VIOLATION OF THE TERMS OF THIS CHAPTER OR HAS OTHERWISE FAILED TO COMPLY WITH THE CHAPTER.**

**IT IS THE INTENT OF THIS CHAPTER THAT INDIVIDUAL UPWARD ADJUSTMENTS IN THE RENT CEILINGS ON UNITS BE MADE ONLY WHEN THE LANDLORD DEMONSTRATES THAT SUCH ADJUSTMENTS ARE NECESSARY TO PROVIDE THE LANDLORD WITH A FAIR RETURN ON INVESTMENT.**

**D. NO INDIVIDUAL UPWARD ADJUSTMENT OF A RENT CEILING SHALL BE AUTHORIZED BY THE BOARD BY REASON OF INCREASED INTEREST OR OTHER EXPENSES RESULTING FROM THE LANDLORD'S REFINANCING**

**THE RENTAL UNIT IF, AT THE TIME THE LANDLORD REFINANCED, THE LANDLORD COULD REASONABLY HAVE FORESEEN THAT SUCH INCREASED EXPENSES COULD NOT BE COVERED BY THE RENT SCHEDULE THEN IN EXISTENCE, EXCEPT WHERE SUCH REFINANCING IS NECESSARY FOR THE LANDLORD TO MAKE CAPITAL IMPROVEMENTS. THIS PARAGRAPH SHALL ONLY APPLY TO THAT PORTION OF THE INCREASED EXPENSES RESULTING FROM THE REFINANCING THAT WERE REASONABLY FORESEEABLE AT THE TIME OF THE REFINANCING OF THE RENTAL UNIT AND SHALL ONLY APPLY TO RENTAL UNITS REFINANCED AFTER THE DATE OF ADOPTION OF THIS CHAPTER.**

**E. EXCEPT FOR CASES OF INDIVIDUAL HARDSHIP, NO INDIVIDUAL UPWARD ADJUSTMENT OF A RENT CEILING SHALL BE AUTHORIZED BY THE BOARD BECAUSE OF THE LANDLORD'S INCREASED INTEREST OR OTHER EXPENSES RESULTING FROM THE SALE OF THE PROPERTY, IF AT THE TIME THE LANDLORD ACQUIRED THE PROPERTY, THE LANDLORD COULD HAVE REASONABLY FORESEEN THAT SUCH INCREASED EXPENSES WOULD NOT BE COVERED BY THE RENT SCHEDULE THEN IN EFFECT. THIS SUBSECTION SHALL ONLY APPLY TO RENTAL UNITS ACQUIRED AFTER THE DATE OF ADOPTION OF THIS CHAPTER.**

**F. NO UPWARD ADJUSTMENT OF AN INDIVIDUAL RENT CEILING SHALL BE AUTHORIZED BY THE BOARD UNDER THIS SECTION IF THE LANDLORD:**

1. HAS CONTINUED TO FAIL TO COMPLY, AFTER ORDER OF THE BOARD, WITH ANY PROVISIONS OF THIS CHAPTER AND/OR ORDERS OR REGULATIONS ISSUED THEREUNDER BY THE BOARD, OR

2. HAS FAILED TO BRING THE RENTAL UNIT INTO COMPLIANCE WITH THE IMPLIED WARRANTY OF HABITABILITY.

G. ALLOWABLE RENT INCREASES PURSUANT TO AN INDIVIDUAL UPWARD ADJUSTMENT OF THE RENT CEILING SHALL BECOME EFFECTIVE ONLY AFTER THE LANDLORD GIVES THE TENANT AT LEAST A THIRTY DAY WRITTEN NOTICE OF SUCH RENT INCREASE AND THE NOTICE PERIOD EXPIRES.

H. IF THE BOARD MAKES A DOWNWARD INDIVIDUAL ADJUSTMENT OF THE RENT CEILING, SUCH RENT DECREASE SHALL TAKE EFFECT NO LATER THAN THIRTY DAYS AFTER THE EFFECTIVE DATE SET BY THE BOARD FOR THE DOWNWARD ADJUSTMENT.

I. NO PROVISION OF THIS CHAPTER SHALL BE APPLIED SO AS TO PROHIBIT THE BOARD FROM GRANTING AN INDIVIDUAL RENT ADJUSTMENT THAT IS DEMONSTRATED NECESSARY BY THE LANDLORD TO PROVIDE THE LANDLORD WITH A FAIR RETURN ON INVESTMENT.

§ 127-8. MUNICIPAL INFRACTION. NOTIFICATION OF VIOLATIONS; HEARINGS

A. NOTICE; FINE.

**1. WHENEVER THE PUBLIC SERVICES DIRECTOR DETERMINES THAT THERE ARE REASONABLE GROUNDS TO BELIEVE THAT THERE HAS BEEN A VIOLATION OF ANY PROVISION OF THIS ARTICLE OR OF ANY RULE OR REGULATION ADOPTED PURSUANT THERETO, HE/SHE SHALL GIVE NOTICE OF SUCH ALLEGED VIOLATION TO THE PERSON OR PERSONS RESPONSIBLE THEREFOR, AS HEREINAFTER PROVIDED. SUCH NOTICE SHALL:**

- (A) BE PUT IN WRITING.**
- (B) INCLUDE A STATEMENT OF THE REASONS WHY IT IS BEING ISSUED.**
- (C) STATE A REASONABLE TIME FOR THE PERFORMANCE OF ANY ACT IT REQUIRES.**
- (D) SERVED UPON THE OWNER OR HIS/HER AGENT OR THE BE OCCUPANT OR THE OPERATOR, AS THE CASE MAY REQUIRE, PROVIDED THAT SUCH NOTICE SHALL BE DEEMED TO BE PROPERLY SERVED UPON SUCH OWNER OR AGENT OR UPON SUCH OCCUPANT OR OPERATOR IF A COPY THEREOF IS SENT BY CERTIFIED MAIL TO HIS/HER LAST KNOWN ADDRESS OR IF A COPY IS POSTED IN A CONSPICUOUS PLACE IN OR ABOUT THE RENTAL UNIT AFFECTED BY THE NOTICE OR IF HE/SHE SERVED WITH SUCH NOTICE BY ANY OTHER METHOD AUTHORIZED OR**

**REQUIRED UNDER THE LAWS OF THIS STATE.**

- (E) CONTAIN THE FOLLOWING ITEMS:**
- (1) AN OUTLINE OF REMEDIAL ACTION TO BE TAKEN TO EFFECT COMPLIANCE WITH THE PROVISIONS OF THIS ARTICLE AND WITH RULES AND REGULATIONS ADOPTED PURSUANT THERETO.**
  - (2) THE REQUIREMENT THAT THE VIOLATION MUST BE FULLY CORRECTED WITHIN 30 DAYS FROM THE DATE OF THE NOTICE AND THAT, IN THE EVENT THAT HE/SHE FAILS TO DO SO WITHIN THE THIRTY-DAY PERIOD, A CITATION SHALL BE DELIVERED TO HIM/HER IN ACCORDANCE WITH THE PROVISIONS OF § C8-3 OF THE CITY CHARTER AND ARTICLE 23A, § 3(B)(2), OF THE ANNOTATED CODE OF MARYLAND ADVISING HIM/HER OF THE IMPOSITION OF A NONCOMPLIANCE CHARGE AS SET FORTH IN CHAPTER 110, FEES AND PENALTIES, PAYABLE TO THE CITY. IN THE EVENT THAT HE/SHE ELECTS NOT TO STAND TRIAL FOR THE VIOLATION AND THE VIOLATION IS NOT FULLY CORRECTED WITHIN THE FOLLOWING THIRTY-DAY PERIOD, A SECOND CITATION SHALL BE DELIVERED TO HIM/HER WITH**

**THE IMPOSITION OF AN ADDITIONAL  
NONCOMPLIANCE CHARGE AS SET FORTH IN  
CHAPTER 110, FEES AND PENALTIES. FOR EACH  
SUCCESSIVE THIRTY-DAY PERIOD IN WHICH HE/SHE  
ELECTS NOT TO STAND TRIAL FOR THE VIOLATION  
AND THE VIOLATION IS NOT FULLY CORRECTED, AN  
ADDITIONAL CITATION SHALL BE DELIVERED TO  
HIM/HER ADVISING HIM/HER OF THE IMPOSITION OF  
AN ADDITIONAL NONCOMPLIANCE CHARGE AS SET  
FORTH IN CHAPTER 110, FEES AND PENALTIES.**

**2. THE PUBLIC SERVICES DEPARTMENT IS AUTHORIZED TO  
SEEK INJUNCTIVE RELIEF WHEN THE SITUATION SO WARRANTS.**

**B. ANY PERSON AFFECTED BY ANY NOTICE OR ORDER WHICH HAS  
BEEN ISSUED IN CONNECTION WITH THE ENFORCEMENT OF ANY PROVISION  
OF THIS ARTICLE MAY REQUEST AND SHALL BE GRANTED A HEARING ON  
THE MATTER BY THE BOARD, PROVIDED THAT SUCH PERSON SHALL, WITHIN  
10 DAYS AFTER SERVICE OF A NOTICE OR ORDER, FILE IN THE OFFICE OF  
THE PUBLIC SERVICES DIRECTOR A SIGNED, WRITTEN NOTICE OF APPEAL,  
REQUESTING A HEARING AND SETTING FORTH A BRIEF STATEMENT OF THE  
REASONS THEREFOR. UPON RECEIPT OF SUCH NOTICE OF APPEAL, THE  
PUBLIC SERVICES DIRECTOR SHALL FORTHWITH NOTIFY THE BOARD, AND  
THE BOARD SHALL SET A TIME AND PLACE FOR SUCH HEARING AND SHALL**

**GIVE THE PERSON APPEALING AND THE PUBLIC SERVICES DIRECTOR NOTICE THEREOF. THE BOARD SHALL DETERMINE SUCH APPEALS AS PROMPTLY AS PRACTICABLE.**

**C. AFTER SUCH HEARING, THE BOARD MAY AFFIRM, AMEND, MODIFY OR WITHDRAW THE NOTICE OR ORDER APPEALED FROM. THE DECISION OF THE BOARD SHALL CONSTITUTE AN ORDER, AND ANY PERSON WHO SHALL FAIL, REFUSE OR NEGLECT TO COMPLY WITH ANY SUCH ORDER SHALL BE GUILTY OF VIOLATING THE PROVISIONS OF THIS ARTICLE.**

**D. THE DECISION OF THE BOARD SHALL IN ALL CASES BE FINAL, EXCEPT THAT ANY PARTY DIRECTLY AGGRIEVED BY A DECISION OF THE BOARD MAY, PROVIDED THAT HE/SHE DOES SO WITHIN 30 DAYS AFTER THE RENDERING OF SUCH DECISION, APPEAL TO A COURT OF RECORD OF COMPETENT JURISDICITON FOR A FURTHER REVIEW, AND THE FINDINGS OF FACT OF SUCH BOARD SHALL BE CONCLUSIVE AND SUCH REVIEW SHALL BE LIMITED SOLELY TO ERRORS OF LAW AND QUESTIONS OF CONSTITUTIONALITY. THE DECISION OF THE BOARD IN ANY CASE ON APPEAL SHALL BE STAYED PENDING A DECISION OF THE COURT.**

**§ 127-9.       HARDSHIP EXEMPTION.**

**A. THE BOARD MAY GRANT TEMPORARY EXEMPTION FROM THE PROVISIONS OF THIS CHAPTER TO AN OWNER OF NOT MORE THAN ONE SINGLE FAMILY DWELLING UNITS, IF IT DETERMINES THAT SAID OWNER**



**WOULD OTHERWISE EXPERIENCE EXTREME FINANCIAL HARDSHIP BECAUSE OF MORTGAGE OR FINANCIAL OBLIGATIONS RELATED TO/THE PROPERTY INCURRED BEFORE THE EFFECTIVE DATE OF THIS ACT.**

**B. A TEMPORARY EXEMPTION UNDER THIS SECTION MAY BE GRANTED FOR A PERIOD NOT TO EXCEED TWO YEARS, RENEWABLE UPON PETITION.**

**C. THE BOARD SHALL INFORM ALL AFFECTED TENANTS OF A LANDLORD'S PETITION FOR EXEMPTION UNDER THIS SECTION. UPON REQUEST OF ONE OR MORE AFFECTED TENANT, THE BOARD OR ITS DESIGNEE SHALL HOLD AN ADMINISTRATIVE HEARING TO DETERMINE THE FACTS OF THE PETITION.**

**§ 127-10. PARTIAL INVALIDITY.**

**IF ANY PROVISION OF THIS CHAPTER OR APPLICATION THEREOF IS HELD TO BE INVALID, THIS INVALIDITY SHALL NOT AFFECT OTHER PROVISIONS OR APPLICATIONS OF THIS CHAPTER WHICH CAN BE GIVEN EFFECT WITHOUT THE INVALID PROVISIONS OR APPLICATIONS, AND TO THIS END THE PROVISIONS AND APPLICATIONS OF THIS CHAPTER ARE SEVERABLE.**

**§ 127-11. NONWAIVERABILITY.**

**ANY PROVISION IN A RENTAL AGREEMENT WHICH WAIVES OR**

**MODIFIES ANY PROVISION OF THIS CHAPTER IS CONTRARY TO PUBLIC POLICY AND VOID.**

**§ 127-12. JUDICIAL REVIEW.**

**A LANDLORD OR TENANT AGGRIEVED BY ANY ACTION OR DECISION OF THE BOARD MAY, WITHIN 30 DAYS OF THE BOARD'S DECISION SEEK JUDICIAL REVIEW IN A COURT OF APPROPRIATE JURISDICTION. APPEAL OF ANY DECISION OF THE BOARD SHALL BE MADE IN ACCORDANCE WITH THE MARYLAND RULES.**

**§ 127-13. EXPIRATION DATE.**

**THIS ORDINANCE SHALL EXPIRE AND SHALL BE NULL AND VOID AFTER THE FIRST DAY OF SEPTEMBER, 2009. THIS PROVISION, COMMONLY REFERRED TO AS A "SUNSET PROVISION," IS INCLUDED IN THIS ORDINANCE, THE EFFECTIVENESS OF AND THE NECESSITY FOR THIS CHAPTER WILL BE REVIEWED BY THE MAYOR AND CITY COUNCIL WITHIN A REASONABLE TIME AFTER ITS ADOPTION.**

**Section 3. NOW, THEREFORE, BE IT FURTHER ORDAINED AND ENACTED,** by the Mayor and Council of the City of College Park, Maryland that Chapter 110 "Fees and Penalties" be, and is hereby, enacted to read as follows:

**§ 110-1. Fees and interests.**

The following enumerations are the current fees, rates, charges and interests applicable in the City of College Park:

<b><u>Chapter/Section</u></b>	<b><u>Description</u></b>	<b><u>Fee/Interest</u></b>
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*	*	*	*	*
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**Ch. 127, RENT STABILIZATION**

<b><u>§ 127-5.</u></b>	<b><u>REGISTRATION FEE</u></b>	<b><u>\$</u></b>
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<b><u>§ 127-8.</u></b>	<b><u>FEE FOR PETITIONS FOR INDIVIDUAL ADJUSTMENTS OF RENT CEILINGS</u></b>	<b><u>\$</u></b>
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	<b><u>FEE FOR APPEAL OF BOARD DECISION TO THE MAYOR AND CITY COUNCIL</u></b>	<b><u>\$</u></b>
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*	*	*	*	*
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**§ 110-2. Penalties.**

Unless otherwise noted herein, the violation of a City ordinance or resolution is a municipal infraction. The following fines and/or imprisonment for violations of various ordinances or resolutions are applicable in the City of College Park:

<u>Chapter/Section</u>	<u>Violation</u>	<u>Penalty</u>
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\* \* \* \* \*

**Ch. 127, RENT STABILIZATION**

**§ 127-4. CHARGING RENT IN EXCESS OF MAXIMUM RENTS ALLOWED** \$

**§ 127-5. FAILURE TO REGISTER RENTAL UNITS SUBJECT TO CHAPTER 127** \$

**Section 4. NOW, THEREFORE, BE IT FURTHER ORDAINED AND ENACTED**

by the Mayor and Council of the City of College Park that, upon formal introduction of this proposed Ordinance, which shall be by way of a motion duly seconded and without any further vote, the City Clerk shall distribute a copy to each Council member and shall maintain a reasonable number of copies in the office of the City Clerk and shall publish this proposed ordinance or a fair summary thereof in a newspaper having a general circulation in the City of College Park together with a notice setting out the time and place for a public hearing thereon and for its consideration by the Council. The public hearing, hereby set for \_\_\_\_\_ P.M. on the \_\_\_\_\_ day of \_\_\_\_\_, 2005, shall follow the publication by at least seven (7) days, may be held separately or in connection with a regular or special Council meeting and may be adjourned from time to time. All persons interested shall have an opportunity to be heard. After the hearing, the Council may adopt the proposed ordinance with or without amendments or reject it. As soon as

practicable after adoption, the City Clerk shall have a fair summary of the Ordinance and notice of its adoption published in a newspaper having a general circulation in the City of College Park and available at the City's offices. This Ordinance shall become effective on \_\_\_\_\_, 2005 provided that a fair summary of this Ordinance is published at least once prior to the date of passage and once as soon as practical after the date of passage in a newspaper having general circulation in the City.

**INTRODUCED** by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the \_\_\_\_ day of \_\_\_\_\_ 2005.

**ADOPTED** by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the \_\_\_\_ day of \_\_\_\_\_ 2005.

**EFFECTIVE** the \_\_\_\_ day of \_\_\_\_\_, 2005.

**ATTEST:**

**THE CITY OF COLLEGE PARK,  
MARYLAND**

By: \_\_\_\_\_  
Caroline Lightfoot, City Clerk

By: \_\_\_\_\_  
Stephen A. Brayman, Mayor

**APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:**

\_\_\_\_\_  
Robert H. Levan, City Attorney



**ORDINANCE**  
**OF THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK, MARYLAND,**  
**AMENDING CITY CODE, CHAPTER 127 "RENT STABILIZATION", SECTION 127-3**  
**"DEFINITIONS" CLARIFYING THE DEFINITIONS OF**  
**"APARTMENT", "DUPLEX" AND "TRIPLEX,"**  
**ADDING A DEFINITION OF "QUADRAPLEX", AND ELIMINATING CERTAIN**  
**EXTRANEIOUS LANGUAGE, AND SECTION 127-4 "ESTABLISHMENT OF RENT**  
**CEILING" TO ADD SUBSECTION (C) CLARIFYING HOW THE RENT CEILING IS**  
**APPLIED.**

**WHEREAS**, pursuant to Md. Code Ann., Art. 23A, §2, the City of College Park, Maryland (hereinafter, the "City") has the power to pass such ordinances as it deems necessary to protect the health, safety and welfare of the citizens of the municipality; and

**WHEREAS**, on May 24, 2005, the Mayor and Council of the City of College Park enacted Ordinance 05-O-02 establishing a rent stabilization program in the City of College Park which became effective on June 14, 2005; and

**WHEREAS**, inquiries have been raised relating to the effect of said Ordinance on existing rent levels which may exceed the established rent ceiling; and

**WHEREAS**, it is not the intention of Chapter 127 to cause landlords or their successors in ownership of certain rental properties to reduce rents in effect on or before the effective date of Ordinance 05-O-02, but rather to stabilize future rent increases for such properties, and

**WHEREAS**, single family residences, duplexes, triplexes and quadriplexes are included within the scope of Chapter 127; and

**WHEREAS**, certain single family residences, duplexes, triplexes or quadraplexes have been internally subdivided into multi-unit structures; and

**WHEREAS**, it is the intention of the Mayor and Council of the City of College Park to clarify that included within the scope of Chapter 127 are single family residences, duplexes,

triplexes or quadraplexes, which have been internally subdivided to create additional dwelling units intended to be used for living, sleeping, cooking and eating purposes; and

**WHEREAS**, the Mayor and Council desire to eliminate certain extraneous language in the definitions.

**Section 1.** **NOW, THEREFORE BE IT ORDAINED AND ENACTED**, by the Mayor and Council of the City of College Park, Maryland that Chapter 127 “Rent Stabilization”, § 127-3 “Definitions” is hereby repealed and reenacted as follows:

**§ 127-3. DEFINITIONS.**

**A.** Apartment Building means a building containing 3 or more dwelling units, each of which contain one or more rooms suitable for occupancy as a residence and that contain a kitchen and bathroom facilities. It does not include ~~[single family residences]~~ a SINGLE FAMILY RESIDENCE, OR A DUPLEX, triplex or QUADRAPLEX AS DEFINED IN § 127-3, REGARDLESS OF THE NUMBER OF DWELLING UNITS CONTAINED IN THE STRUCTURE, or A fraternity or sorority house.

\* \* \* \* \*

**E.** \* \* \* \* \*

1. “Duplex” means a single structure BUILT TO CONTAIN ~~[containing]~~ two single-family dwelling units separated by a vertical or horizontal party wall with each unit having its own separate exterior entrance(s) and designed for use as a principal dwelling ~~[with its own plumbing, heating and electrical facilities]~~.

2. “Triplex” means a single structure BUILT TO CONTAIN ~~[containing]~~ three single-family dwelling units separated by a vertical or horizontal party wall with each unit



having its own separate exterior entrance(s) and designed for use as a principal dwelling [~~with its own plumbing, heating and electrical facilities~~].

3. "QUADRAPLEX" MEANS A SINGLE STRUCTURE BUILT TO CONTAIN FOUR SINGLE-FAMILY DWELLING UNITS SEPARATED BY A VERTICAL OR HORIZONTAL PARTY WALL WITH EACH UNIT HAVING ITS OWN SEPARATE EXTERIOR ENTRANCE(S) AND DESIGNED FOR USE AS A PRINCIPAL DWELLING.

\* \* \* \* \*

**Section 2. NOW, THEREFORE, BE IT FURTHER ORDAINED AND ENACTED**, by the Mayor and Council of the City of College Park, Maryland that "Chapter 127 "Rent Stabilization", § 127-4 "Establishment of Rent Ceiling", is hereby repealed and reenacted as follows:

**§ 127-4. ESTABLISHMENT OF RENT CEILING.**

\* \* \* \* \*

**C. NOTHING CONTAINED IN THIS § 127-4 SHALL BE CONSTRUED TO REQUIRE A LANDLORD OR A SUCCESSOR IN OWNERSHIP TO CHARGE A LESSER MONTHLY RENT FOR ANY RENTAL UNIT THAN THAT IN EFFECT UNDER A VALID LEASE AGREEMENT ENTERED INTO ON OR BEFORE JUNE 14, 2005.**

**Section 3. NOW, THEREFORE, BE IT FURTHER ORDAINED AND ENACTED** by the Mayor and Council of the City of College Park that, upon formal introduction of this proposed Ordinance, which shall be by way of a motion duly seconded and without any further vote, the City Clerk shall distribute a copy to each Council member and shall maintain a reasonable number of copies in the office of the City Clerk and shall publish this proposed

ordinance or a fair summary thereof in a newspaper having a general circulation in the City of College Park together with a notice setting out the time and place for a public hearing thereon and for its consideration by the Council. The public hearing, hereby set for \_\_\_\_ P.M. on the \_\_\_\_ day of \_\_\_\_\_, 2005, shall follow the publication by at least seven (7) days, may be held separately or in connection with a regular or special Council meeting and may be adjourned from time to time. All persons interested shall have an opportunity to be heard. After the hearing, the Council may adopt the proposed ordinance with or without amendments or reject it. As soon as practicable after adoption, the City Clerk shall have a fair summary of the Ordinance and notice of its adoption published in a newspaper having a general circulation in the City of College Park and available at the City's offices. This Ordinance shall become effective on \_\_\_\_\_, 2005 provided that a fair summary of this Ordinance is published at least once prior to the date of passage and once as soon as practical after the date of passage in a newspaper having general circulation in the City.

**INTRODUCED** by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the \_\_\_\_ day of \_\_\_\_\_ 2005.

**ADOPTED** by the Mayor and Council of the City of College Park, Maryland at a regular meeting on the \_\_\_\_ day of \_\_\_\_\_ 2005.

**EFFECTIVE** the \_\_\_\_ day of \_\_\_\_\_, 2005.

**ATTEST:**

**THE CITY OF COLLEGE PARK,  
MARYLAND**

By: \_\_\_\_\_  
Caroline S. Lightfoot, City Clerk

By: \_\_\_\_\_  
Stephen A. Brayman, Mayor

**APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:**

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Robert H. Levan, City Attorney



W S  
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# Rain Check Rebate Program

Prince George's County is committed to improving the quality of life for its communities by promoting green solutions to stormwater runoff. Stormwater runoff occurs when rain (or snowmelt) flows over the land picking up pollutants such as oil, grease, sediment and nutrient which make their way into local streams and rivers. The Rain Check Rebate Program provides property owners the incentive to install eligible stormwater management practices on their properties and to help Prince George's County meet its obligations under the Clean Water Act to reduce stormwater pollution in its rivers and streams. Prince George's County is proud to partner with the Chesapeake Bay Trust (CBT) to provide support with the administrative and operational functions of the Rain Check Rebate Program. CBT staff assist with handling inquiries from property owners about the Program; review and process applications; and perform pre and post inspections of the property. When you click on "Apply for a Rebate", you will be directed to CBT's website where you can review additional information about the Rain Check Rebate Program and submit your application.

The Rain Check Rebate Program allows property owners to receive rebates for installing 'Rain Check' eligible stormwater management practices. Residential property owners (including housing cooperatives), commercial property owners, homeowner associations, condominium associations, civic associations, multi-family dwellings, nonprofit organizations, and not-for-profit organizations can recoup some of the costs of installing practices covered by the program.

Join others in your community who are installing 'Rain Check' eligible stormwater management practices that improve stormwater runoff quality and reduce stormwater runoff quantity as well as the health of our local waterways.

## Contractor Training Completion List

The Prince George's County Rain Check Rebate Contractor Training Completion List identifies those individuals and companies that have completed Prince George's County's Rain Check Rebate Contractor Training Course. The classes are not certification classes. They are designed to provide landscape professionals with practical, hands-on information on Prince George's County's Rain Check Rebate practices; guidance on practice selection, site assessment and site selection; construction techniques; rebate requirements; and the application process.

The column titled "Rain Check Rebate Practices Offered" lists those practices the company installs, as indicated by the company. [View the most recent Contractor Training Completion list here.](#)



Project

Individual  
Residence

Commercial, Homeowner Associations, Condominium Associations, Civic Associations, Multi-Family Dwelling, Nonprofits, Not-for-Profit Organizations

Cisterns



\$2/gallon stored (250 gallons minimum)

\$2/gallon stored (250 gallons minimum)

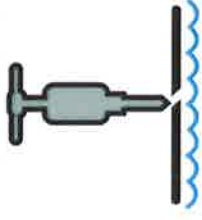
Green Roofs



\$10/square foot (minimum 1/4 roof retrofit)

\$10/square foot if less than 6" of planting material; \$20/square foot if more than 6" of planting material (minimum 1/4 roof retrofit)

Pavement Removal



\$6/square foot

\$6/square foot (400 square foot minimum)

Permeable  
Pavement



\$12/square foot

\$12/square foot (400 square foot minimum)

Rain Barrels



\$2/gallon stored (must capture 50 gallons)


\$2/gallon stored (must capture 100 gallons)

Rain Gardens



\$10/square foot (minimum size 100 square feet)

\$10/square foot (minimum size 100 square feet)

Project	Individual Residence	Commercial, Homeowner Associations, Condominium Associations, Civic Associations, Multi-Family Dwelling, Nonprofits, Not-for-Profit Organizations
 <b>Urban Tree Canopy</b>	\$150/tree (minimum tree height of 5 feet)	\$150/tree (minimum tree height of 5 feet)
<b>Maximum Rebate Allowed per Property</b>	\$6,000	\$20,000





# PRINCE GEORGE'S COUNTY RAIN CHECK REBATE

## Contractor Training Completion List



The Prince George's County Rain Check Rebate Contractor Training Completion List identifies those individuals and companies that have attended Prince George's County's Rain Check Rebate Contractor Training Course and when the training was completed. The classes are not certification classes. They are designed to provide landscape professionals with practical, hands-on information on Prince George's County's Rain Check Rebate practices; guidance on practice selection, site assessment and site selection; construction techniques; rebate requirements; and the application process. The column titled "Rain Check Rebate Practices Offered" lists those practices the company installs, as indicated by the company.

If your company is listed and you believe the information is incorrect, please email [dmppringle@co.pg.md.us](mailto:dmppringle@co.pg.md.us) and your information will be updated. If you are a landscape professional interested in taking a future training course, they are announced through the Prince George's County Department of the Environment Listserve and through our growing list of professionals. Please contact [dmppringle@co.pg.md.us](mailto:dmppringle@co.pg.md.us) to receive announcements of future courses directly.

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DISCLAIMER: This list contains the names of companies whose employees have taken a Prince George's County Rain Check Rebate Contractor Training class and is provided for informational purposes only. Prince George's County, Maryland, does not endorse, recommend, or make representations regarding individual vendors, products or services. Inclusion in the above list does not constitute or imply the endorsement, recommendation or approval by Prince George's County concerning the quality of products or services offered or provided by any company whose name appears on this list. Please check with your contractor for proof of appropriate licenses, such as professional registration and Maryland Home Improvement Contractor (MHIC) certification (if installing work). For more information on the Prince George's County Rain Check Rebate Program, visit: <https://cbtrust.org>.





## PRINCE GEORGE'S COUNTY RAIN CHECK REBATE

### Contractor Training Completion List

COMPANY	RAIN CHECK REBATE PRACTICES OFFERED	COMPANY ADDRESS AND WEBSITE	COMPANY PHONE AND EMAIL	COMPANY EMPLOYEES WHO COMPLETED TRAINING
A pine Snow Removal and Landscape, LLC	Not Specified	5304 Karen Anne Court, Temple Hills, MD 20748 <a href="http://alpinessnowremovalandscape.vpweb.com">alpinessnowremovalandscape.vpweb.com</a>	(t) 240.601.7366 (e) <a href="mailto:alpinessnow.landscape@gmail.com">alpinessnow.landscape@gmail.com</a>	Janet Blakeney (Spring 2018)
American Turf, Inc.	Rain Gardens, Permeable Paving, Pavement Removal, Tree Planting, Rain Barrels	1401 Rossback Road, Davidsonville, MD 21035 <a href="http://www.americanturfinc.com">www.americanturfinc.com</a>	(t) 410.721.1861 (e) <a href="mailto:amturf@gardener.com">amturf@gardener.com</a>	Al Chroniger (Spring 2018)
Avalos Stone and Landscape, LLC	Permeable Paving, Pavement Removal, Tree Planting	6606 Hillwood Drive, Riverdale, MD, 20737 <a href="http://avalosstoneandlandscape.com">avalosstoneandlandscape.com</a>	(t) 240.706.3296 (e) <a href="mailto:avaloslandscape1@gmail.com">avaloslandscape1@gmail.com</a>	Alvaro Monterroso (Fall 2018)
Best Landscape & Construction	Rain Gardens, Permeable Paving, Pavement Removal, Tree Planting	2106 Ruetan Street, Hyattsville, MD 20783 <a href="http://bestlandscapeconstruction.com">bestlandscapeconstruction.com</a>	(t) 240.863.6381 (e) <a href="mailto:bestlandscapeconstruction@yahoo.com">bestlandscapeconstruction@yahoo.com</a>	Abel Rivas (Spring 2019)
Capitol Hardscapes	Permeable Paving, Pavement Removal	P.O. Box 30372, Bethesda, MD 20824 <a href="http://capitolhardscapes.com">capitolhardscapes.com</a>	(t) 301.887.1880 (e) <a href="mailto:sales@capitolhardscapes.com">sales@capitolhardscapes.com</a>	Chris Scango (Fall 2014)
Celsue Construction Services, Inc.	Rain Gardens, Permeable Paving, Rain Barrels	622-C Lafayette Avenue, Laurel, MD 20707 <a href="http://www.celsue.com">www.celsue.com</a>	(t) 301.617.2570 (e) <a href="mailto:rdavila@celsue.com">rdavila@celsue.com</a>	Ruth Davila (Fall 2018)

# PRINCE GEORGE'S COUNTY RAIN CHECK REBATE

## Contractor Training Completion List

COMPANY	RAIN CHECK REBATE PRACTICES OFFERED	COMPANY ADDRESS AND WEBSITE	COMPANY PHONE AND EMAIL	COMPANY EMPLOYEES WHO COMPLETED TRAINING
Ciminelli's Landscape Services	Rain Gardens, Permeable Paving, Tree Planting, Rain Barrels	18301 Central Avenue, Bowie, MD 20716 <a href="http://www.ciminellislandscape.com">www.ciminellislandscape.com</a>	(T) 410-741-9683	Matt Ciminelli (Spring 2015)
Concreto Plus, Inc.	Permeable Paving, Pavement Removal	10111 Martin Luther King Jr Highway, Suite 119, Bowie, MD 20720 <a href="http://concretoplus.com">concretoplus.com</a>	(T) 301-577-4355 (e) <a href="mailto:officemanager@concretoplus.com">officemanager@concretoplus.com</a> , <a href="mailto:info@concretoplus.com">info@concretoplus.com</a>	Dani Vazquez (Spring 2019)
Deco Footprint	Rain Gardens, Permeable Paving, Pavement Removal, Tree Planting, Rain Barrels, Green Roofs	8360 Greensboro Drive, Suite 411, McLean, VA 22102 <a href="http://www.decofootprint.com">www.decofootprint.com</a>	(T) 703-599-5910 (e) <a href="mailto:info@decofootprint.com">info@decofootprint.com</a>	Adele Kuo (Spring 2019)
Denchfield Landscaping, Inc.	Rain Gardens, Permeable Paving	5950 Ager Road, Hyattsville, MD 20782 <a href="http://www.dlandscaping.com">www.dlandscaping.com</a>	(T) 301-949-5000 (e) <a href="mailto:info@dlandscaping.com">info@dlandscaping.com</a>	Darlie Cahall (Spring 2018); Chris McCullough (Spring 2018)
Denison Landscaping	Rain Gardens, Permeable Paving, Pavement Removal, Tree Planting, Rain Barrels	8911 Oxon Hill Road, Fort Washington, MD 20744 <a href="http://www.denisonlandscaping.com">www.denisonlandscaping.com</a>	(T) 301-567-0210 (e) <a href="mailto:dconnick@denisonlandscaping.com">dconnick@denisonlandscaping.com</a>	Diane Connick (Fall 2019)



## PRINCE GEORGE'S COUNTY RAIN CHECK REBATE

### Contractor Training Completion List

COMPANY	RAIN CHECK REBATE PRACTICES OFFERED	COMPANY ADDRESS AND WEBSITE	COMPANY PHONE AND EMAIL	COMPANY EMPLOYEES WHO COMPLETED TRAINING
Emanuel Lawn Care & Construction, LLC	Permeable Paving, Tree Planting, Rain Barrels	12603 Kingsgate Court, Bowie, MD 20721	(t) 301.335.1214 (e) <a href="mailto:emanuelli.construction@gmail.com">emanuelli.construction@gmail.com</a>	Hector Cruz (Spring 2018)
Environmental Quality Resources, LLC	Rain Gardens, Permeable Paving, Pavement Removal, Tree Planting, Rain Barrels	1 Churchview Road, Millersville, MD 21108 <a href="http://www.eqrlc.com">www.eqrlc.com</a>	(t) 410.923.8680 (e) <a href="mailto:contact@eqrlc.com">contact@eqrlc.com</a>	Alycia Roberson (Spring 2018); Garfield Smith (Spring 2018)
Evergro Landscaping, Inc.	Rain Gardens, Tree Planting, Rain Barrels, Green Roofs	14611 Old Pond Drive, Glenn Dale, MD 20769 <a href="http://evergrolandscaping.com">evergrolandscaping.com</a>	(t) 301.454.5005 (e) <a href="mailto:mike@evergrolandscaping.com">mike@evergrolandscaping.com</a>	Michael Burriss Sr. (Spring 2019)
Floura Teeter Landscape Architects	Design Services Only: Rain Gardens, Permeable Paving, Tree Planting, Rain Barrels, Green Roofs	800 N Charles Street, Suite 300, Baltimore, MD 21201 <a href="http://flourateeter.com">flourateeter.com</a>	(t) 410.538.8395 (e) <a href="mailto:info@flourateeter.com">info@flourateeter.com</a>	Emily Lewis (Fall 2018)
General Site Improvement, LLC	Rain Gardens, Permeable Paving, Pavement Removal, Tree Planting, Rain Barrels	11800 Locust Glen Drive, Bowie, MD 20721	(t) 516.710.2639 (e) <a href="mailto:tomasgarcia31@hotmail.com">tomasgarcia31@hotmail.com</a>	Tomas Garcia (Fall 2019)



# PRINCE GEORGE'S COUNTY RAIN CHECK REBATE

## Contractor Training Completion List

COMPANY	RAIN CHECK REBATE PRACTICES OFFERED	COMPANY ADDRESS AND WEBSITE	COMPANY PHONE AND EMAIL	COMPANY EMPLOYEES WHO COMPLETED TRAINING
Grace Management & Construction, LLC	Not Specified	9802 Rosaryville Road, Upper Marlboro, MD 20772 <a href="http://www.gracemc.com">www.gracemc.com</a>	(t) 340.386.9138	Christopher Williams (Fall 2014)
Green Future Construction	Rain Gardens, Permeable Paving, Pavement Removal, Tree Planting, Rain Barrels	14608 Old Gunpowder Road, Laurel, MD 20707 <a href="http://greenfutureus.com">greenfutureus.com</a>	(t) 301.603.1080 (e) <a href="mailto:info@GreenFutureUS.com">info@GreenFutureUS.com</a>	Thomas Bailey (Spring 2018), Randy Collier (Spring 2018), Eli Pintilie (Spring 2018)
iSTORMWATER, LLC	Rain Gardens, Permeable Paving, Pavement Removal, Tree Planting, Rain Barrels	8482 Fort Smallwood Road, B-126, Pasadena, MD 21122 <a href="http://istormwater.com">istormwater.com</a>	(t) 443.699.2828 (e) <a href="mailto:info@istormwater.com">info@istormwater.com</a>	John Brown (Fall 2019)
J.D. Clark Professional Services, LLC	Rain Gardens, Permeable Paving, Tree Planting, Rain Barrels	6301 Foxley Road, Suite 200, Upper Marlboro, MD 20772 <a href="http://www.jdclarkps.com">www.jdclarkps.com</a>	(t) 301.736.4535 (e) <a href="mailto:tisa@jdclarkps.com">tisa@jdclarkps.com</a>	Tisa Clark (Fall 2018)
Maroon Garden	Rain Gardens, Permeable Paving, Tree Planting, Rain Barrels	5719 Crawford Drive, Rockville, MD 20851 <a href="http://maroongarden.com">maroongarden.com</a>	(t) 301.898.6501	Tammy Shepherd (Spring 2019)





## PRINCE GEORGE'S COUNTY RAIN CHECK REBATE

### Contractor Training Completion List

COMPANY	RAIN CHECK REBATE PRACTICES OFFERED	COMPANY ADDRESS AND WEBSITE	COMPANY PHONE AND EMAIL	COMPANY EMPLOYEES WHO COMPLETED TRAINING
Natural Landscapes	Rain Gardens; Permeable Paving; Tree Planting; Rain Barrels	3145 19th Street NW, Washington, DC 20010	(t) 202.498.6138 (e) <a href="mailto:mvedder1@verizon.net">mvedder1@verizon.net</a>	Marc Vedder (Fall 2018)
Professional Lawn Maintenance Services, LLC	Rain Gardens; Permeable Paving; Pavement Removal; Tree Planting; Rain Barrels; Green Roofs	3421 Hamilton Street, Hyattsville, MD 20772	(t) 240.687.8893; 301.928.7461 (e) <a href="mailto:plmlandscape@gmail.com">plmlandscape@gmail.com</a> ; <a href="mailto:Dvacante@gmail.com">Dvacante@gmail.com</a>	Christopher McRae (Spring 2019), David Vacante (Spring 2019)
Sharper Cut Landscapes	Rain Gardens; Permeable Paving; Pavement Removal; Tree Planting; Rain Barrels	11602 Cheltenham Road, Upper Marlboro, MD 20772 <a href="http://sharpercute.com">sharpercute.com</a>	(t) 301.782.2980 (e) <a href="mailto:info@sharpercute.com">info@sharpercute.com</a>	Sydney Major (Spring 2018), Troy Payne (Spring 2018)
Shorb Landscaping	Rain Gardens; Permeable Paving; Pavement Removal; Tree Planting; Rain Barrels	10518 Warfield Street, Kensington, MD 20895 <a href="http://www.shorblandscaping.com">www.shorblandscaping.com</a>	(t) 301.897.2503 (e) <a href="mailto:marisac@jsl.com">marisac@jsl.com</a>	Marisa Willis (Spring 2018)
T&G Commercial Cleaning, LLC	Permeable Paving	9528 49th Avenue, College Park, MD 20740 <a href="http://www.tandgcommercialcleaning.com">www.tandgcommercialcleaning.com</a>	(t) 202.570.5751 (e) <a href="mailto:kdogan@tandgcommercialcleaning.com">kdogan@tandgcommercialcleaning.com</a>	Kizzey Dogan (Spring 2019)



# PRINCE GEORGE'S COUNTY RAIN CHECK REBATE



## Contractor Training Completion List

COMPANY	RAIN CHECK REBATE PRACTICES OFFERED	COMPANY ADDRESS AND WEBSITE	COMPANY PHONE AND EMAIL	COMPANY EMPLOYEES WHO COMPLETED TRAINING
TCG Property Care	Rain Gardens, Permeable Paving, Tree Planting, Rain Barrels, Green Roofs	60 53rd Place SE, Washington, DC 20019 <a href="http://tcgpropertycare.com">tcgpropertycare.com</a>	(t) 202-742-8984 (e) <a href="mailto:wecare@tcgpropertycare.com">wecare@tcgpropertycare.com</a>	Samuel Augustin (Spring 2019)
The Landscape Design Center	Rain Gardens, Permeable Paving, Tree Planting, Rain Barrels	3468 Pike Ridge Road, Edgewater, MD 21037 <a href="http://www.thelandscapecenter.com">www.thelandscapecenter.com</a>	(t) 410-956-5292 (e) <a href="mailto:office@thelandscapecenter.com">office@thelandscapecenter.com</a>	Aria Lockett (Fall 2018)
Xtra Care Landscaping & Design, Inc.	Rain Gardens, Permeable Paving, Pavement Removal, Tree Planting, Rain Barrels	8511 Gue Road, Damascus, MD 20872 <a href="http://www.xtracarelandscaping.com">www.xtracarelandscaping.com</a>	(t) 301-570-6200 (e) <a href="mailto:proposal@xtracarelandscaping.com">proposal@xtracarelandscaping.com</a>	Rodrigo Ortiz (Fall 2019)





Cm  
X.  
D.

**rcharnovich@bladensburgmd.gov**

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**From:** Patricia Parker <peparker@ckarcdc.org>  
**Sent:** Friday, July 22, 2022 1:49 PM  
**To:** Rich Charnovich; tjames@bladensburgmd.gov  
**Cc:** Janet Townshend; dnola@umd.edu  
**Subject:** Chesapeake Bay Trust Urban Tree Grant Program

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good afternoon Mr. Charnovich,

I have great news for the Town of Bladensburg! You may remember that the Town of Bladensburg agreed to join Central Kenilworth Avenue Revitalization CDC (CKAR CDC) and the Neighborhood Design Center to increase tree canopy within the Town under the Urban Trees Grant program. We received notice of award on July 15, 2022 from the Chesapeake Bay Trust to plant as many as 300 trees throughout the Town and unincorporated areas of Bladensburg.

I would like to meet with you to discuss areas that you feel should receive this attention. With this email, I have directed a copy to Mayor Takisha James. I look forward to our discussion and commencement of the program.

Regards,  
Patricia

Patricia Hayes-Parker  
Executive Director  
CKAR CDC, Inc.  
6801 Kenilworth Avenue Suite 203  
Riverdale Park, Maryland 20737  
Tel: (240) 608-2527  
Direct: (301) 329-2429  
[www.ckarcdc.org](http://www.ckarcdc.org)



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XI.

## Treasurer's Report – Fiscal Year 2022 Year in Review

September 12, 2022 Mayor and Council Meeting

FY22 Year End Financials (unaudited) – Attached are the financial statements through the end of the fiscal year along with accompanying schedules. Key financial highlights are below:

Revenues: The Town received 95% of the budgeted revenues for fiscal year 2022.

- Tax Collections (Property, Business Personal Property, and Income) - Tax collections came in overall higher, with revenues from business personal property tax and income tax doing remarkably better than budget. The State increased their revenue projections throughout the year for tax collections when realized the pandemic did not have such an adverse effect on the economy as was originally anticipated.
- Licenses and Permits – These finished the year slightly under budget. Cable Franchise Fees are the largest component of this revenue category which is revenue the Town receives based on subscribership to cable television and internet services. As more residents move away from cable services in favor of streaming options, the Town will see less revenues for this service.
- Federal/State/County Funding – This represents revenues received through Federal, State, and County Programs with Highway User Revenues (HUR's) representing the largest component. We are expected to receive \$216K which is higher than budget of which we will only recognize \$175K in revenues to offset FY22 expenditures. The balance of the revenues received for HUR's will be deferred for future projects and reflected on the audit.
- Service Charges – This is largely under budget since this includes \$100,000 of revenues generated through automated traffic enforcement. This program was just implemented at the end of the fiscal year.
- Restricted Grants - \$168K is for the CDBG Grant to complete the 58<sup>th</sup> Avenue improvements and \$9K was for donations received for the Shop with a Cop Program and Community Action Team youth activities. The Town also released \$36K of seized funds to offset capital purchases for Public Safety and is recognized under this category since the purchases are restricted Public Safety expenditures only.
- ARPA Transfers – The Town received \$2.4M from the American Rescue Plan Act in FY22 which is held in a separate fund to be used for identified and allowable expenditures under this Act. The Mayor and Council approved up to \$350K of expenditures for FY22. We only utilized \$249K for FY22 to fund the following:
  - \$95K for Salary improvements
  - \$45K for Community Initiatives (Grants) which includes rental assistance
  - \$32K for Computer and technology expenses
  - \$7K for engineering services
  - \$20K for supplies
  - \$50 for police cruiser and equipment install
- Fund Balance Transfer – Expenses exceeded revenues by only (\$15K) on a \$7M budget when we were projecting to use (\$536K) which is very good news. The financials are going through the audit stage now and this may change slightly depending on the result of any proposed adjusting entries.



Expenses by Department for FY22 – Expenditures ended the year overall under budget with some notable highlights below:

- Mayor and Council – Completed the year on budget.
- Town Administrator – Ended the year 6% over budget. This was largely due to higher than budgeted compensation line items and the cost of the Port Towns Call-A-Bus service was operated all year when only a partial year service was budgeted.
- Town Clerk – Ended the year just under budget with the largest line item for Professional Development being underutilized.
- Finance – Finished the year under budget even with compensation being higher than budget resulting from retirement payout for accrued leave of the former Finance Assistant.
- Public Safety – This is the largest part of the Town's operations and ended almost exactly within budget.
- Public Works – Operating under budget due to vacancy of Public Works Director and Public Works worker. The Town purchased a dump truck in June under Capital Outlay which is an allowable expense to be funded through HUR's. We expect to take delivery of this truck in the fall.
- Grants – Expenses include \$49K of costs incurred this fiscal year for the 58<sup>th</sup> 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) - \$249K of funds transferred in to offset expenditures listed above in revenues.

Other Noteworthy Items for the Finance Department:

- We have started the audit process with LSWG CPA firm and will be busy with this through the month of September.
- Attended the Maryland Municipal League (MML) Summer Conference in June. I was also fortunate to be invited as a presenter and conducted a session on "Business Personal Property Taxes – Billing and Collections for Municipalities" which was very well attended.
- Attended the Maryland Government Finance Officers Association Conference following MML which addresses matters concerning local, county, and state governmental best finance practices.
- Attended the Maryland Association of Counties (MACo) Conference in August as a guest of my home County. This is similar MML but on a much larger scale as it is focused on larger issues faced by Counties but also have a local municipal impact.

ARPA Funding – the American Rescue Plan Act is to aid governments through 2026 with expenditures identified by December 2024. The Town received just over \$4.9M with half of these funds received in FY22 and the balance received this August.

- FY23 Expenditures - A report is attached for the months of July and August which has ARPA expenditures of \$416K. The largest of these are for; Compensation to offset Public Safety and Public Works salary enhancements, Community Initiatives which is primarily Rental Assistance, Contractual Services to fund our Shot Spotter Program, medical bags for the schools under Supplies, and \$144K for (4) new SUV's which still need to be outfitted for Public Safety.



- A cumulative report is attached for both FY22 and this fiscal year 2023. Total expenses since inception is \$655,930 through August.

Please contact myself or Christina Daves in our Finance Office if you should have any questions.  
Thank you.

*Vito Tinelli*

**Vito Tinelli**

Town Treasurer

[vtinelli@bladensburgmd.gov](mailto:vtinelli@bladensburgmd.gov)

September 9, 2022





# Town of Bladensburg Financial Summary

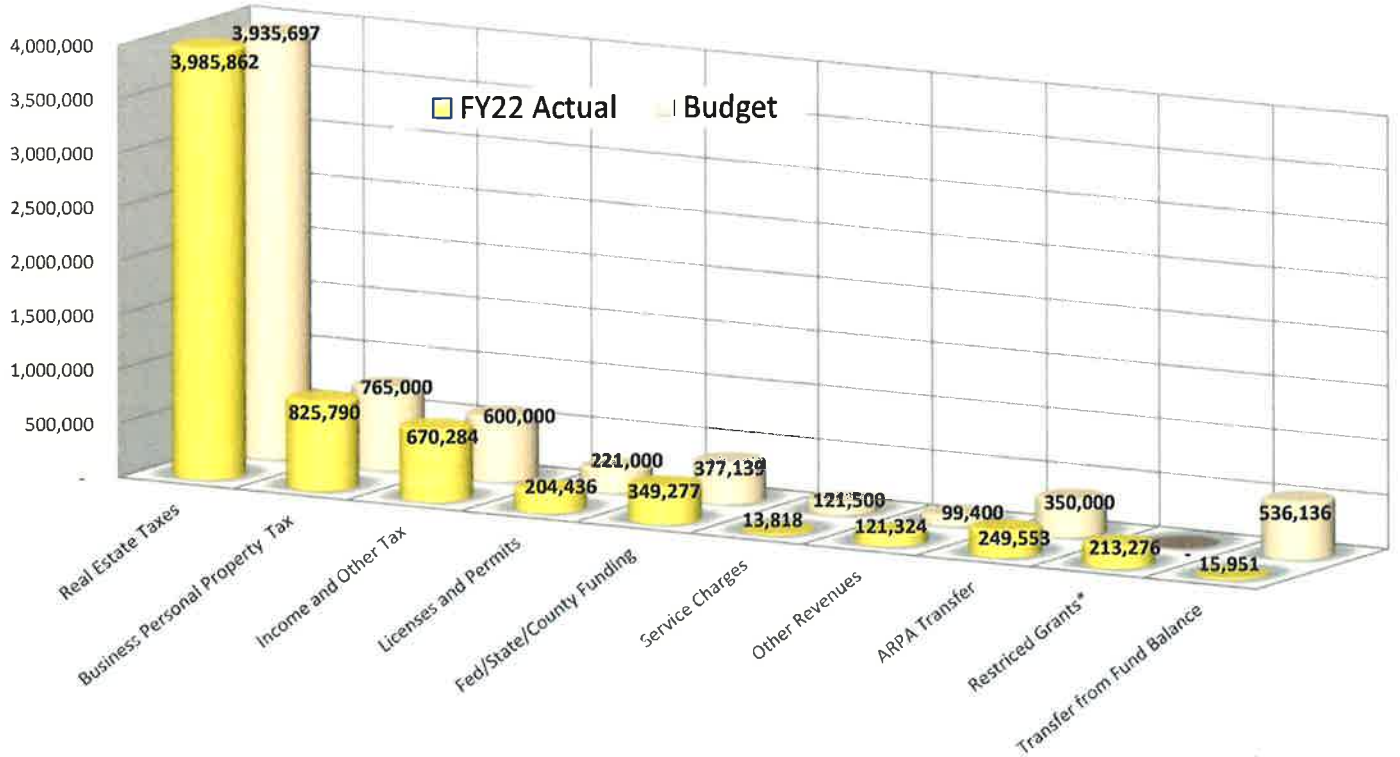
Jun-22

Financial Summary	FY22 Year End	Budget	Variance	Last Fiscal FY21 YTD	Change since prior year
<b>Revenues</b>					
Property Tax	3,985,862	3,935,697	101%	3,801,866	5%
Personal Property Tax	825,790	765,000	108%	759,390	9%
Income and Other Tax	670,284	600,000	112%	631,854	6%
Licenses and Permits	204,436	221,000	93%	211,876	-4%
Fed/State/County	349,277	377,139	93%	409,752	-15%
Service Charges	13,818	121,500	11%	24,701	-44%
Other Revenues	121,324	99,400	122%	77,804	56%
Restricted Grants	213,276	-	0%	301,797	-29%
ARPA Transfers	249,553	350,000	71%	-	
Fund Balance Transfer	15,951	536,136	3%	-	0%
<b>Total Revenues</b>	<b>6,649,571</b>	<b>7,005,872</b>	<b>95%</b>	<b>6,219,040</b>	<b>7%</b>
<b>Expenses by Dept.</b>					
Mayor and Council	206,901	206,466	100%	174,638	18%
Town Administrator	294,544	277,505	106%	159,511	85%
Town Clerk	279,135	304,962	92%	147,729	89%
Finance	403,794	434,149	93%	381,110	6%
Public Safety	4,219,048	4,222,918	100%	3,820,749	10%
Public Works	935,754	1,209,872	77%	753,523	24%
ARPA Projects	249,553	350,000	71%	-	
Grants	60,842	-		247,930	-75%
<b>Total Expenses</b>	<b>6,649,571</b>	<b>7,005,872</b>	<b>95%</b>	<b>5,685,190</b>	<b>17%</b>
<b>Surplus / (Deficit)</b>	<b>-</b>	<b>-</b>		<b>533,850</b>	<b>-100%</b>

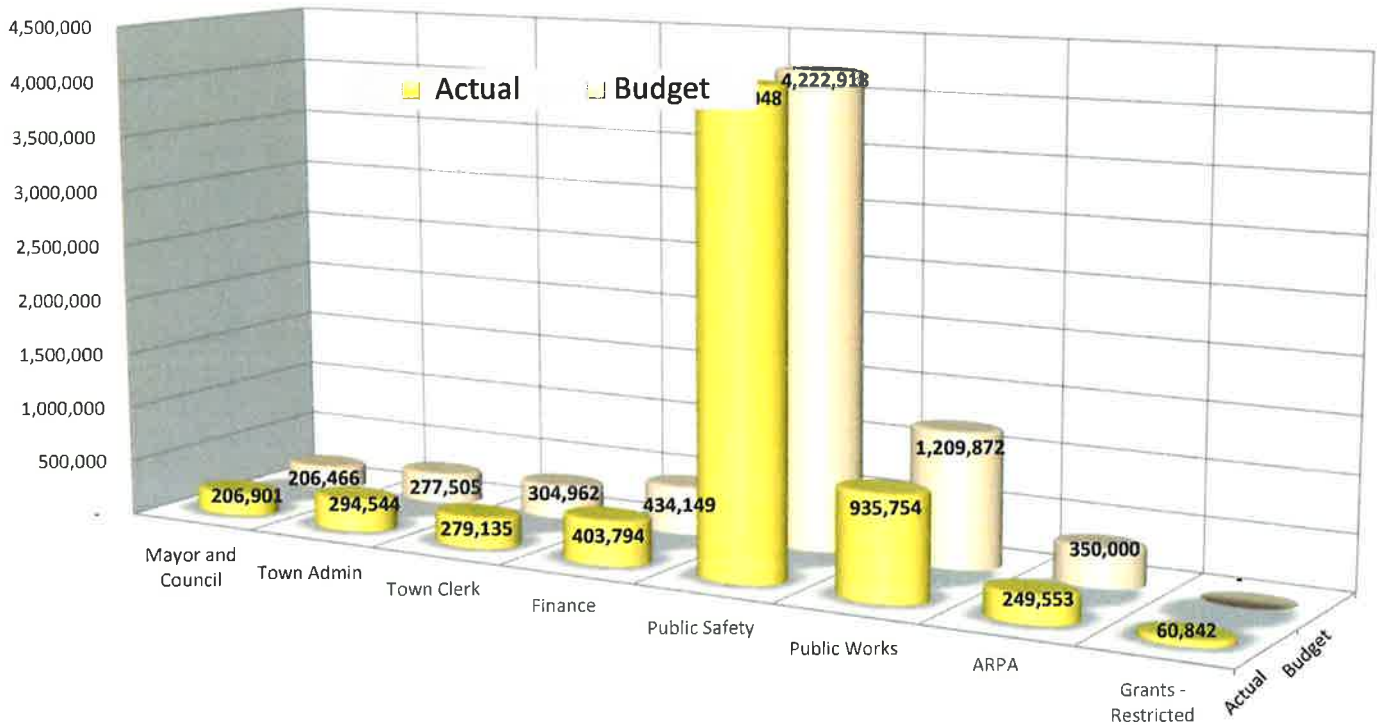
Interim Financials, Subject to Change



## Revenues vs Budget - June FY22



## Expenditures vs Budget by Department - thru June FY22





**Town of Bladensburg**  
**Budget Summary**  
**FY22 YTD vs Budget**

	Jul '21 - Jun 22	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4000 · Property Taxes			
4020 · Real Estate Taxes	3,985,862	3,935,697	101%
4040 · Business Personal Property Tax	825,790	765,000	108%
<b>Total 4000 · Property Taxes</b>	<b>4,811,652</b>	<b>4,700,697</b>	<b>102%</b>
4100 · Income Tax	621,625	575,000	108%
4200 · Other Local Taxes			
4220 · Admissions and Amusement Tax	48,659	25,000	195%
<b>Total 4200 · Other Local Taxes</b>	<b>48,659</b>	<b>25,000</b>	<b>195%</b>
4300 · Licenses and Permits			
4310 · Local Business Licenses	78,912	80,000	99%
4320 · County Traders License	10,616	9,000	118%
4370 · Cable Franchise Fees	114,909	132,000	87%
<b>Total 4300 · Licenses and Permits</b>	<b>204,436</b>	<b>221,000</b>	<b>93%</b>
4500 · State Funding			
4510 · Highway User Revenues	173,707	204,868	85%
4520 · Police Aid	150,714	147,415	102%
<b>Total 4500 · State Funding</b>	<b>324,421</b>	<b>352,283</b>	<b>92%</b>
4600 · County Funding			
4620 · County Disposal Fee Rebate	22,484	22,484	100%
4640 · Bank Stock	2,372	2,372	100%
<b>Total 4600 · County Funding</b>	<b>24,856</b>	<b>24,856</b>	<b>100%</b>
4700 · Service Charges			
4720 · Local Fines/Fees	10,190	13,000	78%
4730 · Copier Fees	3,378	2,500	135%
4740 · Fingerprinting	250	1,000	25%
4760 · Reimbursements		5,000	
4770 · Automated Traffic Enforcement		100,000	
<b>Total 4700 · Service Charges</b>	<b>13,818</b>	<b>121,500</b>	<b>11%</b>
4800 · Other Revenues			
4810 · Insurance Reimbursement	58,913	35,000	168%
4820 · Bus Shelter Advertising		1,000	
4830 · Property Rental	42,000	42,000	100%
4840 · Vehicle Deployment	7,550	8,400	90%
4870 · Misc. Revenues	2,048	5,000	41%
4880 · Interest Earned	10,813	8,000	135%
<b>Total 4800 · Other Revenues</b>	<b>121,324</b>	<b>99,400</b>	<b>122%</b>
4900 · Restricted Revenues			
4910 · ARPA Funded Projects	249,553	350,000	71%
4960 · CDBG Construction Grant	168,003		100%
4970 · Other Grants	9,700		100%
4980 · Seized Funds Released	35,573		
<b>Total 4900 · Restricted Revenues</b>	<b>462,828</b>	<b>350,000</b>	<b>132%</b>
4999 · Transfer from Fund Balance	15,953	536,136	3%
<b>Total Income</b>	<b>6,649,572</b>	<b>7,005,872</b>	<b>95%</b>
<b>Gross Profit</b>	<b>6,649,572</b>	<b>7,005,872</b>	<b>95%</b>
<b>Expense</b>			
6000 · Compensation			
6010 · Regular Pay	3,087,871	3,135,951	98%
6020 · Overtime	221,063	196,667	112%
6030 · FICA	248,070	254,945	97%
6040 · Health Insurance	604,181	657,926	92%



# Town of Bladensburg

## Budget Summary

### FY22 YTD vs Budget

	Jul '21 - Jun 22	Budget	% of Budget
6050 · Pension	278,727	267,441	104%
6060 · Workers Comp	277,606	182,500	152%
<b>Total 6000 · Compensation</b>	<b>4,717,518</b>	<b>4,695,430</b>	<b>100%</b>
6110 · Tuition Rembursement	8,953	30,500	29%
6120 · Uniforms	74,055	50,000	148%
6130 · Recruitment	19,109	9,000	212%
6140 · Professional Development			
6145 · Council Business Development	12,071	15,000	80%
6140 · Professional Development - Other	21,849	29,500	74%
<b>Total 6140 · Professional Development</b>	<b>33,919</b>	<b>44,500</b>	<b>76%</b>
6150 · Payroll Service	6,278	6,000	105%
6160 · Employee Recognition	11,644	8,000	146%
6210 · Council Projects	3,466	2,500	139%
6225 · Community Grants			
6226 · Fire Department Donation	30,000	30,000	100%
6225 · Community Grants - Other	43,834	6,000	731%
<b>Total 6225 · Community Grants</b>	<b>73,834</b>	<b>36,000</b>	<b>205%</b>
6230 · Community Events	54,221	50,000	108%
6235 · Senior Citizen Projects	4,500	4,500	100%
6240 · Memorials	882	2,000	44%
6255 · Town Meetings	4,567	6,000	76%
6260 · Transportation	46,164	20,000	231%
6270 · Historic Promotion	4,816	2,402	201%
6310 · Telephone	26,645	25,000	107%
6320 · Wireless Communications	54,862	34,640	158%
6330 · Communications Contracts	33,521	33,000	102%
6340 · Interoperability	874	8,000	11%
6350 · Internet Access	5,193	4,500	115%
6360 · Data Fees	1,651	2,000	83%
6400 · Computer	759	1,500	51%
6420 · Computer Expense	36,305	11,000	330%
6440 · IT Support	25,775	30,000	86%
6460 · Software Contract	6,975	16,000	44%
6510 · Audit	12,000	44,000	27%
6520 · Bank Charges	5,536	4,000	138%
6530 · Bad Debts		6,000	
6545 · Insurance - Auto	44,573	38,000	117%
6550 · Insurance - Liability	63,196	60,000	105%
6560 · Legal	21,541	40,000	54%
6570 · Equipment Lease	12,910	17,000	76%
6580 · Contractual Services	50,651	40,000	127%
6590 · Automated Traffic Enforcement		100,000	
6620 · Fuel	119,328	70,000	170%
6640 · Vehicle Repairs and Maintenance	56,229	55,000	102%
6650 · Vehicle Body Repairs	9,655	15,000	64%
6670 · Equipment Maintenance	7,507	7,000	107%
6680 · Weapon Repairs and Supplies	7,512	20,000	38%
6710 · Building Maintenance	16,448	50,000	33%
6720 · Grounds Maintenance	21,172	20,000	106%
6740 · Street Lights	49,565	50,000	99%
6750 · Sanitation Contract	200,946	180,000	112%
6760 · Landfill Fees	15,653	20,000	78%
6770 · Building Supplies	6,490	9,000	72%
6790 · Janitorial Services	28,999	29,000	100%
6810 · Advertising	8,795	25,000	35%
6820 · Website	5,400	3,000	180%
6825 · Membership	14,709	14,900	99%
6835 · Travel	1,983	9,000	22%
6850 · Office Supplies	20,008	25,000	80%
6855 · Postage	5,221	7,000	75%
6860 · Shop Supplies	1,487	3,500	42%
6865 · Supplies	9,845	3,000	328%
6880 · Election Costs	3,384	9,000	38%





# Town of Bladensburg

## Budget Summary

### FY22 YTD vs Budget

	Jul '21 - Jun 22	Budget	% of Budget
6885 · Finger Printing	737	2,000	37%
6890 · Utilities	41,549	36,000	115%
6900 · Grants - Restricted			
6915 · ARPA	17,627	350,000	5%
6930 · CDBG	49,015		100%
6935 · Other Grants	11,828		100%
<b>Total 6900 · Grants - Restricted</b>	<b>78,469</b>	<b>350,000</b>	<b>22%</b>
<b>Total Expense</b>	<b>6,197,982</b>	<b>6,493,872</b>	<b>95%</b>
<b>Net Ordinary Income</b>	<b>451,589</b>	<b>512,000</b>	<b>88%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
6950 · Debt Service			
6960 · Debt Service - Interest	6,566	12,000	55%
6965 · Debt Service - Principle	78,396	75,000	105%
<b>Total 6950 · Debt Service</b>	<b>84,962</b>	<b>87,000</b>	<b>98%</b>
6970 · Capital Outlay			
6975 · Capital Outlay - Seized Funds	37,785		100%
6979 · Highway User Projects	37,697	175,000	22%
6970 · Capital Outlay - Other	291,144	250,000	116%
<b>Total 6970 · Capital Outlay</b>	<b>366,627</b>	<b>425,000</b>	<b>86%</b>
<b>Total Other Expense</b>	<b>451,589</b>	<b>512,000</b>	<b>88%</b>
<b>Net Other Income</b>	<b>-451,589</b>	<b>-512,000</b>	<b>88%</b>
<b>Net Income</b>	<b>0</b>		<b>100%</b>



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09/09/22

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

	<u>Jul '21 - Jun 22</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
6000 · Compensation			
6010 · Regular Pay	48,131	48,000	100%
6030 · FICA	3,498	3,672	95%
6040 · Health Insurance	30,856	24,962	124%
6050 · Pension	5,075	4,032	126%
6060 · Workers Comp		1,000	
<b>Total 6000 · Compensation</b>	<b>87,560</b>	<b>81,666</b>	<b>107%</b>
6140 · Professional Development			
6145 · Council Business Development	12,071	15,000	80%
<b>Total 6140 · Professional Development</b>	<b>12,071</b>	<b>15,000</b>	<b>80%</b>
6160 · Employee Recognition	7,231	7,000	103%
6210 · Council Projects	3,466	2,500	139%
6225 · Community Grants			
6226 · Fire Department Donation	30,000	30,000	100%
6225 · Community Grants - Other		6,000	
<b>Total 6225 · Community Grants</b>	<b>30,000</b>	<b>36,000</b>	<b>83%</b>
6230 · Community Events	37,256	35,000	106%
6235 · Senior Citizen Projects	4,500	4,500	100%
6255 · Town Meetings	3,946	4,000	99%
6320 · Wireless Communications	5,200	4,800	108%
6420 · Computer Expense		2,000	
6550 · Insurance - Liability	2,376	2,000	119%
6825 · Membership	13,295	12,000	111%
<b>Total Expense</b>	<b>206,901</b>	<b>206,466</b>	<b>100%</b>
<b>Net Ordinary Income</b>	<b>-206,901</b>	<b>-206,466</b>	<b>100%</b>
<b>Net Income</b>	<b>-206,901</b>	<b>-206,466</b>	<b>100%</b>



**Town of Bladensburg**  
**Town Administration Budget**  
July 2021 through June 2022

	<u>Jul '21 - Jun 22</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
6000 · Compensation			
6010 · Regular Pay	149,089	121,424	123%
6020 · Overtime			
6030 · FICA	11,442	9,289	123%
6040 · Health Insurance	8,131	13,552	60%
6050 · Pension	13,070	9,780	134%
6060 · Workers Comp		500	
<b>Total 6000 · Compensation</b>	<b>181,732</b>	<b>154,545</b>	<b>118%</b>
6110 · Tuition Rembursement		1,000	
6140 · Professional Developm...	1,205	2,500	48%
6150 · Payroll Service			
6230 · Community Events	900		
6240 · Memorials			
6255 · Town Meetings	621	2,000	31%
6260 · Transportation	46,164	20,000	231%
6270 · Historic Promotion			
6320 · Wireless Communicati...	960	960	100%
6420 · Computer Expense			
6460 · Software Contract			
6510 · Audit			
6520 · Bank Charges			
6530 · Bad Debts			
6540 · Insurance - Other			
6560 · Legal	21,541	40,000	54%
6570 · Equipment Lease			
6580 · Contractual Services	26,215	25,000	105%
6620 · Fuel			
6810 · Advertising	8,795	25,000	35%
6820 · Website	5,400	3,000	180%
6825 · Membership	1,009	1,500	67%
6835 · Travel	2	2,000	0%
6850 · Office Supplies			
6855 · Postage			
6880 · Election Costs			
6890 · Utilities			
<b>Total Expense</b>	<b>294,544</b>	<b>277,505</b>	<b>106%</b>
<b>Net Ordinary Income</b>	<b>-294,544</b>	<b>-277,505</b>	<b>106%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
<b>Net Other Income</b>			
<b>Net Income</b>	<b>-294,544</b>	<b>-277,505</b>	<b>106%</b>



11:48 AM

09/09/22

**Town of Bladensburg**  
**Clerk YTD vs Budget**  
 July 2021 through June 2022

	<u>Jul '21 - Jun 22</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
6000 · Compensation			
6010 · Regular Pay	201,945	202,268	100%
6020 · Overtime	4,034	961	420%
6030 · FICA	15,720	15,547	101%
6040 · Health Insurance	15,436	13,293	116%
6050 · Pension	12,267	16,571	74%
6060 · Workers Comp		500	
<b>Total 6000 · Compensation</b>	<b>249,401</b>	<b>249,140</b>	<b>100%</b>
6110 · Tuition Rembursement			
6140 · Professional Development	53	11,000	0%
6240 · Memorials	882	2,000	44%
6270 · Historic Promotion	4,816	2,402	201%
6320 · Wireless Communications	1,360	1,920	71%
6420 · Computer Expense			
6460 · Software Contract			
6570 · Equipment Lease	4,918	8,000	61%
6825 · Membership		500	
6835 · Travel	119	1,000	12%
6850 · Office Supplies	7,894	10,000	79%
6855 · Postage	2,000	4,000	50%
6880 · Election Costs	3,384	9,000	38%
6890 · Utilities	4,307	6,000	72%
<b>Total Expense</b>	<b>279,135</b>	<b>304,962</b>	<b>92%</b>
<b>Net Ordinary Income</b>	<b>-279,135</b>	<b>-304,962</b>	<b>92%</b>
<b>Net Income</b>	<b>-279,135</b>	<b>-304,962</b>	<b>92%</b>





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09/09/22

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

	<u>Jul '21 - Jun 22</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
6000 · Compensation			
6010 · Regular Pay	220,314	207,426	106%
6020 · Overtime	54		100%
6030 · FICA	16,771	15,868	106%
6040 · Health Insurance	16,901	17,531	96%
6050 · Pension	25,862	23,964	108%
6060 · Workers Comp		500	
<b>Total 6000 · Compensation</b>	<b>279,901</b>	<b>265,289</b>	<b>106%</b>
6110 · Tuition Rembursement		2,500	
6140 · Professional Development	1,794	2,000	90%
6150 · Payroll Service	6,278	6,000	105%
6320 · Wireless Communications	1,040	960	108%
6400 · Computer	759	1,500	51%
6460 · Software Contract	1,804	6,000	30%
6510 · Audit	12,000	44,000	27%
6520 · Bank Charges	5,536	4,000	138%
6530 · Bad Debts		6,000	
6550 · Insurance - Liability	8,999	8,000	112%
6825 · Membership	255	400	64%
6835 · Travel	465	500	93%
<b>Total Expense</b>	<b>318,832</b>	<b>347,149</b>	<b>92%</b>
<b>Net Ordinary Income</b>	<b>-318,832</b>	<b>-347,149</b>	<b>92%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
6950 · Debt Service	84,962	87,000	98%
<b>Total Other Expense</b>	<b>84,962</b>	<b>87,000</b>	<b>98%</b>
<b>Net Other Income</b>	<b>-84,962</b>	<b>-87,000</b>	<b>98%</b>
<b>Net Income</b>	<b>-403,794</b>	<b>-434,149</b>	<b>93%</b>



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09/09/22

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

	<u>Jul '21 - Jun 22</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
6000 · Compensation			
6010 · Regular Pay	2,127,388	2,207,595	96%
6020 · Overtime	210,146	184,898	114%
6030 · FICA	174,198	183,026	95%
6040 · Health Insurance	483,465	502,141	96%
6050 · Pension	197,789	183,758	108%
6060 · Workers Comp	243,635	160,000	152%
<b>Total 6000 · Compensation</b>	<b>3,436,621</b>	<b>3,421,418</b>	<b>100%</b>
6110 · Tuition Rembursement	8,953	20,000	45%
6120 · Uniforms	72,154	46,000	157%
6130 · Recruitment	19,109	9,000	212%
6140 · Professional Development	18,617	12,000	155%
6160 · Employee Recognition	4,413	1,000	441%
6230 · Community Events	14,174	15,000	94%
6310 · Telephone	26,645	25,000	107%
6320 · Wireless Communications	46,302	26,000	178%
6330 · Communications Contracts	33,521	33,000	102%
6340 · Interoperability	874	8,000	11%
6350 · Internet Access	3,048	3,000	102%
6360 · Data Fees	1,651	2,000	83%
6420 · Computer Expense	4,783	9,000	53%
6440 · IT Support	25,775	30,000	86%
6460 · Software Contract	5,171	10,000	52%
6545 · Insurance - Auto	44,573	38,000	117%
6550 · Insurance - Liability	51,821	50,000	104%
6570 · Equipment Lease	7,992	9,000	89%
6580 · Contractual Services	16,983	15,000	113%
6590 · Automated Traffic Enforcement		100,000	
6620 · Fuel	97,539	60,000	163%
6640 · Vehicle Repairs and Maintenance	37,247	40,000	93%
6650 · Vehicle Body Repairs	9,655	15,000	64%
6670 · Equipment Maintenance	510	2,000	26%
6680 · Weapon Repairs and Supplies	7,512	20,000	38%
6710 · Building Maintenance			
6825 · Membership	150	500	30%
6835 · Travel	1,385	5,000	28%
6850 · Office Supplies	12,114	15,000	81%
6855 · Postage	3,221	3,000	107%
6865 · Supplies	6,790	3,000	226%
6885 · Finger Printing	737	2,000	37%
6890 · Utilities	19,358	15,000	129%
<b>Total Expense</b>	<b>4,039,397</b>	<b>4,062,918</b>	<b>99%</b>
<b>Net Ordinary Income</b>	<b>-4,039,397</b>	<b>-4,062,918</b>	<b>99%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
6970 · Capital Outlay			
6975 · Capital Outlay - Seized Funds	37,785		
6970 · Capital Outlay - Other	141,866	160,000	89%
<b>Total 6970 · Capital Outlay</b>	<b>179,651</b>	<b>160,000</b>	<b>112%</b>
<b>Total Other Expense</b>	<b>179,651</b>	<b>160,000</b>	<b>112%</b>
<b>Net Other Income</b>	<b>-179,651</b>	<b>-160,000</b>	<b>112%</b>
<b>Net Income</b>	<b>-4,219,048</b>	<b>-4,222,918</b>	<b>100%</b>

Interim Financials, Subject to Change



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09/09/22

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

	<u>Jul '21 - Jun 22</u>	<u>Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Expense</b>			
6000 · Compensation			
6010 · Regular Pay	252,905	349,238	72%
6020 · Overtime	6,829	10,808	63%
6030 · FICA	19,701	27,543	72%
6040 · Health Insurance	49,392	86,447	57%
6050 · Pension	24,664	29,336	84%
6060 · Workers Comp	33,971	20,000	170%
<b>Total 6000 · Compensation</b>	<b>387,461</b>	<b>523,372</b>	<b>74%</b>
6110 · Tuition Rembursement		7,000	
6120 · Uniforms	1,901	4,000	48%
6140 · Professional Development	179	2,000	9%
6350 · Internet Access	2,145	1,500	143%
6620 · Fuel	21,789	10,000	218%
6640 · Vehicle Repairs and Maintenance	18,982	15,000	127%
6670 · Equipment Maintenance	6,997	5,000	140%
6710 · Building Maintenance	16,448	50,000	33%
6720 · Grounds Maintenance	21,172	20,000	106%
6740 · Street Lights	49,565	50,000	99%
6750 · Sanitation Contract	200,946	180,000	112%
6760 · Landfill Fees	15,653	20,000	78%
6770 · Building Supplies	6,490	9,000	72%
6790 · Janitorial Services	28,999	29,000	100%
6835 · Travel	11	500	2%
6860 · Shop Supplies	1,487	3,500	42%
6890 · Utilities	17,885	15,000	119%
<b>Total Expense</b>	<b>798,110</b>	<b>944,872</b>	<b>84%</b>
<b>Net Ordinary Income</b>	<b>-798,110</b>	<b>-944,872</b>	<b>84%</b>
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
6970 · Capital Outlay			
6979 · Highway User Projects	37,697	175,000	22%
6970 · Capital Outlay - Other	99,947	90,000	111%
<b>Total 6970 · Capital Outlay</b>	<b>137,644</b>	<b>265,000</b>	<b>52%</b>
<b>Total Other Expense</b>	<b>137,644</b>	<b>265,000</b>	<b>52%</b>
<b>Net Other Income</b>	<b>-137,644</b>	<b>-265,000</b>	<b>52%</b>
<b>Net Income</b>	<b>-935,754</b>	<b>-1,209,872</b>	<b>77%</b>



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09/09/22

**Town of Bladensburg**  
**Grants YTD vs Budget**  
 July 2021 through June 2022

	Jul '21 - Jun 22	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4900 · Restricted Revenues			
4960 · CDBG Construction Grant	168,003		100%
4970 · Other Grants	9,700		100%
<b>Total 4900 · Restricted Revenues</b>	<b>177,703</b>		<b>100%</b>
<b>Total Income</b>	<b>177,703</b>		<b>100%</b>
<b>Gross Profit</b>	<b>177,703</b>		<b>100%</b>
<b>Expense</b>			
6900 · Grants - Restricted			
6930 · CDBG	48,015		100%
6935 · Other Grants	11,828		100%
<b>Total 6900 · Grants - Restricted</b>	<b>60,842</b>		<b>100%</b>
<b>Total Expense</b>	<b>60,842</b>		<b>100%</b>
<b>Net Ordinary Income</b>	<b>116,860</b>		<b>100%</b>
<b>Net Income</b>	<b>116,860</b>		<b>100%</b>





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09/09/22

**Town of Bladensburg**  
**ARPA YTD vs Budget**  
 July 2021 through June 2022

	Jul '21 - Jun 22	Budget
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
4900 · Restricted Revenues		
4910 · ARPA Funded Projects	249,553	350,000
<b>Total 4900 · Restricted Revenues</b>	249,553	350,000
<b>Total Income</b>	249,553	350,000
<b>Gross Profit</b>	249,553	350,000
<b>Expense</b>		
6000 · Compensation		
6010 · Regular Pay	88,100	
6030 · FICA	6,740	
<b>Total 6000 · Compensation</b>	94,840	
6225 · Community Grants	43,834	
6230 · Community Events	1,892	
6420 · Computer Expense	31,521	
6580 · Contractual Services	7,453	
6865 · Supplies	3,055	
6900 · Grants - Restricted		
6915 · ARPA	17,627	350,000
<b>Total 6900 · Grants - Restricted</b>	17,627	350,000
<b>Total Expense</b>	200,222	350,000
<b>Net Ordinary Income</b>	49,331	
<b>Other Income/Expense</b>		
<b>Other Expense</b>		
6970 · Capital Outlay	49,331	
<b>Total Other Expense</b>	49,331	
<b>Net Other Income</b>	-49,331	
<b>Net Income</b>	0	



**Town of Bladensburg**  
**ARPA YTD vs Budget**  
**July through August 2022**

	<u>Jul - Aug 22</u>	<u>Budget</u>
<b>Ordinary Income/Expense</b>		
Income		
4900 · Restricted Revenues		
4910 · ARPA Funded Projects	416,377	
Total 4900 · Restricted Revenues	416,377	
Total Income	416,377	
Gross Profit	416,377	
Expense		
6000 · Compensation		
6010 · Regular Pay	67,659	433,134
6020 · Overtime		45,000
6030 · FICA	5,311	36,565
6040 · Health Insurance		12,034
6050 · Pension	2,000	
6060 · Workers Comp	4,690	20,000
Total 6000 · Compensation	79,660	546,733
6120 · Uniforms	1,664	3,000
6220 · Community Initiatives	122,005	281,267
6235 · Senior Citizen Projects	3,000	3,000
6420 · Computer Expense		20,000
6580 · Contractual Services	24,750	50,000
6865 · Supplies	40,800	
Total Expense	271,879	904,000
Net Ordinary Income	144,498	-904,000
Other Income/Expense		
Other Expense		
6970 · Capital Outlay	144,499	236,000
Total Other Expense	144,499	236,000
Net Other Income	-144,499	-236,000
Net Income	<u>-1</u>	<u>-1,140,000</u>



**Town of Bladensburg**  
**ARPA Cumulative**  
**July 2021 through August 2022**

	<u>Jul '21 - Aug 22</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4900 · Restricted Revenues	
4910 · ARPA Funded Projects	665,930
<b>Total 4900 · Restricted Revenues</b>	<u>665,930</u>
<b>Total Income</b>	<u>665,930</u>
<b>Gross Profit</b>	665,930
<b>Expense</b>	
6000 · Compensation	
6010 · Regular Pay	155,759
6030 · FICA	12,051
6050 · Pension	2,000
6060 · Workers Comp	4,690
<b>Total 6000 · Compensation</b>	174,500
6120 · Uniforms	1,664
6140 · Professional Development	
6220 · Community Initiatives	122,005
6225 · Community Grants	43,834
6230 · Community Events	1,892
6235 · Senior Citizen Projects	3,000
6420 · Computer Expense	31,521
6580 · Contractual Services	32,203
6865 · Supplies	43,855
6900 · Grants - Restricted	
6915 · ARPA	17,627
<b>Total 6900 · Grants - Restricted</b>	<u>17,627</u>
<b>Total Expense</b>	<u>472,100</u>
<b>Net Ordinary Income</b>	193,830
<b>Other Income/Expense</b>	
<b>Other Expense</b>	
6970 · Capital Outlay	193,830
<b>Total Other Expense</b>	<u>193,830</u>
<b>Net Other Income</b>	<u>-193,830</u>
<b>Net Income</b>	<u><u>-0</u></u>

